

CITY OF WEST TORRENS



Notice of Committee Meetings

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

CITY FINANCE AND GOVERNANCE STANDING COMMITTEE

and

CITY ADVANCEMENT AND PROSPERITY STANDING COMMITTEE

of the

CITY OF WEST TORRENS

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

on

TUESDAY, 4 JULY 2023
at 6.00pm

Terry Buss PSM
Chief Executive Officer

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1 MEETING OPENED**1.1 Acknowledgement of Country****1.2 Evacuation Procedures****1.3 Meeting Livestream****2 PRESENT****3 APOLOGIES****Leave of Absence****Committee Member:**

Cr John Woodward

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 meetings of the City Finance and Governance Standing Committee and the Special City Finance and Governance Standing Committee held on 2 May 2023 be confirmed as a true and correct record.

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

Nil

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

Nil

10 MOTIONS WITHOUT NOTICE

11 CITY FINANCE & GOVERNANCE REPORTS

11.1 Revocation of Council Policy: Building and Swimming Pool Inspection

Brief

This report seeks the revocation of *Council Policy: Building and Swimming Pool Inspection*.

RECOMMENDATION

The Committee recommends to Council that the *Council Policy: Building and Swimming Pool Inspection* be revoked.

Introduction

The *Council Policy: Building and Swimming Pool Inspection* (Policy) was first issued in July 2001 (**Attachment 1**).

The Policy outlines requirements of Authorised Officers of the Council with prescribed qualifications pursuant to the *Development Act 1993* (Act) to inspect building work and swimming pools within the City of West Torrens (CWT) Council area.

Discussion

Administration is proposing revocation of the Policy due to a change in legislative requirements and repeal of the Act and *Development Regulations 1993* (Regulations).

Due to the repeal of the Act and Regulations in 2021, and implementation of the *Planning, Development and Infrastructure Act 2016* (PDI Act), there is no requirement for CWT to have a *Building and Swimming Pool Inspection Policy*.

The State Planning Commission (Commission) have developed and released Practise Directions in relation to building and swimming pool inspections that Council must comply with, these are:

- Practice Direction 8 - Council Swimming Pool Inspections 2019
- Practice Direction 9 - Council Inspections 2020

Practice Direction 8, issued by the Commission under s42 of the PDI Act for the purposes of section 156(5) of the PDI Act to ensure that swimming pools and designated safety features for swimming pools are inspected.

Practice Direction 9, issued by the Commission under section 42 of the PDI Act for the purposes of s144 of the PDI Act to require certain councils to carry out inspections of certain developments in their respective areas.

As the CWT must comply with all Practice Directions, the *Council Policy: Building and Swimming Pool Inspection* is now redundant.

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 this report.

Conclusion

This report seeks the revocation of *Council Policy: Building and Swimming Pool Inspection*.

Attachments

1. Council Policy: Building and Swimming Pool Inspection

CITY OF WEST TORRENS



Council Policy: Building and Swimming Pool Inspection

Classification:	Council Policy		
First Issued:	July 2001		
Dates of Review:	2 September 2008, 11 February 2013, March 2019		
Version Number:	3		
Objective ID:	A2331357		
Applicable Legislation:	<i>Development Act 1993 (SA)</i> <i>Development Regulations 2008 (SA)</i> <i>Planning, Development and Infrastructure Act 2016 (SA)</i> Building Rules		
Related Policies or Corporate Documents:			
Associated Forms:			
Note:			
Responsible Manager:	Manager City Development		
Confirmed by General Manager:	General Manager Urban Services	Date	23 May 2019
Approved by Executive:		Date	18 June 2019
Endorsed by Council		Date	25 June 2019

City of West Torrens Council Policy - Building and Swimming Policy Inspection

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Current

City of West Torrens Council Policy - Building and Swimming Policy Inspection

COUNCIL POLICY - Building and Swimming Policy Inspections

1. Preamble

- 1.1. Under section 71A(1) of the *Development Act 1993* ("the Act") the Council must prepare and adopt a building inspection policy.
- 1.2. Under section 71AA(7) of the Act and regulation 76D(4a) of the *Development Regulations 2008* ("the Regulations"), the Council must establish a swimming pool inspection policy.

2. Purpose

- 2.1. Authorised officers of the Council with prescribed qualifications appointed pursuant to section 18 of the Act may inspect building work and swimming pools within its area, in order to:
 - 2.1.1. detect building work which does not accord with a development approval (or exemption);
 - 2.1.2. detect building work or practices which do not accord with the requirements of the Act;
 - 2.1.3. detect buildings and building work which are unsafe;
 - 2.1.4. detect swimming pools which do not comply with the requirements of the Act; and
 - 2.1.5. undertake investigations whenever matters in 2.1.1 – 2.1.4 above are detected;.
- 2.2. The Council is empowered to take enforcement action in accordance with the Act, wherever appropriate, to correct matters identified at 2.1.1 – 2.1.4 above. The Council has, wherever necessary, made appropriate delegations to CWT. This policy specifies:
 - 2.2.1. the criteria that are to apply when selecting the buildings and swimming pools to be inspected; and
 - 2.2.2. the level of audit inspections of building work and swimming pools which will be carried out by the Council on an annual basis to meet its obligations under the Act and Regulations.

3. Scope

- 3.1. This policy applies to all Relevant Building Work undertaken within City of West Torrens under the jurisdiction of the Act and Regulations.
- 3.2. This policy does not apply to the appropriate authority constituted under section 71(19) of the Act, commonly known as the Building Fire Safety Committee.
- 3.3. In accordance with section 71A(4) of the Act, this policy has been prepared taking the following matters into account:
 - 3.3.1. the financial and other resources of the CWT, and of its local community; and

Objective ID - A2331357

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City of West Torrens Council Policy - Building and Swimming Policy Inspection

- 3.3.2. the impact that a failure to inspect a certain number of buildings of the relevant classes over a period of time may have on CWT's local community; and
- 3.3.3. past practices of the CWT with regard to inspections and the assessment of building work in its area; and
- 3.3.4. whether the area, or a particular part of the area, of the CWT is known to be subject to poor building conditions; and
- 3.3.5. information in the possession of the CWT on poor building standards within its local community; and
- 3.3.6. the public interest in monitoring the standard of building work within the community and in taking steps to provide for the safety and health of people who use buildings.

4. Definitions

- 4.1. **Council** means the West Torrens City Council elected body.
- 4.2. **CWT** means the City of West Torrens administration.
- 4.3. **Audit inspection**¹ means an inspection to determine (within the scope of the inspection and only insofar as the inspection is able to do so) whether or to what degree the inspected building work complies with:

- 4.3.1. the relevant development approval or any applicable exemption; and
- 4.3.2. any other relevant documents (for example a required checklist).

An audit inspection does not involve any assessment of building work against the building rules at large, nor any assessment of the structural or functional adequacy of any building work.

- 4.4. **Inspection** means a comparison by an inspector (with or without assistance) of:
 - 4.4.1. visual observations of building work; and
 - 4.4.2. measurements of selected parts of building work,with:
 - 4.4.3. the plans and details (if any) which form part of a development approval (or exemption) which relates to that building work; and
 - 4.4.4. if applicable, any other relevant documents (for example a required checklist)

and may include the interview of any person associated with the building work or any other matter that may be included pursuant to section 19 of the Act.

- 4.5. **Inspector** means an authorised officer of the Council, appointed under section 18 of the Act, who holds a current accreditation as a building surveying technician (or

¹ Where this Policy refers to an inspection that is a reference to an audit inspection as defined above. Where this Policy uses the word "inspect", that means "undertake an audit inspection".

City of West Torrens Council Policy - Building and Swimming Policy Inspection

equivalent or greater accreditation), or who has been approved by the Minister under regulation 87(3)(c) of the Regulations.

- 4.6. **Person** includes all legal persons, including bodies corporate.
- 4.7. **Relevant Building Work** means building work undertaken within the City of West Torrens under the jurisdiction of the Act and Regulations, including the construction of swimming pools, but excludes buildings inspected under section 71(1) of the Act.
- 4.8. **Roof framing** means timber roof framing or light steel framing, including coupled and non-coupled roof framing and roof trusses, but not including portal framing, as defined in regulation 74 of the Regulations.

5. Policy Statement

Selection of building work for inspection

- 5.1. Relevant Building Work will be selected for inspection in accordance with the following criteria (in descending order of preference):
 - 5.1.1. buildings which appear to be unsafe;
 - 5.1.2. buildings which ordinarily present a high risk to life safety, especially swimming pools;
 - 5.1.3. buildings which are used by many people, particularly where many people do so simultaneously;
 - 5.1.4. building work which involves roof framing;
 - 5.1.5. buildings which are obliged to provide access to disabled persons;
 - 5.1.6. buildings in respect of which a complaint has been made; and
 - 5.1.7. in the event that inspection of the foregoing buildings does not result in the prescribed minimum inspection levels being met, any other buildings.
- 5.2. Where a building has been selected for inspection it may be inspected at any stage of construction, and may be inspected more than once.
- 5.3. This policy does not create an obligation on Council to inspect all buildings.

Levels of Inspection

- 5.4. In accordance with regulation 80AB(2) of the Regulations, the minimum inspection levels where the building work involves the construction of any building with roof framing:
 - 5.4.1. a number of inspections equal to **66%** of the building rules consents² issued over the course of the year³ for building work involving the construction of any roof framing where a licensed building work contractor is responsible for the relevant building work; and

² For the purposes of this Policy, a variation to an operative building rules consent does not constitute separate building rules consent and nor does the extension of the operative period of any building rules consent (whether operative or lapsed).

³ For the purposes of this Policy, "the year" is the relevant financial year.

City of West Torrens Council Policy - Building and Swimming Policy Inspection

- 5.4.2. a number of inspections equal to **90%** of the building rules consents⁴ issued over the course of the year for building work involving the construction of any roof framing where a licensed building work contractor is **not** responsible for the relevant building work.
- 5.5. Clause 5.4 above applies to all Relevant Building Work (including that assessed by private certifiers under part 12 of the Act) except for Class 10 buildings other than Class 10 buildings which are attached to any part of the roof framing of a building of a building of another class.
- 5.6. In accordance with regulation 76D(4b) of the Regulations the minimum levels of inspections for swimming pools, including safety fences, barriers and safety features and swimming pools assessed by private certifiers under Part 12 of the Act are:
- 5.6.1. at least **80%** of swimming pools constructed over the course of the year must be inspected within 2 weeks of the Council being notified of the completion of:
- 5.6.1.1. in the case of a swimming pool the construction of which requires the construction of a safety fence or barrier - the construction of the permanent safety fence or barrier; or
- 5.6.1.2. in any other case - the construction of a swimming pool.
- 5.6.2. at least **20%** of swimming pools constructed over the course of the year must be inspected within 2 months of the Council being notified of the completion of:
- 5.6.2.1. in the case of a swimming pool the construction of which requires the construction of a safety fence or barrier - the construction of the permanent safety fence or barrier; or
- 5.6.2.2. in any other case - the construction of a swimming pool.

Council Set Target Inspection Levels

- 5.7. In addition to the prescribed minimum inspection levels, the Council aims to inspect swimming pools (including safety fences, barriers and safety features associated with a swimming pool) identified in an annual audit that have been constructed in the previous year including those where the owner, applicant or builder has failed to notify the Council of completion in accordance with their mandatory notification pursuant to section 59 of the Act and regulation 74(1)(cb) of the Regulations.

Counting Inspections

- 5.8. Records are to be kept by Council to account for the level and number of building inspections and swimming pool inspections undertaken and measure the performance against the adopted policy.
- 5.9. The number of inspections undertaken of buildings and swimming pools in respect to the policy will be reported to Council on a regular basis.

Enforcement and dispute resolution

⁴ For the purposes of this Policy, a variation to an operative building rules consent does not constitute separate building rules consent and nor does the extension of the operative period of any building rules consent (whether operative or lapsed).

City of West Torrens Council Policy - Building and Swimming Policy Inspection

- 5.10. The Council will address enforcement of any actual or potential breach of the Act in accordance with the principles of good enforcement: proportionality, consistency and transparency.
- 5.11. Possible actions to be taken by the Council upon discovering an actual or potential breach of the Act include:
- 5.11.1. No action will be taken when after investigation no breaches of legislation are discovered;
 - 5.11.2. Informal action, including offering verbal or written advice, requests for action or warnings, mediation; or
 - 5.11.3. Enforcement action in accordance with the Act.
- 5.12. Council will attempt to resolve any dispute concerning an actual or potential breach of the Act without undertaking formal legal proceedings. If the dispute is not able to be resolved via the methods set out in clause 5.11, the Council will consider whether to commence formal legal proceedings against the party(s).

Liability

- 5.13. The Council inspects building work and swimming pool safety features in accordance with this Policy consistent with the Council's responsibilities under the Act and the *Local Government Act 1999*. Inspections are undertaken by the Council solely as a result of its duties under the Act. Inspections are not carried out for the benefit of any past, current or future owner, occupier or neighbour of any building work and no legal relationship is created between the Council and any other such person as a result of the conduct of the inspections. The Council does not accept that it owes a duty to such persons or indeed any particular person in relation to any inspection.
- 5.14. Pursuant to section 99 of the Act, no act or omission in good faith in relation to a particular development by the Council or an authorised officer after the development has been approved subjects that person or body to any liability.
- 5.15. The Council does not accept any liability in relation to any inspection. In the event of any dispute with the Council as a result of an inspection, any conduct engaged in or statements or comments made by an officer of the Council with the intent of resolving or otherwise managing the dispute are not intended as, and are not to be taken as any admission of responsibility or liability on the part of the Council.

11.2 Council Policy Review - Elected Member Gifts and Benefits

Brief

This report presents the reviewed *Council Policy - Elected Member Gifts and Benefits*.

RECOMMENDATION(S)

The Committee recommends to Council that:

1. The current *Council Policy - Elected Member Gifts and Benefits* be revoked.
2. The attached draft *Council Policy - Elected Member Gifts and Benefits* be approved.
3. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the *Council Policy - Elected Member Gifts and Benefits*.

Introduction

The current *Council Policy - Elected Member Gifts and Benefits* (Policy) was first issued in November 2007. The Policy provides guidelines relating to the offer and receipt of gifts and benefits, and details the reporting process to be followed by Elected Members regarding the offer of gifts or benefits.

The Policy has been subjected to a scheduled review. The results of this, shown as track changes, are presented for consideration by the Committee and subsequent recommendation to Council (**Attachment 1**). For convenience, and to allow for additional ease of review, a version with track changes accepted has also been attached (**Attachment 2**).

Discussion

As Public Officers, Elected Members are expected to act in an ethical, transparent and accountable manner when undertaking their duties in accordance with the provisions Section 62 of the *Local Government Act 1999* (Act).

The Act prescribes the requirements of Elected Members in relation to the soliciting and/or acceptance of gifts or benefits. This includes ensuring that a record of any gift or benefit received by Elected Members that is greater than \$50, or not exempted in the Act, is submitted on the Elected Members Gifts and Benefits Form to the Chief Executive Officer (CEO) for inclusion in the publically available Gifts and Benefits Register.

Key changes to this Policy are:

- The Code of Conduct for Council Members, which contained gifts and benefits requirements has been revoked as a result of the local government reform. Gift and Benefit requirements have now been incorporated into the Act as standalone provision (section 72A). Reference to this throughout the Policy has been amended.
- The Government Gazette released on 17 November 2022 confirmed all gifts and benefits received over the sum of \$50 must be declared. This has been captured within the Policy in clause 1.2.
- Definition 4.1 for 'administration' and 4.5 for 'register of gifts and benefits' has been included within the Policy and have been defined in line with the Act.

Further amendments to the Policy include ensuring links are correct, amending titles, document names, formatting and phrasing. These changes to clauses were implemented to improve the document's phrasing and readability, and do not alter its function.

Climate Impact Considerations

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

There are no direct climate impact considerations in relation to this report.

Conclusion

The *Council Policy - Elected Member Gifts and Benefits* has undergone a scheduled review and is presented to the Committee for its consideration and subsequent recommendation to Council.

Attachments

- 1. Elected Member Gifts and Benefits Policy - Track Changes Marked**
- 2. Elected Member Gifts and Benefits Policy - Track Changes Accepted**

City of West Torrens Council Policy – Elected Member Gifts, Benefits and Hospitality Reporting

CITY OF WEST TORRENS



Council Policy

Elected Member Gifts and Benefits and Hospitality Reporting

Classification:	Council Policy
First Issued:	17 July 2007
Dates of Review:	28 June 2011, May 2014, 21 July 2015, 2023
Next Review Due:	21 July 2020 2028
Version Number:	45
DW-Doc set Objective ID:	3343037_A8681
Applicable Legislation:	Local Government Act 1999 (SA) Local Government (Elections) Act 1999 (SA) Local Government (Elections) Regulations 2010 (SA) Criminal Law Consolidation Act 1935 (SA) (S251 - Abuse of Public Office) Independent Commission Against Corruption Act 2012 (SA) ICAC Directions and Guidelines for Inquiry Agencies, Public Authorities and Public Officers Office for Public Integrity Directions and Guidelines Behavioural Standards for Council Members
Related Policies or Corporate Documents:	Mandatory Code of Conduct for Council Members Behaviour Management Policy Elected Member Allowances, Facilities, Support and Benefits Policy Elections Period Caretaker Policy
Associated Forms:	Elected Members Gifts <u>and</u> Benefits <u>and</u> Hospitality Form

Commented [JR1]: Amending of name for consistency with the Local Government Act.

Commented [JR2]: ICAC Directions and Guidelines replaced by OPI Directions and Guidelines

Commented [JR3]: Revoked as part of the LG reform.

Commented [JR4]: New policy as a requirement of the LGA Behaviour Management Framework

City of West Torrens Council Policy – Elected Member Gifts, Benefits and Hospitality Reporting City of West Torrens Policy - Elected Member Gifts and Benefits Council Policy

Note:	
Responsible Manager:	General Manager Organisational Support Management Lead - LG Reform and Integrity
Confirmed by General Manager:	General Manager <u>Organisational Support Business and Community Services</u> Date <u>5 July 2015</u> <u>11 January 2023</u>
<u>Approved by Executive:</u>	Date <u>18 May 2023</u>
Approved by Council:	Date <u>21 July 2015</u>

DRAFT

City of West Torrens Council Policy – Elected Member Gifts, Benefits and Hospitality Reporting City of West Torrens Policy - Elected Member Gifts and Benefits Council Policy

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City of West Torrens Council Policy - Elected Member Gifts, Benefits and Hospitality Reporting City of West Torrens Policy - Elected Member Gifts and Benefits Council Policy

COUNCIL POLICY - Elected Member Gifts ~~and~~ Benefits and Hospitality

1. Preamble

- 1.1 As Public Officers, Elected Members are expected to act in an ethical, transparent and accountable manner when undertaking their duties in accordance with the provisions Section 62 of the Local Government Act 1999 (Act), Criminal Law Consolidation Act 1935, Code of Conduct for Council Members Behaviour Management Policy (CodePolicy) and the Behavioural Standards for Council Members.
- 1.2 The Code Act prescribes the requirements of Elected Members in relation to the soliciting and/or acceptance of gifts or benefits or hospitality. This includes ensuring that a record of any gift or benefit or hospitality received by Elected Members that is greater than the value published in the Government Gazette (\$~~100-50~~) at the time of adoption of this policy, or not exempted in the CodeAct, is submitted on the Elected Members Gifts and Benefits and Hospitality Form to the Chief Executive Officer (CEO) for inclusion in the publicly available Gifts and Benefits Register.

Commented [JR5]: As above, revoked - LG reform.

Commented [JR6]: As published in the Government Gazette on 17 Nov.

2. Purpose

- 2.1 This policy details the reporting process to be followed by Elected Members when they accept gifts, benefits or hospitality in excess of the value published in the Government Gazette at the time of acceptance. This Policy provides guidelines relating to the offer and receipt of gifts and benefits, and details the reporting process to be followed by Elected Members regarding the offer of gifts or benefits.

Commented [JR7]: Propose re-wording of 2.1

3. Scope

- 3.1 This policy applies to all Elected Members and must be read in conjunction with the Act.

4. Definitions

- 4.1 Administration means the staff and operating body of the City of West Torrens.
- 4.24 Elected Members is a collective term that refers to all ward councillors and the Mayor.
- 4.32 Gift or, Benefit or Hospitality, as defined in the Code of Conduct for Council Members, refers to (but is not limited to) the provision of:
- ~~Hospitality, i.e. restaurant meals.~~
 - Entertainment.
 - Goods, i.e. money, liquor, gift baskets, complimentary tickets.
 - Holiday packages, travel, or accommodation.
 - Services, i.e. favours, loans, credit, discounts.
- 4.43 OPI refers to the Office for Public Integrity
- 4.5 Register of Gifts and Benefits refers to the register of gifts and benefits, comprising the content of submitted gifts and benefits forms, which is required to be maintained by the CEO and made available to the public.

Doc Set Objective ID - 3343037 A8681

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~~City of West Torrens Council Policy - Elected Member Gifts, Benefits and Hospitality Reporting~~ City of West Torrens Policy - Elected Member Gifts and Benefits Council Policy

5. Policy Statement

5.1 In accordance with ~~clause 3-s72A~~ of the ~~Code Act~~ the ~~Chief Executive Officer CEO~~ will:

- maintain the Gifts ~~and~~ Benefits ~~and Hospitality~~ Register (the Register);
- update the Register at least quarterly; and
- make the Register available for inspection ~~at the Civic Centre and on Council's the CWT website~~.

5.1.1 At a minimum, the Register will detail:

- The name of the Elected Member who accepted a gift ~~or~~ benefit ~~or~~ hospitality that is not exempted within the ~~Code Act~~ in above the value published in the Government Gazette.
- The name and address of the person/entity that offered the gift ~~or~~ benefit ~~or~~ hospitality.
- The details of the gift ~~or~~ benefit ~~or~~ hospitality accepted including the estimated value of the gift ~~or~~ benefit ~~or~~ hospitality.

~~5.1.2 The Register will be presented to Council's Audit and Risk Prescribed General Committee on an annual basis.~~

5.2 Non-compliance of this policy may result in a breach of the ~~Code of Conduct for Council Members and/or the Local Government Act 1999 and/or Criminal Law Consolidation Act 1935~~ and serious penalties may apply.

Commented [JR8]: The Local Government Act now requires the Register to be made publicly available on Council's website, as such there is no longer a requirement to present this to the Audit and Risk Committee

6. Procedure

6.1 Reporting the Acceptance of Gifts ~~and~~ Benefits ~~or~~ Hospitality

6.1.1 Elected Members must complete, sign and submit a Gifts and Benefits Form to the ~~Chief Executive Officer CEO~~ within thirty (30) days of receiving a gift ~~or~~ benefit ~~or~~ hospitality in excess of the value published in the Government Gazette.

6.1.1.1 Although not legally required, for transparency purposes Elected Members are encouraged to complete, sign and submit a Gifts and Benefits Form to the ~~Chief Executive Officer CEO~~ if they either receive a gift or benefit below the value published in the Government Gazette or have been offered and declined a gift or benefit.

6.1.2 The ~~Governance Unit~~ Administration will enter the details contained on a Gifts and Benefits Form, submitted by an Elected Member into the publicly available ~~Elected Members Gifts and Benefits~~ Register.

6.1.3 If an Elected Member believes that a party has offered them or others a gift ~~or~~ benefit ~~or~~ hospitality in order to influence a decision of Council or Council officers then they are required to report this to the OPI and the ~~Chief Executive Officer CEO~~.

6.1.4 Any reasonable suspicion of non-compliance with this policy or the ~~Code Act~~ in respect of gift ~~ors~~, benefits ~~and~~ ~~hospitality~~ must and will be reported to ~~the Chief Executive Officer and OPI~~ and may result in an investigation.

Doe Set Objective ID - 3343037 A8681

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CITY OF WEST TORRENS



Council Policy: Elected Member Gifts and Benefits

Classification:	Council Policy		
First Issued:	17 July 2007		
Dates of Review:	2011, 2014, 2015, 2023		
Next Review Due:	2028		
Version Number:	5		
Objective ID:	A8681		
Applicable Legislation:	Local Government Act 1999 Local Government (Elections) Act 1999 Local Government (Elections) Regulations 2010 Criminal Law Consolidation Act 1935 (SA) (S251 - Abuse of Public Office) Independent Commission Against Corruption Act 2012 Office for Public Integrity Directions and Guidelines Behavioural Standards for Council Members		
Related Policies or Corporate Documents:	Behaviour Management Policy Elected Member Allowances, Facilities, Support and Benefits Policy Elections Period Caretaker Policy		
Associated Forms:	Elected Members Gifts and Benefits Form		
Note:			
Responsible Manager:	Manager Governance and Risk		
Confirmed by General Manager:	General Manager Business and Community Services	Date	11 January 2023
Approved by Executive:		Date	18 May 2023
Approved by Council:		Date	

City of West Torrens Policy - Elected Member Gifts and Benefits Council Policy

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DRAFT

City of West Torrens Policy - Elected Member Gifts and Benefits Council Policy

COUNCIL POLICY - Elected Member Gifts and Benefits

1. Preamble

- 1.1 As Public Officers, Elected Members are expected to act in an ethical, transparent and accountable manner when undertaking their duties in accordance with the provisions of the *Local Government Act 1999* (Act), Criminal Law Consolidation Act 1935, Behaviour Management Policy (Policy) and the Behavioural Standards for Council Members.
- 1.2 The Act prescribes the requirements of Elected Members in relation to the soliciting and/or acceptance of gifts or benefits. This includes ensuring that a record of any gift or benefit received by Elected Members that is greater than the value published in the Government Gazette (\$50 at the time of adoption of this policy), or not exempted in the Act, is submitted on the *Elected Members Gifts and Benefits Form* to the Chief Executive Officer (CEO) for inclusion in the publically available Gifts and Benefits Register.

2. Purpose

- 2.1 This Policy provides guidelines relating to the offer and receipt of gifts and benefits, and details the reporting process to be followed by Elected Members regarding the offer of gifts or benefits.

3. Scope

- 3.1 This policy applies to all Elected Members and must be read in conjunction with the Act..

4. Definitions

- 4.1 **Administration** means the staff and operating body of the City of West Torrens.
- 4.2 **Elected Members** is a collective term that refers to all ward councillors and the Mayor.
- 4.3 **Gift or Benefit** refers to (but is not limited to) the provision of:
- Entertainment.
 - Goods, i.e. money, liquor, gift baskets, complimentary tickets.
 - Holiday packages, travel, or accommodation.
 - Services, i.e. favours, loans, credit, discounts.
- 4.4 **OPI** refers to the Office for Public Integrity
- 4.5 **Register of Gifts and Benefits** refers to the register of gifts and benefits, comprising the content of submitted gifts and benefits forms, which is required to be maintained by the CEO and made available to the public.

5. Policy Statement

- 5.1 In accordance with s72A of the Act the CEO will:
- maintain the Gifts and Benefits Register (Register);
 - update the Register at least quarterly; and
 - make the Register available for inspection on the CWT website.

City of West Torrens Policy - Elected Member Gifts and Benefits Council Policy

5.1.1 At a minimum, the Register will detail:

- The name of the Elected Member who accepted a gift or benefit that is not exempted within the Act in above the value published in the Government Gazette.
- The name and address of the person/entity that offered the gift or benefit. The details of the gift or benefit accepted including the estimated value of the gift or benefit.

5.2 Non-compliance of this policy may result in a breach of the *Local Government Act 1999* and/or *Criminal Law Consolidation Act 1935* and serious penalties may apply.

6. Procedure

6.1 Reporting the Acceptance of Gifts and Benefits

6.1.1 Elected Members must complete, sign and submit a Gifts and Benefits Form to the CEO within thirty (30) days of receiving a gift or benefit in excess of the value published in the Government Gazette.

6.1.1.1 Although not legally required, for transparency purposes Elected Members are encouraged to complete, sign and submit a Gifts and Benefits Form to the CEO if they either receive a gift or benefit below the value published in the Government Gazette or have been offered and declined a gift or benefit.

6.1.2 The Administration will enter the details contained on a Gifts and Benefits Form, submitted by an Elected Member into the publically available Register.

6.1.3 If an Elected Member believes that a party has offered them or others a gift or benefit in order to influence a decision of Council or Council officers then they are required to report this to the OPI and the CEO.

6.1.4 Any reasonable suspicion of non-compliance with this policy or the Act in respect of gift or benefits must and will be reported to OPI and may result in an investigation.

11.3 Council Policy Review - Flags

Brief

This report presents the reviewed *Council Policy - Flags*.

RECOMMENDATION(S)

The Committee recommends to Council that:

1. The current *Council Policy - Flags* be revoked.
2. The draft *Council Policy - Flags* be approved.
3. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the *Council Policy - Flags*.

Introduction

The current *Council Policy - Flags* (Policy) was first issued in April 2004. The Policy provides guidelines and ensures that the City of West Torrens complies with relevant flag protocols.

The Policy has been subjected to a scheduled review. The results of this, shown as track changes, are presented for consideration by the Committee and subsequent recommendation to Council (**Attachment 1**). For convenience, and to allow for additional ease of review, a version with track changes accepted has also been attached (**Attachment 2**).

Discussion

The Policy covers the flying of flags outside the Civic Centre on Sir Donald Bradman Drive, in the West Torrens Memorial Gardens.

The key change to this Policy is the removal of clauses and references to other flag poles within the City of West Torrens, such as Aroona Place Reserve in Glenelg North.

Other changes include but not limited to the following:

- Addition of clauses 5.2 and 5.3, outlining requirements of illuminated flags and flying of flags at night.
- Addition of clause 5.4, inclusion of the requirement of the Australian National Flag to be raised first and lowered last.
- Inclusion of clauses 5.6, Sir Donald Bradman Drive Flag Flying. This clause outlines the requirements of flags that are to be flown permanently from the Sir Donald Bradman Drive flagpoles at the Civic Centre are the Australian National Flag, the State Flag of South Australia and the Australian Aboriginal flag. Additional clauses regarding further requirements are also included as new amendments to the Policy.
- Clarification of clause 5.7, West Torrens Memorial Gardens Commemorative flag flying. Sections of the clause have been re-worded to provide further clarity.

Further amendments to the Policy include ensuring links are correct, amending titles, document names, formatting and phrasing. These changes to clauses were implemented to improve the document's phrasing and readability, and do not alter its function.

Climate Impact Considerations

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

There are no direct climate impact considerations in relation to this report.

Conclusion

The *Council Policy - Flags* has undergone a scheduled review and is presented to the Committee for its consideration and subsequent recommendation to Council.

Attachments

- 1. Draft Council Policy - Flags - Track Changes**
- 2. Draft Council Policy - Flags - Track Changes Accepted**

CITY OF WEST TORRENS



Council Policy: Flags

Classification:	Council Policy
First Issued:	6 April 2004
Dates of Review:	2012, 2012, 2017, <u>2023</u>
Version Number:	<u>54</u>
Next Review:	<u>2028</u>
Objective ID:	A5097
Applicable Legislation:	<u>Flags Act 1953 (Cth)</u>
Related Policies or Corporate Documents:	
Associated Forms:	
Note:	Australian Flags booklet - Department of Prime Minister and Cabinet Guide to Flying Flags in South Australia - Department of Premier and Cabinet Previously Policy Number A27-1
Responsible Manager:	<u>General Manager Business and Community Services</u> <u>Chief Executive Officer</u>
Confirmed by Executive:	Date <u>28 February 2017</u> ¹⁸ <u>May 2023</u>
Endorsed by Council:	Date <u>21 March 2017</u>

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COUNCIL POLICY – Flags

1. Preamble

- 1.1 Council recognises the significance of flying certain flags and will fly such flags outside the Civic Centre on Sir Donald Bradman Drive, in the West Torrens Memorial Gardens, on designated flagpoles within the City.

2. Purpose

- 2.1 This policy provides guidelines and ensures that the Council complies with relevant flag protocols.

3. Scope

- 3.1 This policy covers the flying of flags outside the Civic Centre on Sir Donald Bradman Drive, in at the Civic Centre, the West Torrens Memorial Gardens, and at Arona Place Reserve in Glenelg North.
- 3.2 The flying of flags on Council-owned facilities which are leased, must also comply with the requirements of this policy.
- 3.3 The flags flown at the three flag poles on Sir Donald Bradman Drive outside of the Civic Centre are permanently flown, while the West Torrens Memorial Gardens and Arona Place Reserve flag pole sites are is used only on designated occasions.

4. Definitions

- 4.1 A **flag** is defined as a rectangular piece of cloth attached by the shorter edge to a staff, rope, or pole, and which bears a distinctive design.
- 4.2 **State Flag of the State of South Australia** is as proclaimed on 13 January 1904 by the Governor of South Australia.
- 4.3 **City of West Torrens Flag** is as adopted by Council.
- 4.4 **Australian Aboriginal Flag** is as proclaimed under section 5 of the *Flags Act 1953* as amended.
- 4.5 **Torres Strait Islander Flag** is as proclaimed under section 5 of the *Flags Act 1953* as amended.

5. Policy

- 5.1 Council will comply with the guidelines of flag protocol as determined by the Australian Government and or/the South Australian Department of Premier and Cabinet, in all instances when it has control over the display and management of flags. This may include the lowering of specific flags to half-mast or the flying of specific flags.

5.2 If the flags are not properly illuminated, they should must be raised no earlier than first light and should must be lowered no later than dusk or as instructed by the official Flag Protocol advice.

5.3 Flags can only be flown at night if properly illuminated.

5.4 Unless all flags on display can be raised and lowered simultaneously, the Australian National Flag should be raised first and lowered last.

5.2 **Order of precedence**

5.2.1 Flags that are to be flown permanently from the Sir Donald Bradman Drive flagpoles at the Civic Centre are the Australian National Flag, the State Flag of South Australia, and the City of West Torrens Flag. Aboriginal flag

5.2.2 Flags must be flown as follows:

- When facing the flagpoles from the front of the Civic Centre (looking south from Sir Donald Bradman Drive), the Australian National flag is to be the first on the left, followed by the State flag in the middle, and then the City of West Torrens Aboriginal flag on the right.
- When facing the flagpoles in the West Torrens Memorial Gardens, (looking east from Brooker Terrace), the Australian National flag is to be the first on the left, followed by the State flag, and then the City of West Torrens flag.

5.2.3 When approval for another flag to be flown has been given, the order of precedence shall be:

The Australian National flag is to be the first on the left, followed by the State Flag of South Australia, and then the approved flag. If the approved flag is a National Flag, then it must be flown in a lower position than the Australian National Flag but superior to the State Flag of South Australia.

5.2.3 If the flags are not properly illuminated, they Flags should be raised no earlier than first light and should be lowered no later than dusk or as instructed by the official Flag Protocol advice.

5.2.4 Flags may only be flown at night when properly illuminated.

5.2.5 Unless all flags on display can be raised and lowered simultaneously, the Australian National Flag should be raised first and lowered last.

5.35 **Flying flags at half-mast**

5.53.1 Council will fly its flags at half-mast as per the official Flag Protocol advice from the Department of Prime Minister or Premier and Cabinet and according to the principles set out in the Australian Flag Protocol produced by the Australian Government.

5.53.2 Council may acknowledge the passing of current and past Elected Members, staff, former employees, residents or volunteers who have contributed to the City, by flying flags at half-mast at its Civic Centre on the day of that person's funeral.

5.35.3 Flags must not be flown at half-mast at night, even if illuminated.

5.6 **Sir Donald Bradman Drive - Flag Flying**

5.6.1 Flags that are to be flown permanently from the Sir Donald Bradman Drive flagpoles at the Civic Centre are the Australian National Flag, the State Flag of South Australia and the Australian Aboriginal flag.

5.6.2 No additional or alternative flags are permitted to be flown from the Sir Donald Bradman Flagpoles

5.6.3 Flags must be flown as follows:

- When facing the flagpoles from the front of the Civic Centre (looking south from Sir Donald Bradman Drive), the Australian National flag is to be the first on the left, followed by the State flag in the middle and the Australian Aboriginal flag on the right.

5.74 West Torrens Memorial Gardens - Commemorative days for flag flying flags

5.74.1 On the following days of commemoration, the Australian National Flag ~~is to may~~ be flown ~~at the Arona Place Reserve and at the~~ at the West Torrens Memorial Gardens:

- ~~Federation Day (1 January)~~
- ~~Australia Day (26 January)~~
- ANZAC Day (25 April)
- Remembrance Day (11 November)

5.74.2 On the following days of commemoration, the following respective flags ~~are to may~~ be flown alongside the Australian National Flag and the State Flag of South Australia at ~~the Civic Centre and~~ the West Torrens Memorial Gardens:

- National Reconciliation Week (27 May to 3 June) - Australian Aboriginal and/or Torres Strait Islander Flag.
- NAIDOC Week (Nominated week in July) - Australian Aboriginal and/or Torres Strait Islander Flag.

5.74.2/3 Subject to Chief Executive Officer (CEO) approval, flags representing significant cultural events may be flown from the Sir Donald Bradman Drive and/or Memorial Gardens flag poles. These include the annual 'Feast Festival Rainbow flag' which is flown from the Memorial Gardens flag pole along with the City of West Torrens flag.

5.47.43 On the following days of commemoration, all flags are to be flown at half-mast at all sites:

- ANZAC Day (25 April) - flags to be flown at half-mast until noon and then at peak until they are lowered at the end of the day
- Remembrance Day (11 November) - flags to be flown at half-mast from 10.30am to 11.02pm

5.7.53 Flags must be flown as follows:

- When facing the flagpoles in the West Torrens Memorial Gardens (looking east from Brooker terrace), the Australian National flag is to be the first on the left, followed by the State flag in the middle and the Australian Aboriginal flag on the right.

5.7.63 When approval for another flag to be flown, other than the Australia, State of Australian Aboriginal flags, has been given, the flag may be flown independently or alongside the City of West Torrens flag.

5.8 — Aroona Place Reserve – Commemorative Flag Flying

5.8.1 — On the following days of commemoration the Australian National Flag may be flown at Aroona Place Reserve:

- ANZAC Day (25 April)
- Remembrance Day (11 November)

5.8.2 — Requests for commemorative flag flying at Aroona Place Reserve must be addressed to the Chief Executive Officer (CEO).

6. Applications for flying flags

- 6.1 Organisations must apply to Council the Chief Executive Officer to obtain approval to display their flag at any of the sites covered by this policy.
- 6.2 Applications must be:
- a) In writing addressed to the Chief Executive Officer
 - b) Include a colour example of the design
 - c) Specify the preferred dates of display
 - d) Detail the relevance or significance of the flag to the City of West Torrens
 - e) Be received at least four (4) weeks before the required display date
 - f) Include contact details of the person responsible for the supply and the collection of the flag.
- In the absence of this information, the Administration will liaise with the applicant to ensure that the application criteria are met.
- 6.3 Should If more than one application be is received for the same display date, or for more than the available number of flagpoles, then a decision on which flag to fly will be made based on the following criteria:
- a) The date the application was received
 - b) Any advice or directive received from the Government Protocol Offices
 - c) Relevance or significance to the City of West Torrens.
- 6.4 Council will not accept liability for theft, damage or vandalism of a flag (other than its own property), or for cancellation of a display due to adverse weather or a directive from Government Protocol Officers.
- 6.5 It is the responsibility of the organisation supplying the flag to ensure that it:
- is made of durable material
 - has a standard fitting for attachment to the flagpole halyard
 - is not more than approximately 1830 mm by 920 mm in size.
- 6.6 Torn, damaged, or frayed flags will not be displayed.
- 6.7 Flags promoting commercial advertising material or promoting political messages will not be flown.

- 6.8 — If there is insufficient time for a Council resolution, without the holding of a special meeting of Council, the Chief Executive Officer, in consultation with the Mayor, may approve or refuse the request.
- 6.9 — Applications to fly a flag from a registered charity may be approved by the Chief Executive Officer without need for the application to be approved by Council.

CITY OF WEST TORRENS



Council Policy: Flags

Classification:	Council Policy
First Issued:	6 April 2004
Dates of Review:	2012, 2012, 2017, 2023
Version Number:	5
Next Review:	2028
Objective ID:	A5097
Applicable Legislation:	Flags Act 1953 (Cth)
Related Policies or Corporate Documents:	
Associated Forms:	
Note:	Australian Flags booklet - Department of Prime Minister and Cabinet Guide to Flying Flags in South Australia - Department of Premier and Cabinet
Responsible Manager:	Chief Executive Officer
Confirmed by Executive:	Date
Endorsed by Council:	Date

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COUNCIL POLICY – Flags

1. Preamble

- 1.1 Council recognises the significance of flying certain flags and will fly such flags outside the Civic Centre on Sir Donald Bradman Drive, in the West Torrens Memorial Gardens.

2. Purpose

- 2.1 This policy provides guidelines and ensures that the Council complies with relevant flag protocols.

3. Scope

- 3.1 This policy covers the flying of flags outside the Civic Centre on Sir Donald Bradman Drive, in the West Torrens Memorial Gardens.
- 3.2 The flying of flags on Council-owned facilities which are leased, must also comply with the requirements of this policy.
- 3.3 The flags flown at the three flag poles on Sir Donald Bradman Drive outside of the Civic Centre are permanently flown, while the West Torrens Memorial Gardens flag pole site is used only on designated occasions.

4. Definitions

- 4.1 A **flag** is defined as a rectangular piece of cloth attached by the shorter edge to a staff, rope, or pole, and which bears a distinctive design.
- 4.2 **State Flag of the State of South Australia** is as proclaimed on 13 January 1904 by the Governor of South Australia.
- 4.3 **City of West Torrens Flag** is as adopted by Council.
- 4.4 **Australian Aboriginal Flag** is as proclaimed under section 5 of the *Flags Act 1953* as amended.
- 4.5 **Torres Strait Islander Flag** is as proclaimed under section 5 of the *Flags Act 1953* as amended.

5. Policy

- 5.1 Council will comply with the guidelines of flag protocol as determined by the Australian Government and or the South Australian Department of Premier and Cabinet, in all instances when it has control over the display and management of flags. This may include the lowering of specific flags to half-mast or the flying of specific flags.
- 5.2 If the flags are not properly illuminated, they must be raised no earlier than first light and must be lowered no later than dusk or as instructed by the official Flag Protocol advice.
- 5.3 Flags can only be flown at night if properly illuminated.

- 5.4 Unless all flags on display can be raised and lowered simultaneously, the Australian National Flag should be raised first and lowered last.

5.5 Flying flags at half-mast

- 5.5.1 Council will fly its flags at half-mast as per the official Flag Protocol advice from the Department of Prime Minister or Premier and Cabinet and according to the principles set out in the Australian Flag Protocol produced by the Australian Government.
- 5.5.2 Council may acknowledge the passing of current and past Elected Members, staff, former employees, residents or volunteers who have contributed to the City, by flying flags at half-mast at its Civic Centre on the day of that person's funeral.
- 5.5.3 Flags must not be flown at half-mast at night, even if illuminated.

5.6 Sir Donald Bradman Drive - Flag Flying

- 5.6.1 Flags that are to be flown permanently from the Sir Donald Bradman Drive flagpoles at the Civic Centre are the Australian National Flag, the State Flag of South Australia and the Australian Aboriginal flag.
- 5.6.2 No additional or alternative flags are permitted to be flown from the Sir Donald Bradman Flagpoles
- 5.6.3 Flags must be flown as follows:
- When facing the flagpoles from the front of the Civic Centre (looking south from Sir Donald Bradman Drive), the Australian National flag is to be the first on the left, followed by the State flag in the middle and the Australian Aboriginal flag on the right.

5.7 West Torrens Memorial Gardens - Commemorative flag flying

- 5.7.1 On the following days of commemoration, the Australian National Flag may be flown at the West Torrens Memorial Gardens:
- ANZAC Day (25 April)
 - Remembrance Day (11 November)
- 5.7.2 On the following days of commemoration, the following respective flags may be flown alongside the Australian National Flag and the State Flag of South Australia at the West Torrens Memorial Gardens:
- National Reconciliation Week (27 May to 3 June) - Australian Aboriginal and/or Torres Strait Islander Flag.
 - NAIDOC Week (Nominated week in July) - Australian Aboriginal and/or Torres Strait Islander Flag.
- 5.7.3 Subject to Chief Executive Officer (CEO) approval, flags representing significant cultural events may be flown from the Sir Donald Bradman Drive and/or Memorial Gardens flag poles.
- 5.7.4 On the following days of commemoration, all flags are to be flown at half-mast at all sites:
- ANZAC Day (25 April) - flags to be flown at half-mast until noon and then at peak until they are lowered at the end of the day

- Remembrance Day (11 November) - flags to be flown at half-mast from 10.30am to 11.02pm

5.7.5 Flags must be flown as follows:

- When facing the flagpoles in the West Torrens Memorial Gardens (looking east from Brooker terrace), the Australian National flag is to be the first on the left, followed by the State flag in the middle and the Australian Aboriginal flag on the right.

5.7.6 When approval for another flag to be flown, other than the Australia, State of Australian Aboriginal flags, has been given, the flag may be flown independently or alongside the City of West Torrens flag.

6. Applications for flying flags

6.1 Organisations must apply to the Chief Executive Officer to obtain approval to display their flag at any of the sites covered by this policy.

6.2 Applications must be:

- a) In writing addressed to the Chief Executive Officer
- b) Include a colour example of the design
- c) Specify the preferred dates of display
- d) Detail the relevance or significance of the flag to the City of West Torrens
- e) Be received at least four (4) weeks before the required display date
- f) Include contact details of the person responsible for the supply and the collection of the flag.

In the absence of this information, the Administration will liaise with the applicant to ensure that the application criteria are met.

6.3 If more than one application is received for the same display date, or for more than the available number of flagpoles, then a decision on which flag to fly will be made based on the following criteria:

- a) The date the application was received
- b) Any advice or directive received from the Government Protocol Offices
- c) Relevance or significance to the City of West Torrens.

6.4 Council will not accept liability for theft, damage or vandalism of a flag (other than its own property), or for cancellation of a display due to adverse weather or a directive from Government Protocol Officers.

6.5 It is the responsibility of the organisation supplying the flag to ensure that it:

- is made of durable material
- has a standard fitting for attachment to the flagpole halyard
- is not more than approximately 1830 mm by 920 mm in size.

6.6 Torn, damaged or frayed flags will not be displayed.

6.7 Flags promoting commercial advertising material or promoting political messages will not be flown.

11.4 Council Policy Review - Lost and Found Property

Brief

This report presents the reviewed *Council Policy - Lost and Found Property*.

RECOMMENDATION(S)

The Committee recommends to Council that:

1. The current *Council Policy - Found Property* be revoked.
2. The draft *Council Policy - Lost and Found Property* be approved.
3. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the *Council Policy - Lost and Found Property*.

Introduction

The current *Council Policy - Found Property* (Policy) was first issued in November 1996. The Policy provides guidelines relating to items that are either found on Council owned and/or operated property or handed in to employees (found property). Generally, the ownership of these items is unknown by the finder of the item.

The Policy has been subjected to a scheduled review. The results of this, shown as track changes, are presented for consideration by the Committee and subsequent recommendation to Council (**Attachment 1**). For convenience, and to allow for additional ease of review, a version with track changes accepted has also been attached (**Attachment 2**).

Discussion

The Administration has reviewed sector wide lost and found policies and changes to legislation that recently occurred to bring the policy in line with current practice.

Key changes to this Policy are:

- The policy has been renamed to Council Policy: Lost and Found Property.
- Additional Definition clauses have been added outlining terminology for Lost Property, Employees, Responsible Officers and Found Property Label Templates.
- Inclusion of clause 5.4 and section 7 detailing the process for determining the valuation of items found by following the valuation scale as defined by the Unclaimed Goods Act 1987 and the Unclaimed Goods Regulations 2013.
- Addition of a Procedure section comprising of both existing and new policy clauses to better reflect current processes.

Further amendments to the Policy include ensuring links are correct, amending titles, document names, formatting and phrasing. These changes to clauses were implemented to improve the document's phrasing and readability, and do not alter its function.

Climate Impact Considerations

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

There are no direct climate impact considerations in relation to this report.

Conclusion

The *Council Policy - Lost and Found Property* has undergone a scheduled review and is presented to the Committee for its consideration and subsequent recommendation to Council.

Attachments

- 1. Lost and Found Property Policy - Track Changes Marked**
- 2. Lost and Found Property Policy - Track Changes Accepted**

CITY OF WEST TORRENS



Council Policy:

Lost and Found Property-Policy

Classification:	Council Policy	
First Issued:	19 November 1996	
Dates of Review:	28 April 2009 , 4 March 2014 , <u>2023</u>	
Version Number:	<u>43</u>	
<u>Next Review Due</u>	<u>2028</u>	
<u>DW Doc set</u>Objective ID:	<u>305705A4571</u>	
Applicable Legislation:	<u>Unclaimed Goods Act 1987-(SA)</u> <u>Unclaimed Goods Regulations 2013-(SA)</u>	
Related Policies or Corporate Documents:	<u>Community Transport Program Administration Policy</u> Found Property Register	
Associated Forms:		
Note:		
Responsible Manager:	General Manager <u>Organisational Support</u> <u>Business and Community Services</u>	
Confirmed by General Manager:	General Manager <u>Organisational Support</u> <u>Business and Community Services</u>	Date 13 February 2014 <u>13 January 2023</u>
Approved by Executive:		Date 18 February 2014 <u>18 May 2023</u>
Endorsed by Council		Date 4 March 2014

City of West Torrens [Council Policy - Lost and Found Property Policy](#)

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City of West Torrens ~~Council~~ Policy - ~~Lost and Found Property~~ Policy

Council Policy - ~~Lost and Found Property~~

1. Preamble

- 1.1 ~~Council~~ The City of West Torrens (CWT) deals with items that are either found on Council owned and/or operated property or handed in to employees (found property). Generally, the ownership of these items is unknown by the finder of the item.

2. Purpose

- 2.1 To provide guidance on the handling, recording, storage, collection and disposal of found property.

3. Scope

- 3.1 This policy applies to those items of property handed to, or found by, ~~Council~~ CWT employees.
- 3.2 This policy does not include abandoned vehicles, but does include goods left in vehicles.

4. Definitions

4.1 Council Owned and/or Operated Property

This refers primarily to the Civic Precinct (~~Council Offices~~ Civic Centre, Cowandilla Hall, Memorial Gardens and Hamra Centre) Council Depot, St Martin's and any of Council's community halls, centres, ovals or property used by community or sporting groups and roads and reserves located within the Council area. It also includes property found on Council's Community Bus. ~~(See Community Transport Program Policy).~~

4.2 Found Property Register

The Found Property Register (the Register) is used to record the details of those items found or handed in to Council employees, the collection of the items and disposal dates. The Register is held within Council's electronic records management system, ~~and maintained by Governance.~~

4.3 Found Property

Found property refers to items, including cash and other ~~valuables, that~~ valuables, which have been found on Council owned and/or operated property by a ~~Council~~ CWT employee, or been handed in to them by a member of the public.

4.4 Value of Items

~~The value of found property shall be determined as follows:~~

- Scale 1 — a value of \$500 or less
 Scale 2 — a value of more than \$500 and less than \$2,000
 Scale 3 — a value of \$2,000 or more

(as defined by section 3 of the Unclaimed Goods Act 1987 (the Act))

4.3 Lost Property means any items or personal belongings that have been reported to Council as having been lost or stolen

4.4 Employees includes full time, part time and casual employees of the City of West Torrens as well as volunteers, contractors and agency staff.

Commented [U1]: Moved to relevant section in Policy Statement - 5.4

Commented [U2]: New definition to allow for revised policy title

Doc-Set/Objective ID - 305705A4571

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 Printed copies are considered uncontrolled. Before using a printed copy, verify that it is the controlled version.

City of West Torrens [Council Policy - Lost and Found Property Policy](#)

4.5 Responsible officers are accountable for found property in their designated locations.
The responsible officers are:

- Community Centres Coordinator – All CWT owned and operated community centres
- Team Leader Library - Hamra Centre
- Manager People and ~~Culture~~**Safety** – Civic Centre
- Manager ~~Regulatory Services~~**Compliance and Waste** - Regulatory Services
- Manager City Operations - Depot

4.6 Found Property label templates are labels for found property which state the date, identifying details regarding its owner and ~~any~~ other relevant details.

5. Policy Statement

~~5.1 Council~~**The CWT** does not take responsibility for the safety or security of personal belongings left at Council premises. Members of the public bringing personal belongings into Council premises do so at their own risk.

~~5.2 Council~~**The CWT** will ensure that property found by employees on Council owned and/or operated property or land or handed to employees is stored when it is in Council's possession.

~~5.3~~ Customer enquiries regarding lost or found property ~~should~~**are** to be directed to the appropriate responsible officer.

~~5.4~~ In the event that an item of property is found or handed in at a location other than those listed in 4.5, the employee must secure the item and notify a responsible officer as soon as possible who will deal with the item in accordance with this policy and the *Unclaimed Goods Act 1987* (Act).

Commented [JR3]: Moved to 8.1 under Procedure

~~5.45~~ The value of found property will be determined ~~as follows~~**via the following scaling**:

- | | |
|---------|--|
| Scale 1 | a value of \$500 or less |
| Scale 2 | a value of more than \$500 and less than \$2,000 |
| Scale 3 | a value of \$2,000 or more |

(as defined by section 3 of the Act and varied by [regulation 4 of the Unclaimed Goods Regulations 2013](#) (Regulations))

~~5.56~~ Responsible officers will have due regard to the privacy of ~~the~~**an** owner's ~~of lost and~~ found property.

~~5.67~~ Any person, who believes that their personal belongings have been stolen from Council premises, is encouraged to report the matter to the SAPOL. ~~Council~~**The CWT** is not responsible for theft that may occur within Council premises.

~~5.8~~ All found cash will be provided to Council's Financial Services department for safe keeping.

Commented [JR4]: Moved to 8.2 under Procedure

6. Found Items - Identifying Owner

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City of West Torrens ~~Council~~ Policy - ~~Lost and Found Property~~ Policy

~~6.1 When an item of property is found or handed in, all reasonable attempts will be made to locate the owner and arrange for the collection of that property when the name and/or address details are identified on or associated with the item (for example, ID cards, credit cards).~~

Commented [JR5]: Moved to 8.3 under Procedure

~~6.2 If a mobile phone/ USB/flash drive/electronic device is found, the contents will be searched for information to assist in identifying its owner. This search will include those folders in which it is reasonably believed that identifying information may be found. The search of a found USB/flash drive device for content will be conducted on a public computer, to avoid the risk of any virus compromising the Council's network. If the content found in this search appears illegal, the USB/device/flash drive will be provided to SAPOL.~~

Commented [JR6]: Moved to 8.4 under Procedure

~~7. Found Items - Valuation~~

~~7.1 A value must be established, or estimated, for goods prior to being offered for sale, i.e. by way of an independent valuation. The value established for goods must be approved by the relevant responsible officer.~~

Commented [JR7]: Moved to 8.5 under Procedure

~~7.12 Found Items of scale 2 or scale 3 value~~

~~7.12.1 All items of found property with an estimated value within scales 2 or 3, will be entered into the Register stored within the Council's CWT's electronic records management system as soon as possible by the relevant responsible officer.~~

~~7.12.2 Scale 2 or scale 3 value items that are found, including cash or dangerous and/or illegal items or substances (including firearms or weapons), will be taken to the nearest South Australian Police (SAPOL) station after seven (7) days.~~

~~7.34 Found Items under scale 1 value (\$500 or under)~~

Commented [JR8]: Moved to 8.6 under Procedure

~~7.34.1 For goods valued under \$500, the items will be labelled using the Found Property label template.~~

~~7.34.2 The item(s) will be stored for a period of three months.~~

~~7.34.3 After this period, the item(s) will be sold or disposed of in accordance with s6 of the Act.~~

~~8. Lost Items Collection of Found Property~~

Commented [JR9]: Moved to 8.7 and 8.8 under Procedure

~~8.1 When Lost Property is reported to Council, the Register and the storage site for lost goods will be checked by the responsible officer.~~

~~8.2 If the Lost Property is on the Register or in the storage site, aAny person claiming the found property will be asked to provide their contact details and will be provided with details of where the item is located and how it can be collected.~~

~~8.3 When the item is collected, the claimant will be asked to provide identification or confirm their connection to the property (such as in cases of items which may not be labelled such as a soft toy) prior to handover of the found item.~~

~~8. Procedure~~

~~8.1 In the event that an item of property is found or handed in at a location other than those listed in 4.5, the employee must secure the item and notify a responsible officer as soon~~

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City of West Torrens ~~Council~~ Policy - ~~Lost and Found Property~~ Policy

as possible who will deal with the item in accordance with this policy and the *Unclaimed Goods Act 1987* (Act).

8.2 All found cash will be provided to Council's Financial Services department for safe keeping.

8.3 When an item of property is found or handed in, all reasonable attempts will be made to locate the owner and arrange for the collection of that property when the name and/or address details are identified on or associated with the item (for example, ID cards, credit cards).

8.4 If a mobile phone/USB/flash drive/electronic device is found, the contents will be searched for information to assist in identifying its owner. This search will include those folders in which it is reasonably believed that identifying information may be found. The search of a found USB/flash drive for content will be conducted on a public computer, to avoid the risk of any virus compromising the Council's network. If the content found in this search appears illegal, the USB/flash drive will be provided to SAPOL.

8.5 A value must be established, or estimated, for goods prior to being offered for sale, i.e. by way of an independent valuation. The value established for goods must be approved by the relevant responsible officer.

8.6 Found Items under scale 1 value (\$500 or under)

8.6.1 The items will be labelled using the Found Property label template.

8.6.2 The item(s) will be stored for a period of three months.

8.6.3 After this period, the item(s) will be sold or disposed of in accordance with s6 of the Act.

8.7 Any person claiming the found property will be asked to provide their contact details and be provided with details of where the item is located and how it can be collected.

8.8 When the item is collected, the claimant will be asked to provide identification or confirm their connection to the property (such as in cases of items which may not be labelled such as a soft toy) prior to handover of the found item.

CITY OF WEST TORRENS



Council Policy: Lost and Found Property

Classification:	Council Policy		
First Issued:	19 November 1996		
Dates of Review:	2009, 2014, 2023		
Version Number:	4		
Next Review Due	2028		
Objective ID:	A4571		
Applicable Legislation:	Unclaimed Goods Act 1987 Unclaimed Goods Regulations 2013		
Related Policies or Corporate Documents:	Found Property Register		
Associated Forms:			
Note:			
Responsible Manager:	General Manager Business and Community Services		
Confirmed by General Manager:	General Manager Business and Community Services	Date	13 January 2023
Approved by Executive:		Date	18 May 2023
Endorsed by Council		Date	

City of West Torrens Council Policy - Lost and Found Property

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City of West Torrens Council Policy - Lost and Found Property

Council Policy - Lost and Found Property

1. Preamble

- 1.1 The City of West Torrens (CWT) deals with items that are either found on Council owned and/or operated property or handed in to employees (found property). Generally, the ownership of these items is unknown by the finder of the item.

2. Purpose

- 2.1 To provide guidance on the handling, recording, storage, collection and disposal of found property.

3. Scope

- 3.1 This policy applies to those items of property handed to, or found by, CWT employees.
- 3.2 This policy does not include abandoned vehicles. but does include goods left in vehicles.

4. Definitions

4.1 Council Owned and/or Operated Property

This refers primarily to the Civic Precinct (Civic Centre, Cowandilla Hall, Memorial Gardens and Hamra Centre) Council Depot, and any of Council's community halls, centres, ovals or property used by community or sporting groups and roads and reserves located within the Council area. It also includes property found on Council's Community Bus.

4.2 Found Property Register

The Found Property Register (Register) is used to record the details of those items found or handed in to Council employees, the collection of the items and disposal dates. The Register is held within Council's electronic records management system..

4.3 Found Property

Found property refers to items, including cash and other valuables, which have been found on Council owned and/or operated property by a CWT employee or been handed in to them by a member of the public.

- 4.4 **Lost Property** means any items or personal belongings that have been reported to Council as having been lost or stolen

- 4.5 **Employees** includes full time, part time and casual employees of the City of West Torrens as well as volunteers, contractors and agency staff.

- 4.6 **Responsible officers** are accountable for found property in their designated locations. The responsible officers are:

- Community Centres Coordinator – All CWT owned and operated community centres
- Team Leader Library - Hamra Centre
- Manager People and Safety – Civic Centre
- Manager Compliance and Waste - Regulatory Services
- Manager City Operations - Depot

City of West Torrens Council Policy - Lost and Found Property

- 4.7 **Found Property label templates** are labels for found property which state the date, identifying details regarding its owner and any other relevant details.

5. Policy Statement

- 5.1 The CWT does not take responsibility for the safety or security of personal belongings left at Council premises. Members of the public bringing personal belongings into Council premises do so at their own risk.
- 5.2 The CWT will ensure that property found by employees on Council owned and/or operated property or land or handed to employees is stored when it is in Council's possession.
- 5.3 Customer enquiries regarding lost or found property are to be directed to the appropriate responsible officer.
- 5.4 The value of found property will be determined via the following scaling:
- | | |
|---------|--|
| Scale 1 | a value of \$500 or less |
| Scale 2 | a value of more than \$500 and less than \$2,000 |
| Scale 3 | a value of \$2,000 or more |
- (as defined by section 3 of the Act and varied by regulation 4 of the *Unclaimed Goods Regulations 2013* (Regulations))
- 5.5 Responsible officers will have due regard to the privacy of an owner's found property.
- 5.6 Any person, who believes that their personal belongings have been stolen from Council premises, is encouraged to report the matter to the SAPOL. The CWT is not responsible for theft that may occur within Council premises.

6. Found Items - Valuation

- 6.1 Found Items of scale 2 or scale 3 value
- 6.1.1 All items of found property with an estimated value within scales 2 or 3, will be entered into the Register stored within the CWT's electronic records management system as soon as possible by the relevant responsible officer.
- 6.1.2 Scale 2 or scale 3 value items that are found, including cash or dangerous and/or illegal items or substances (including firearms or weapons), will be taken to the nearest South Australian Police (SAPOL) station after seven (7) days.

7. Procedure

- 7.1 In the event that an item of property is found or handed in at a location other than those listed in 4.5, the employee must secure the item and notify a responsible officer as soon as possible who will deal with the item in accordance with this policy and the *Unclaimed Goods Act 1987* (Act).
- 7.2 All found cash will be provided to Council's Financial Services department for safe keeping.
- 7.3 When an item of property is found or handed in, all reasonable attempts will be made to locate the owner and arrange for the collection of that property when the name and/or

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City of West Torrens Council Policy - Lost and Found Property

address details are identified on or associated with the item (for example, ID cards, credit cards).

- 7.4 If a mobile phone/USB/flash drive/electronic device is found, the contents will be searched for information to assist in identifying its owner. This search will include those folders in which it is reasonably believed that identifying information may be found. The search of a found USB/flash drive for content will be conducted on a public computer, to avoid the risk of any virus compromising the Council's network. If the content found in this search appears illegal, the USB/flash drive will be provided to SAPOL.
- 7.5 A value must be established, or estimated, for goods prior to being offered for sale, i.e. by way of an independent valuation. The value established for goods must be approved by the relevant responsible officer.
- 7.6 Found Items under scale 1 value (\$500 or under)
- 7.6.1 The items will be labelled using the Found Property label template.
- 7.6.2 The item(s) will be stored for a period of three months.
- 7.6.3 After this period, the item(s) will be sold or disposed of in accordance with s6 of the Act.
- 7.7 Any person claiming the found property will be asked to provide their contact details and be provided with details of where the item is located and how it can be collected.
- 7.8 When the item is collected, the claimant will be asked to provide identification or confirm their connection to the property (such as in cases of items which may not be labelled such as a soft toy) prior to handover of the found item.

11.5 Legislative Progress Report - May to June 2023

Brief

This report provides an update on the status of proposed legislative changes affecting local government either dealt with in Parliament, by the Local Government Association, or contained in the Government Gazette between the last meeting of the City Finance and Governance Standing Committee in May 2023 and 16 June 2023.

RECOMMENDATION

The Committee recommends to Council that the *Legislative Progress Report - May to June 2023* be received.

Introduction

This report provides a monthly update on the progress of Bills through Parliament, using Parliament's defined stages, as well as items contained with the Government Gazette that relate to the City of West Torrens.

Information on the status of all Bills and Acts is available on the South Australian Legislative Tracking and the Federal Register of Legislation websites at:

<https://www.parliament.sa.gov.au/Legislation/SALT> and/or <https://www.legislation.gov.au/>

The Parliamentary Library is now releasing Weekly Summaries of each sitting week of the House of Assembly. These summaries will now be attached (where relevant) to each of these reports (**Attachment 1**).

Discussion

New Proposed Amendments to Legislation
<p><i>Electoral (Control of Corflutes) Amendment Bill</i></p> <p>Private Members' Bill</p>
<p>On 3 May 2023, the Leader of the Opposition (Hon. D J Speirs) introduced the <i>Electoral (Control of Corflutes) Amendment Bill</i> (Bill). This Bill, which seeks to amend the Electoral Act 1985, affects corflute advertising in State Elections, and will enforce the same requirements to State Elections as the Local Government (General) (Electoral Advertising Posters) Amendment Regulations 2022 did to Local Government Elections.</p> <p>The Bill is intended to effect a ban on the widespread use of State election corflutes on public roads or road-related areas, including structures, fixtures and vegetation on the public road or road-related area, including stobie poles.</p> <p>On 17 May 2023, The House of Assembly resumed debate on the second reading of the Bill. The Bill was adjourned, awaiting further debate.</p> <p>Further information can be found on the South Australian Legislative Tracking website.</p>

Bills previously reported on where the status changed
<i>First Nations Voice Bill 2023</i> Government Bill
<p>Introduced in the Legislative Council on 9 February 2023, the <i>First Nations Voice Bill 2023</i>, gives First Nations people a voice that will be heard by the Parliament of South Australia, the Government of South Australia and other persons and bodies. The Bill establishes the Local First Nations Voices and the State First Nations Voice, to repeal the <i>Aboriginal Lands Parliamentary Standing Committee Act 2003</i> and to amend the <i>Constitution Act 1934</i>. Importantly, the Bill also allows for the establishment of six (6) regions across the state each with directly elected indigenous representatives. Two (2) members from each group or region will then form the State First Nations Voice, which can address either house of State Parliament on legislation of interest to Aboriginal people. The regions or groups can also, at their discretion, engage with local government on matters of interest to First Nations people in their region.</p> <p>On Sunday 26 March 2023, the Bill passed the House of Assembly without amendment and was returned to the Legislative Council for assent. Given the nature of the Bill, the President of the Legislative Council (Hon. T J Stephens MLC) presented the Bill to Her Excellency the Governor, the Honourable Frances Adamson AC. On the advice of the Executive Council, the Governor assented to the Bill in the presence of a large group of gathered citizens and invited guests in front of Parliament.</p> <p>The <i>First Nations Voice Act 2023</i> commenced on 12 May 2023. The provisions related to the repeal of the <i>Aboriginal Lands Parliamentary Standing Committee Act 2003</i> contained in Schedule 2 Part 1 of the Act will commence on 1 July 2023. The provisions related to Addresses to Parliament contained in Part 4 of the Act will commence on 1 January 2024.</p> <p>Further information can be found on the South Australian Legislative Tracking website or Government Gazette published 11 May 2023.</p>
Bills previously reported on where the status remains unchanged
<i>Unclaimed Money Bill 2021</i> Government Bill
<p>The Hon. D C Van Holst Pellekaan MP introduced the <i>Unclaimed Money Bill 2021</i> to the House of Assembly on 5 May 2021.</p> <p>The Bill makes provisions for the publication of information about, and the repayment of, unclaimed money. It makes related amendments to various Acts, including to repeal the <i>Unclaimed Moneys Act 1891</i>.</p> <p>The House of Assembly passed the Bill without amendment and sent it to the Legislative Council for consideration on 26 October 2021.</p> <p>The Legislative Council returned the Bill without amendment on the 16 November 2021 and the Bill was subsequently assented to by the Governor on 30 November 2021.</p> <p>The Bill is currently awaiting commencement.</p> <p>Further information can be found on the South Australian Legislative Tracking website.</p>

<p><i>Fair Work (Family and Domestic Violence Leave) Amendment Bill 2023</i></p> <p>Government Bill</p>
<p>On 17 November 2022, the Minister for Women and the Prevention of Domestic Violence, the Hon KA Hildyard introduced the <i>Fair Work (Family and Domestic Violence Leave) Amendment Bill</i>, a Bill to amend the <i>Fair Work Act 2009</i>, to provide for paid family and domestic violence leave, and for related purposes. This Bill allows all employees up to 10 days of paid Family and Domestic Violence leave each year. This new paid entitlement will replace the existing 5 days of unpaid family and domestic violence leave under the national Employment Standards.</p> <p>On 21 February 2023, the House of Assembly passed the Bill without amendment, where it was received in the Legislative Council for consideration. The Legislative Council passed the Bill without amendment on the 22 March 2023, and the Bill was subsequently assented to by the Governor on 30 March 2023.</p> <p>The Bill is currently awaiting commencement.</p> <p>Further information can be found on the South Australian Legislative Tracking website.</p>
<p>Government Gazette Notices</p>
<p>Nil</p>
<p>Proclamations</p>
<p>Nil</p>
<p>LG Reform Commencement</p>
<p>Nil</p>
<p>Petitions Received In the House of Assembly</p>
<p>On 30 May 2023, the Hon A Koutsantonis presented a petition from 5800 Residents of South Australia. The petition is requesting the House to urge the Government not to provide public funding to Adelaide Football Club (AFC) to develop the Thebarton Oval/Kings Reserve Precinct unless there is commitment from the AFC to adopt an alternate design, which would preserve almost all of the 150 mature native trees that exist on the western half of Kings Reserve.</p> <p>Further information can be found on the South Australian Legislative Tracking website.</p>

Motions Received In the Legislative Council

On 31 May 2023, the Hon T A Franks (MLC) introduced the below motion to the Legislative Council titled Kings Reserve.

'That this Council -

- I. Acknowledges the importance of Kings Reserve to the local community, and that its existing mature trees help cool one of Adelaide's hottest Councils on the heat map, and one of the lowest percentages of tree canopy;*
- II. Notes that under the current draft masterplan, it is estimated that between 70 and 140 mature native trees will be cut down to accommodate a second training oval for the Adelaide Football Club development; and*
- III. Supports local community calls for quality outcomes for all stakeholders, and urgent protection for the mature trees currently at risk of removal.'*

The motion was adjourned by the Hon I K Hunter (MLC).

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

Climate Impact Considerations

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

There are no direct environmental impacts in relation to this report.

Conclusion

This report on legislative amendments is current as at 16 June 2023

Attachments

- 1. House of Assembly - Weekly Summary - 2 May to 1 June 2023**



Business of the House

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

On Wednesday 3 May, the Deputy Premier (Hon S E Close) moved pursuant to notice, that Standing Orders and Sessional Orders be and remain so far suspended as to enable Private Members Business: Other Motions: Notice of Motion No. 13 in the name of S Andrews regarding the death of Ms M Hogan, set down on the Notice Paper for Wednesday 3 May to take precedence over Government Business, forthwith.

The Question was put and passed.

Motions

Adelaide Giants

On Wednesday 3 May, the House agreed to the following motion moved by the Member for Hartley (Mr V A Tarzia).

That this House –

- (a) congratulates the Adelaide Giants on their outstanding ABL Claxton Shield victory against the Perth Heat;
- (b) notes that this is the first win of its kind in 43 years for the Adelaide Giants; and;
- (c) acknowledges the significance of this achievement in bringing baseball to centre stage in South Australia.

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

Islamic Community

On Wednesday 3 May, the House agreed to the following motion moved by the Member for Torrens (Ms Wortley).

That this House –

- (a) recognises the South Australian Islamic community are celebrating Eid-al-Fitr marking the end of the Holy month of Ramadan;
- (b) Acknowledges the important social and economic contribution of our Islamic community; and
- (c) congratulates the Malinauskas Labor government on formulating a comprehensive Multicultural Affairs policy to continue to build and strengthen South Australia's multicultural and intercultural engagement.

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

Coronation of King Charles III

On Wednesday 3 May, the House agreed to the following motion moved by the Member for Black (Hon. D J Speirs).

That this House congratulates His Majesty King Charles III and Our Gracious Consort on the pending occasion of their Coronation. We affirm our steadfast allegiance to the Throne; and we earnestly hope His Majesty's reign will be fixed with great happiness for His Majesty and Queen Consort, and will be an era of peace, unity and prosperity throughout the Commonwealth of Nations.

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

ANZAC Day

On Wednesday 3 May, the House agreed to the following motion moved by the Member for Hammond (Mr Pederick).

That this House –

- (a) acknowledges that ANZAC Day was commemorated on the 25th of April 2023;
- (b) pays its respects to the families of those ANZACs who tragically lost their lives during the Gallipoli campaign; and
- (c) remembers the Australian personnel and animals who have been injured or killed in action.

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

Hogan, Ms M

On Wednesday 3 May, following a Suspension of Standing Orders to enable Private Members Business: Other Motions to take precedence over Government Business forthwith, the House agreed to the following motion moved by the Member for Gibson (S Andrews):

That this House expresses its deep regret at the death of labour movement leader Ms Michelle Hogan and places on the record it's sincere appreciation for her activism and profound contributions she made to the wellbeing and empowerment of South Australian women.

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

Government Bills

Details on the passage of Bills through the House are available from the [South Australian Legislative Tracking](#) page of the Parliament's website.

Bills passed

Residential Tenancies (Protection of Prospective Tenants) Bill

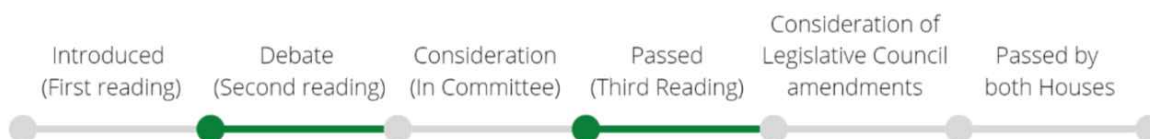


On Tuesday 2 May, the House resumed the second reading debate on this Bill (adjourned on Thursday 23 March). The House passed the Bill with amendments and sent it to the Legislative Council for consideration.

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

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

Rail Safety National Law (South Australia) (Fees) Amendment Bill



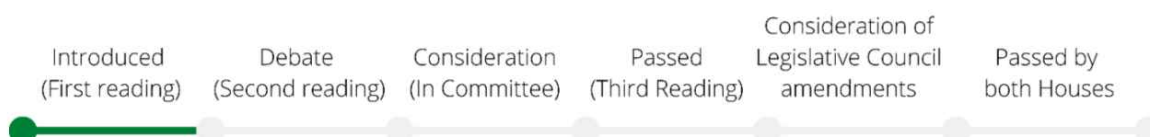
On Tuesday 2 May, the House resumed the second reading debate on this Bill (adjourned on Wednesday 8 March). On Wednesday 3 May, the House passed the Bill and sent it to the Legislative Council for consideration.

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

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

Bills introduced

Environment Protection (Objects of Act and Board Attributes) Amendment Bill



On Wednesday 3 May, the Minister for Climate, Environment and Water (Hon. S C Close), introduced a Bill for an Act to amend the Environment Protection Act 1993. The second reading debate was adjourned until Thursday 4 May.

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

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

Bills debated

Supply Bill 2023



On Thursday 4 May, the House resumed the debate on the second reading of this Bill (adjourned on Thursday 23 March). The debate was further adjourned until Tuesday 16 May.

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

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

Bills received from the Legislative Council

Bills received and introduced



The following Government Bills were passed by the Legislative Council and sent to the House of Assembly for consideration:

- Succession Bill
- Statutes Amendment (Sexual Offences) Bill

On Wednesday 3 May and Thursday 4 May (respectively) the Bills were read a first time and the second reading was made and Order of the Day for the next day of sitting.

The Bills are available from the [Legislation SA website](#).

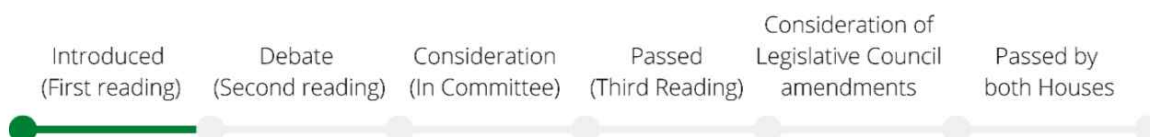
Private Members' Bills

Between 10.30am and 11.30am on each Wednesday of sitting, the House debates Private Members' Bills. These are Bills introduced by Members who are not Government Ministers.

Details on the passage of Bills through the House are available from the [South Australian Legislative Tracking](#) page of the Parliament's website.

Bills introduced

Electoral (Control of Corflutes) Amendment Bill



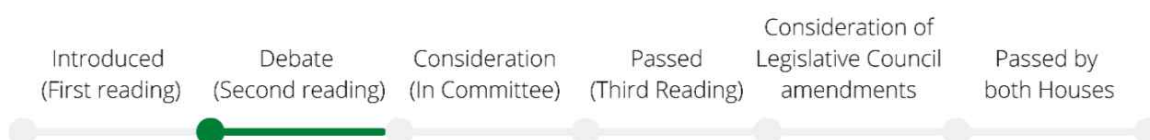
On Wednesday 3 May, the Leader of the Opposition (Hon. D J Speirs) introduced a Bill for an Act to amend the Electoral Act 1985 and to make a related amendment to the Local Government Act 1999. The second reading debate was adjourned until Wednesday 17 May.

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

Hon. D J Speirs's second reading speech is available from the [Parliament's website](#).

Bills debated

Aboriginal Representative Body Bill



On Wednesday 3 May, the Order of the Day was read for the resumption of debate (adjourned on Wednesday 19 October) on the second reading of this Bill. On motion of the Member for Heysen (Mr Teague), the Order of the Day was discharged, and the Bill withdrawn.

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

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

Committees

At 11.00am to 12.00pm on Thursday of each sitting week, the House debates reports of Committees and motions regarding subordinate legislation (regulations). Committee reports may be tabled at 2.00pm each sitting day during routine business.

Details on committees, including inquiries and reports, are available from the Parliament's website via: <https://www.parliament.sa.gov.au/en/Committees/Committees-Detail>

Joint Committee – further debated and adjourned

Joint Committee on the AUKUS Agreement – Motion to Establish

On Thursday 4 May, having been previously adjourned on Thursday 23 March, the motion was further debated regarding the establishment of a Joint Committee to inquire into and report on matters relating to South Australia's contribution to the AUKUS agreement, and particularly to consider-

- (a) how to ensure that all submarines are delivered on schedule;
- (b) education and training initiatives to build the future workforce;
- (c) the role of the South Australian industry;
- (d) opportunities from emerging technologies;
- (e) the progress of taskforces and working groups;
- (f) interstate and international partnerships; and
- (g) any other relevant matters.

Mr Patterson spoke to the motion and the debate was then further adjourned by Mr Odenwalder until Thursday 18 May.

Committee Reports tabled

Legislative Review Committee

The Member for Playford (Mr Fulbrook) tabled two reports of the Legislative Review Committee:

- 24th Report – Subordinate Legislation
- 25th Report – Subordinate Legislation

Public Works Committee

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

- 27th Report – Sir Samuel Way Building Façade Repairs Project
- 28th Report – Yankalilla Growth Stage 2 Project

Committee Reports noted

Public Works Committee

On Thursday 4 May, the Presiding Member (Mr Brown) of the Public Works Committee moved to note the following reports of the Committee:

- 27th Report – Sir Samuel Way Building Façade Repairs Project
- 28th Report – Yankalilla Growth Stage 2 Project

The Hansard transcripts of the debates are available from the [Parliament's website](#).

Petitions

Five petitions were presented:

- | | |
|--------|--|
| No. 22 | Mr Pederick from 1452 Residents of South Australia requesting the House to urge the Government to immediately reopen the Emergency Department at the Strathalbyn and District Health Service to its pre-COVID operating hours and provide whatever workforce is necessary to operate this facility. |
| No. 23 | Mr Brown from 307 Residents of Pooraka and greater South Australia requesting the House to urge the Government to work with the City of Salisbury to assist with the installation of a pedestrian actuated crossing and associated speed detection devices on South Terrace near Pooraka Primary School. |
| No. 24 | Mr Telfer from 339 Residents of South Australia requesting the House to urge the Government to return the speed limit along New West Road in Port Lincoln to 60 km/h. |
| No. 25 | Ms Thompson from 11,034 Residents of South Australia requesting the House to urge the Government to include free cat desexing programs in the Dog and Cat Management Act 1995 currently under revision. |

- No. 26 Hon D J Speirs from 16,159 Residents of the Limestone Coast requesting the House to urge the Government to commit the necessary funding to deliver radiation treatment services in the Limestone Coast and to ensure that the radiation treatment service is available in a way that ensures regional patients are able to access this service on the same basis as comparable services available in Adelaide or Warrnambool.

Papers

All papers tabled in the House of Assembly are available from the [Tabled Papers and Petitions database](#) on the Parliament's website.

Questions

Questions without notice (Question Time)

54 questions were asked to Ministers during Question Time (42 by Opposition Members, 12 by Government Members). Pursuant to Standing Order No. 78, and Question Time is held from 2.00pm on each sitting day.

The Hansard transcripts of Question Time are available from the Parliament's website. Question Time is live streamed each sitting day via the [Parliament's website](#) and [Facebook page](#).

Sitting times and adjournment

Sitting times

The House sat for three days and a total of 17 hours and 09 minutes:

- Tuesday 2 May – 11.00am to 5.34pm
- Wednesday 3 May – 10.30am to 5.33pm
- Thursday 4 May – 11.00am to 5.32pm

Adjournment

At 5.32pm on Thursday 4 May, the House adjourned until Tuesday 16 May at 11.00am.

Further information

Further information is available from the Parliament of South Australia's website via the following pages:

- [Business of the Assembly](#) – links to Notice Papers and daily programs;
- [Committees](#) – information on the work of parliamentary committees;
- [Standing Orders](#) – the rules of the House of Assembly;
- [SA Legislative Tracking System](#) – information on the progress of bills;
- [Tabled Papers and Petitions](#) – indexes and database of tabled papers;
- [Votes and Proceedings](#) – official record of the House of Assembly;
- [Hansard](#) – transcripts of the proceedings of Parliament; and
- [Glossary](#) – a glossary of Parliamentary terms.

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Statements and resolutions

Coronation of Their Majesties King Charles III and Queen Camilla

On Tuesday 16 May, the House received a message from the Governor, Her Excellency Hon. Frances Adamson AC, advising that she had attended the coronation of Their Majesties King Charles III and Queen Camilla at Westminster Abbey on 6 May 2023 and presented her respectful congratulations and best wishes to His Majesty The King on behalf of South Australia.

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

Business of the House

Speaker's ruling – Questions seeking an expression of opinion

During Question Time on Tuesday 16 May, the Speaker (Hon. D R Cregan) gave a ruling on Standing Order No. 96 regarding questions that ask a Minister to express an opinion. The Speaker noted that the past practice of the House has been to allow questions seeking opinions, provided they relate to matters for which the Minister is responsible. However, the Speaker advised that questions 'which seek information or require the Minister to update the House in relation to a matter for which they are plainly responsible to the House are more likely to complement the Standing Orders' and discouraged Members from asking questions that seek a 'bare opinion'.

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

Consideration of Private Members' Bill in Government Business

On Wednesday 17 May, the House agreed to suspend Standing and Sessional Orders to enable a Private Members' Bill, the Tobacco and E-Cigarette Products (Tobacco Product Prohibitions) Amendment Bill, received from the Legislative Council on 1 December 2022, to be considered as an item of Government Business. The Bill passed through all stages and was returned to the Legislative Council with amendments (see 'Bills' below).

Motions

Health Infrastructure

On Wednesday 17 May, the House debated the following motion moved by the Member for Schubert (Mrs Hurn):

That this House –

- (a) condemns the Malinauskas Labor Government for delaying critical health infrastructure right across South Australia;
- (b) notes that the Malinauskas Labor Government has announced delays for the Lyell McEwin Hospital Emergency Department expansion, the Queen Elizabeth Hospital Stage Three

- Upgrade, the Flinders Medical Centre Expansion and the new Women's and Children's Hospital; and
- (c) expresses its concern that the lack of priority in health infrastructure by the Malinauskas Labor Government demonstrates that the South Australian public were misled in the 2022 State election.

The Minister for Health and Wellbeing (Hon. C J Picton) moved to amend the motion by:

- deleting paragraph (a);
- in paragraph (b) deleting the words 'has announced delays for' and inserting the words 'is delivering a major infrastructure program including'; and
- in paragraph (c) deleting the word 'that' and inserting the word 'for' and deleting all words after 'infrastructure' and inserting the words 'by the former Liberal Government'.

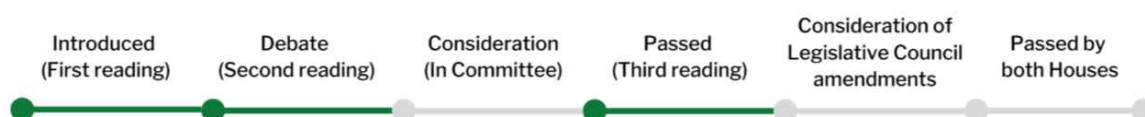
The time allocated for Private Members' Other Motions expired before the debate concluded and debate on the motion was adjourned until Wednesday 31 May. The Hansard transcript of the debate is available from the [Parliament's website](#).

Government Bills

Details on the passage of Bills through the House are available from the [South Australian Legislative Tracking](#) page of the Parliament's website.

Bills passed

Summary Offences (Obstruction of Public Places) Amendment Bill



On Thursday 18 May, the House agreed to suspend Standing Orders to enable the Premier (Hon. P B Malinauskas) to introduce the Summary Offences Bill (Obstruction of Public Places) Amendment Bill without notice and pass through all stages without delay. The Bill amends the *Summary Offences Act 1953* to redefine the offence of obstructing a public place and increasing the penalties for the offence. The Bill passed through all stages and was sent to the Legislative Council for consideration.

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

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

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



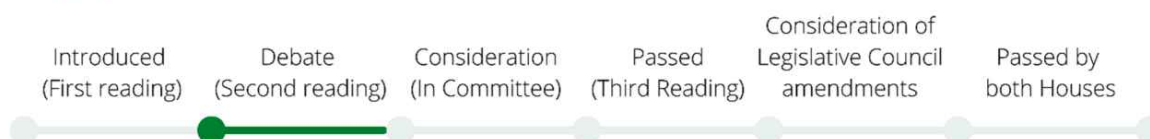
On Wednesday 17 May, the House agreed to suspend Standing and Sessional Orders to enable this Private Members' Bill (received from the Legislative Council on 1 December 2022) to be considered as a Government Bill, and the Minister for Health and Wellbeing (Hon. C J Picton) moved that the Bill be read a second time. Debate resumed on Thursday 18 May and the Bill passed through all stages with amendments. The amendments were agreed to by the Legislative Council later that day and the Bill is now awaiting Royal Assent.

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

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

Bills debated

Supply Bill 2023



On Tuesday 16 May, the House resumed the debate on the second reading of this Bill (adjourned on Thursday 23 March). On Wednesday 17 May, the House received a message from the Governor's Deputy recommending the appropriation of money as required by the Bill. Pursuant to section 59 of the *Constitution Act 1934*, it is not lawful for the Parliament to pass any Bill that appropriates money unless it is first recommended by the Governor. The message was read to the House by the Minister for Child Protection (Hon. K A Hildyard) pursuant to Standing Order No. 213. The second reading debate was further adjourned until Tuesday 30 May.

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

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

Equal Opportunity (Domestic Abuse) Amendment Bill



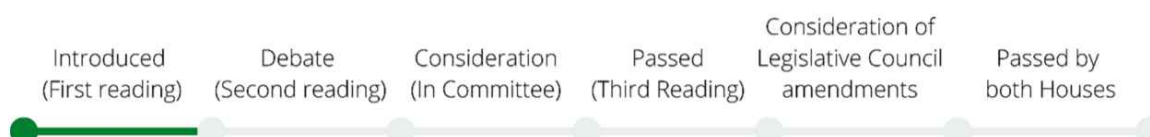
On Thursday 4 May, the Minister for Child Protection (Hon. K A Hildyard) moved that this Bill (received from the Legislative Council on 21 March) be read a second time. Debate continued and was further adjourned until Tuesday 30 May.

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

The Minister's second reading speech and subsequent debate is available from the [Parliament's website](#).

Bills received from the Legislative Council

Bills received and introduced



The following Government Bills were passed by the Legislative Council and sent to the House of Assembly for consideration:

- Statutes Amendment (Serious Vehicle and Vessel Offences) Bill
- Criminal Law Consolidation (Child Sexual Abuse) Amendment Bill

On Tuesday 16 May the Bills were read a first time and the second reading was made and Order of the Day for the next day of sitting.

The Bills are available from the [Legislation SA website](#).

Bills returned without amendments



The following Government Bill was returned from the Legislative Council without amendments:

- Rail Safety National Law (South Australia) (Fees) Amendment Bill

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

Private Members' Bills

Between 10.30am and 11.30am on each Wednesday of sitting, the House debates Private Members' Bills. These are Bills introduced by Members who are not Government Ministers.

Details on the passage of Bills through the House are available from the [South Australian Legislative Tracking](#) page of the Parliament's website.

Bills debated

Electoral (Control of Corflutes) Amendment Bill



On Wednesday 17 May, the House resumed debate on the second reading for this Bill (adjourned on 3 May). The debate was further adjourned until Wednesday 31 May.

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

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

Heritage Places (Adelaide Park Lands) Amendment Bill



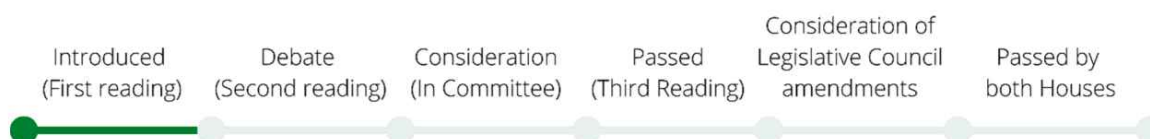
On Wednesday 17 May, the Member for Bragg (Mr Batty), on behalf of the Leader of the Opposition (Hon. D J Spiers) moved the second reading for this Bill (received from the Legislative Council on 20 October). The debate was adjourned until Wednesday 31 May.

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

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

Bills received from the Legislative Council

Bills received and introduced



The following Private Members' Bill was passed by the Legislative Council and sent to the House of Assembly for consideration:

- Public Finance and Audit (Auditor-General Access to Cabinet Submissions) Amendment Bill

On Thursday 18 May the Bill was read a first time and the moving of the second reading was adjourned until Wednesday 14 June.

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

Committees

At 11.00am to 12.00pm on Thursday of each sitting week, the House debates reports of Committees and motions regarding subordinate legislation (regulations). Committee reports may be tabled at 2.00pm each sitting day during routine business.

Details on committees, including inquiries and reports, are available from the Parliament's website via: <https://www.parliament.sa.gov.au/en/Committees/Committees-Detail>

Committee Reports tabled

Natural Resources Committee

The Member for Waite (Ms Hutchesson) tabled the 3rd Report of the Natural Resources Committee entitled Belair National Park Fact-Finding Visit, 2 March 2023.

Committee Reports noted

Natural Resources Committee

On Thursday 18 May, the Minister for Health and Wellbeing (Hon. C J Picton), on behalf of the Member for Waite (Ms Hutchesson) moved to note the 3rd Report of the Natural Resources Committee entitled Belair National Park Fact-Finding Visit, 2 March 2023. The debate was adjourned until Thursday 1 June.

Public Works Committee

On Thursday 18 May, the House resumed and completed debate on the motion to note the 19th Report of the Public Works Committee entitled Truro Bypass Project.

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

Petitions

2 petitions were presented:

- No. 27 Mr Batty, from 455 residents of South Australia requesting the House to urge the Government to act to protect the Adelaide Park Lands from any further threat from developers and Governments keen to use them as a source of free land, and to immediately add the Adelaide Park Lands to the State Heritage List.
- No. 28 Hon. D G Pisoni, from 238 residents of Unley and greater South Australia requesting the House to urge the Government to add the Adelaide Parklands to the State Heritage Register

and to find alternative sites for the SAPOL Mounted Operations Unit and associated infrastructure that do not impact areas of high biodiversity, nor result in the loss of tree canopy and publicly accessible open green space.

Papers

All papers tabled in the House of Assembly are available from the [Tabled Papers and Petitions database](#) on the Parliament's website.

Questions

Questions without notice (Question Time)

64 questions were asked to Ministers during Question Time (53 by Opposition Members, 8 by Government Members and 3 by Independent Members). Pursuant to Standing Order No. 78, Question Time is held from 2.00pm on each sitting day.

The Hansard transcripts of Question Time are available from the Parliament's website. Question Time is live streamed each sitting day via the [Parliament's website](#) and [Facebook page](#).

Sitting times and adjournment

Sitting times

The House sat for three days and a total of 20 hours and 8 minutes:

- Tuesday 16 May – 11.00am to 5.32 pm
- Wednesday 17 May – 10.30am to 5.34 pm
- Thursday 18 May – 11.00am to 5.32 pm.

Adjournment

At 5.32 pm on Thursday 18 May, the House adjourned until Tuesday 31 May at 11.00am.

Further information

Further information is available from the Parliament of South Australia's website via the following pages:

- [Business of the Assembly](#) – links to Notice Papers and daily programs;
- [Committees](#) – information on the work of parliamentary committees;
- [Standing Orders](#) – the rules of the House of Assembly;
- [SA Legislative Tracking System](#) – information on the progress of bills;
- [Tabled Papers and Petitions](#) – indexes and database of tabled papers;
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Condolence Motion

Condolence Motion – Dr Andrew Lee Evans OAM

On Tuesday 30 May, the House agreed to a motion, moved by the Premier, expressing its deep regret at the death of Dr Andrew Lee Evans OAM, former Member of the Legislative Council, and placed on record its appreciation of his meritorious service.

Dr Evans was a Member of the Legislative Council between 2002 and 2008 and served on the Statutory Authorities Review Committee and the Aboriginal Lands Parliamentary Standing Committee.

As a mark of respect, Members rose in their places to observe a minute's silence, and the House suspended for 10 minutes.

The Leader of the Opposition (Hon. D J Speirs) and Mr Pederick also spoke to the condolence motion. The Hansard transcript of the debate is available from the [Parliament's website](#).

Motions

Sorry Day

On Wednesday 31 May, the House agreed to the following motion moved by the Member for Newland (Ms Savvas)

That this House –

- (a) recognises that 26 May 2023 is National Sorry Day;
- (b) acknowledges the day being one to acknowledge the strength of the Stolen Generation Survivors and reflect on how we all play a part in the healing process for our people and nation; and
- (c) recognises the Malinauskas Labor Government's commitment to strengthening relationships with Aboriginal and First Nations peoples through a number of initiatives including implementing a State-based version of the Uluru Statement from the Heart – Voice, Treaty and Truth.

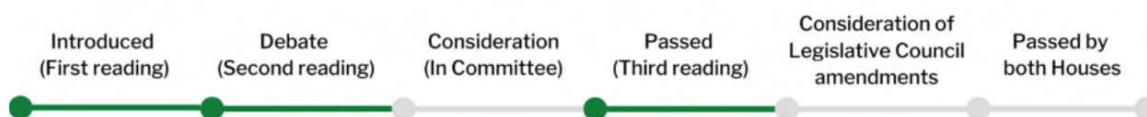
The Hansard transcript of the debate is available from the [Parliament's website](#).

Government Bills

Details on the passage of Bills through the House are available from the [South Australian Legislative Tracking](#) page of the Parliament's website.

Bills passed

Supply Bill 2023



On Tuesday 30 May, the House resumed the second reading debate on this Bill (adjourned on Thursday 23 March). The Bill was read a second time and the Treasurer (Hon. S C Mullighan) moved 'that the House note grievances' pursuant to Standing Order No. 265. On Wednesday 31 May the grievance debate concluded, and the House passed the Bill without amendment and sent it to the Legislative Council for consideration.

Standing Order No. 265 provides that unless it is ordered that an Appropriation of Supply Bill be referred to Estimates Committees, when an Appropriation or Supply Bill has been read a second time, a Member may discuss grievances on the motion, moved by a Minister, 'That the House note grievances'.

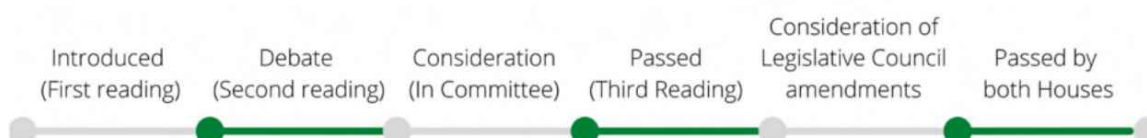
House of Representatives Practice (7th edition) at Chapter 16 provides the following definition:

The grievance debate is regarded by private Members as a most useful opportunity to raise matters in which they have a particular interest or to ventilate complaints or concerns of constituents. The matter raised need not necessarily be an actual 'grievance'. A wide-ranging debate, similar in scope to that which may occur on the motion for the adjournment of the House, may take place.

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

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

Equal Opportunity (Domestic Abuse) Amendment Bill



On Thursday 1 June, the House resumed the second reading debate on this Bill (adjourned on Thursday 18 May). The House agreed to the second reading. The House passed the Bill without amendment. The Bill was returned to the Legislative Council and is now awaiting Royal Assent.

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

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

Criminal Law Consolidation (Child Sexual Abuse) Amendment Bill



On Thursday 1 June, the Minister for Child Protection (Hon. K A Hildyard) moved the second reading of this Bill (received from the Legislative Council on Tuesday 16 May). Debate ensued and the House

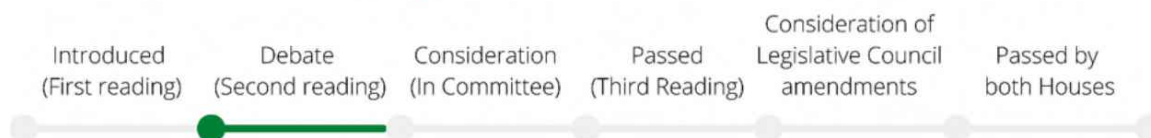
passed the Bill without amendment. The Bill was returned to the Legislative Council and is now awaiting Royal Assent.

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

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

Bills debated

Environment Protection (Objects of Act and Board Attributes) Amendment Bill



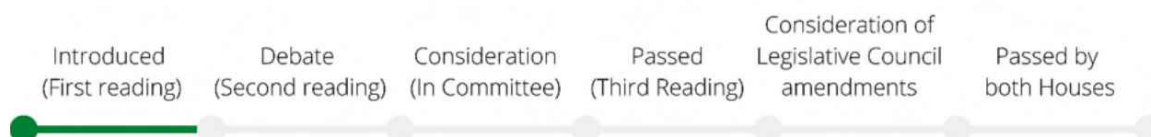
On Thursday 1 June, the House resumed the debate on the second reading of this Bill (adjourned on Wednesday 3 May). The debate was further adjourned until Tuesday 13 June.

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

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

Bills received from the Legislative Council

Bills received and introduced



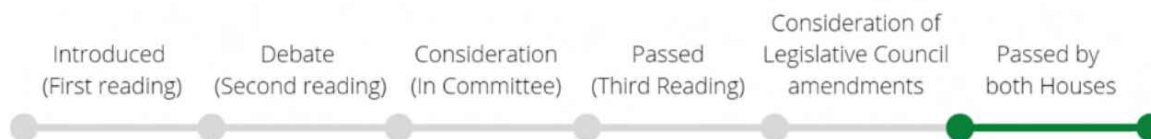
The following Government Bills were passed by the Legislative Council and sent to the House of Assembly for consideration:

- Evidence (Aboriginal Traditional Laws and Customs (Amendment Bill))

On Thursday 1 June, the Bill was read a first time and the second reading was made and Order of the Day for Tuesday 13 June.

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

Bills returned without amendment

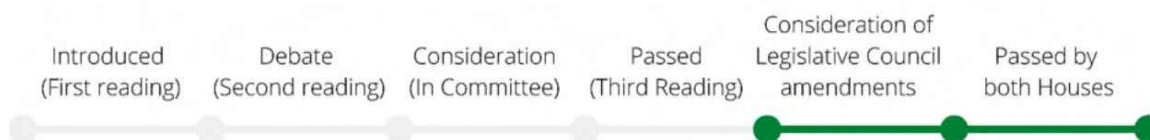


- Tobacco and E-Cigarette Products (Tobacco Product Prohibitions) Amendment Bill.

On Tuesday 30 May, the House received a message from the Legislative Council agreeing to the amendments of the House of Assembly.

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

Bills returned with amendments



The following Government Bill was returned from the Legislative Council with amendments:

- Summary Offences (Obstruction of Public Places) Amendment Bill

Summary Offences (Obstruction Of Public Places) Amendment Bill

On Wednesday 31 May, the Legislative Council returned this Bill to the House with three amendments. The House agreed to the amendments and the Bill is now awaiting Royal Assent.

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

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

Committees

At 11.00am to 12.00pm on Thursday of each sitting week, the House debates reports of Committees and motions regarding subordinate legislation (regulations). Committee reports may be tabled at 2.00pm each sitting day during routine business.

Details on committees, including inquiries and reports, are available from the Parliament's website via: <https://www.parliament.sa.gov.au/en/Committees/Committees-Detail>

Committee membership

The following changes were made to the membership of committees:

- **Standing Orders Committee** – The Member for Finniss (Mr Basham) replaced the Member for Schubert (Mrs Hurn).
- **Social Development Committee** – The Member for Unley (Hon. D G Pisoni) replaced the Member for Chaffey (Mr Whetstone), resigned.

Committee Reports tabled

Legislative Review Committee

The Member for Playford (Mr Fulbrook) tabled the 26th Report of the Legislative Review Committee entitled Subordinate Legislation.

Public Works Committee

The Presiding Member (Mr Brown) tabled the 29th Report of the Public Works Committee entitled Leigh Creek Health Clinic (Paper No. 226).

Committee Reports noted

Public Works Committee

On Thursday 1 June, the Presiding Member (Mr Brown) of the Public Works Committee moved that the 29th Report of the Public Works Committee entitled Leigh Creek Health Clinic, be noted.

Natural Resources Committee

On Thursday 1 June, the Order of the Day was read for the adjourned debate on the motion of the Minister for Health and Wellbeing (Hon. C J Picton) – That the 3rd Report of the Natural Resources Committee entitled Belair National Park Fact-Finding Visit, 2 March 2023, be noted.

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

Petitions

Two petitions were presented:

- No. 29 The Minister for Infrastructure and Transport (Hon. A Koutsantonis), from 5800 Residents of South Australia requesting the House to urge the Government not to provide public funding to Adelaide Football Club (AFC) to develop the Thebarton Oval/Kings Reserve Precinct unless there is commitment from the AFC to adopt an alternate design which would preserve almost all of the 150 mature native trees that exist on the western half of Kings Reserve.
- No. 30 Mr Pederick, from 402 Residents of South Australia requesting the House to urge the Government to immediately reopen the Emergency Department at the Strathalbyn and District Health Service to its pre-COVID operating hours and provide whatever workforce is necessary to operate this facility.

Papers

All papers tabled in the House of Assembly are available from the [Tabled Papers and Petitions database](#) on the Parliament's website.

Questions

Questions without notice (Question Time)

49 questions were asked to Ministers during Question Time (36 by Opposition Members, 11 by Government Members and 2 by Independent Members). Pursuant to Standing Order No. 78, Question Time is held from 2.00pm on each sitting day.

The Hansard transcripts of Question Time are available from the Parliament's website. Question Time is live streamed each sitting day via the [Parliament's website](#).

Sitting times and adjournment

Sitting times

The House sat for three days and a total of 16 hours and 55 minutes:

- Tuesday 30 May – 11.00am to 5.20 pm
- Wednesday 31 May – 10.30am to 5.33 pm
- Thursday 1 June – 11.00am to 5.32 pm.

Adjournment

At 5.32 pm on Thursday 1 June, the House adjourned until Tuesday 13 June 2023 at 11.00am.

Further information

Further information is available from the Parliament of South Australia's website via the following pages:

- [Business of the Assembly](#) – links to Notice Papers and daily programs;
- [Committees](#) – information on the work of parliamentary committees;
- [Standing Orders](#) – the rules of the House of Assembly;
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- [Hansard](#) – transcripts of the proceedings of Parliament; and
- [Glossary](#) – a glossary of Parliamentary terms.

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12 CONFIDENTIAL

Nil

13 NEXT MEETING

Tuesday 5 September 2023.

14 MEETING CLOSE

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1 MEETING OPENED**2 PRESENT****3 APOLOGIES**

**Leave of Absence
Committee Member:**
Cr John Woodward

4 DISCLOSURE STATEMENTS

Committee Members are required to:

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

5 CONFIRMATION OF MINUTES**RECOMMENDATION**

That the Minutes of the meeting of the City Advancement and Prosperity Standing Committee held on 2 May 2023 be confirmed as a true and correct record.

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

Nil

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

Nil

10 MOTIONS WITHOUT NOTICE

11 REPORTS OF THE CHIEF EXECUTIVE OFFICER

11.1 Environment Grants

Brief

This report presents an Environment Grant application which has been received for the 2022/23 financial year.

RECOMMENDATION

The Committee recommends to Council that an Environment Grant of \$4,895 (excluding GST) be approved for Cowandilla Children's Centre to purchase plants and equipment to establish a community garden.

Introduction

Council's Environment Grant Program (Program) provides the opportunity for eligible groups, organisations and individuals to develop and implement initiatives that demonstrate consistency with, and help to achieve environment strategies outlined within Council's *Community Plan 2030*. The Program has a budget of \$10,000 for the 2022/23 financial year. No grants have been approved to date and the full budget allocation of \$10,000 is currently available through the Program.

This report presents an application from Cowandilla Children's Centre for \$4,895 (excluding GST) to purchase plants and equipment to establish a community garden, for Council's consideration for approval.

Discussion

To be a successful grant recipient, the applicants must demonstrate that they meet the following eligibility requirements:

- Are located within the Council area and primarily serve West Torrens residents.
- Can demonstrate their capacity (if located outside of the City of West Torrens) to provide services and/or benefits to Council residents by forming partnerships with one or more local community groups.
- Have a current ABN or are auspiced/sponsored by an incorporated body with an ABN.
- Form a partnership (if an individual applicant) with one or more local community groups that have an ABN.
- Are a school and can demonstrate a partnership with one or more local community group(s) for the delivery of the funded activity. Applications from schools require approval from the school's governing council/board prior to making a submission to the City of West Torrens.
- Can establish (if asked) the bona fides of their group by providing the following information: a copy of their constitution; a copy of the minutes from their most recent AGM; a membership application form and annual cost of membership (if any); total membership numbers and the percentage of members who are residents of West Torrens; and the name and contact details of group members who are authorised to speak on behalf of their group.
- Elected Members, employees and members of their households are ineligible to receive community grants, environment grants, community equipment grants, sponsorships or donations. However, community and sporting groups are not precluded from applying for or receiving these grants, sponsorships or donations on the basis that a member of these groups lives in the same household as an Elected Member or employee of the City of West Torrens.

- Environment Grant applications must focus on significant environmental outcomes across one or more of the environmental strategy target areas as outlined by the Community Plan, including environmentally sustainable development, reduction of ecological impact and enhanced natural environment.

Environment Grant Application

Cowandilla Children's Centre is a component of the Cowandilla School community and has applied for \$4,895 (excluding GST) to establish an edible garden to share and grow in collaboration with families at the centre and the broader community. The application is provided in **Attachment 1**.

The garden will reflect the foods and traditional produce of both local indigenous and multicultural families at the centre, drawing on the expertise of local families to share knowledge of growing and cooking methods of the foods from the garden. A key project aim is to strengthen connections between neighbours, across generations, cultures and abilities. Community members will be able to access to the garden at all times and Cowandilla Children's Centre has demonstrated that they will partner with other organisations such as Green Adelaide throughout the project.

The project aims to create an interactive, accessible space for all ages and abilities to engage with growing. The area will be wheelchair accessible, promote play and curiosity while maintaining a focus on respect and responsibility for the environment.

The Environment Grant will be used to engage a local West Torrens based contractor to construct the garden (\$2,560) including purchase of raised garden beds (\$1,021), road base (\$360), fruit trees (\$210), irrigation (\$264) and native plants (\$480).

The SmartyGrants online application requests the applicant to submit three quotes should any item be greater than \$1,000. In this instance only one quote has been provided as the school has developed the project with support from the contractor. The Administration has reviewed the quote to ensure costs are reasonable and not inflated by the contractor and the centre for the purpose of the grant. The costs are considered to be fair and reasonable.

Further, it has been determined that the applicant has built a collaborative relationship with the contractor which will result in ongoing benefits and resources for the school community, the wider community and the environment and so is supported.

While the applicant has not provided the amount of quotes stipulated in the guidelines, on the basis that the costs appear to be fair and reasonable and a positive local community project has been developed, the Administration considers the application to be a worthwhile and valuable use of Council's Environment Grants program.

An assessment of the grant application against the eligible criteria is provided in **Attachment 2**.

Funding

The application was received at the end of May 2023, too late for the Committee meeting in June 2023. If the grant application is successful, payment will be in the new financial year with funds carried forward from the 2022/23 financial year.

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.)

Council's Environment Grant Program supports the community in undertaking action that will build resilience and assist adaptation to the challenges created by a changing climate.

Conclusion

The City of West Torrens Environment Grant Program provides an opportunity to support aspirations outlined in Council's *Community Plan 2030*. The application within this report is the only application received to date, and is presented for Council's consideration.

Attachments

- 1. Environment Grant - Cowandilla Children's Centre**
- 2. Grant Assessment**

Environment Grants 2022-23
Environment Grants application
Application No. EG000042023 From Cowandilla Children's Centre
Form Submitted 23 May 2023, 1:54PM ACST

Eligibility and Contact Details

*** indicates a required field**

Applicants: please note

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

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

Privacy - Council's use of personal information

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

Applicant Organisation Details

Applicant organisation name *

Cowandilla Children's Centre

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

Primary (physical) address *

Wilson St

Cowandilla SA 5033 Australia

Must be an Australian postcode.

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

Postal address (if different to above)

Wilson St

Cowandilla SA 5033 Australia

Applicant website

<https://www.preschools.sa.gov.au/cowandilla-childrens-centre>

If available. Must be a URL

Primary contact person *

Mrs Peta Paynter

This is the person we will correspond with about this grant

Position held in organisation *

Director

e.g. Manager, Board Member, Fundraising Coordinator

Primary phone number *

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Back-up phone number

Fax number

If applicable

Primary contact person's email address *

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

Organisation Details

*** indicates a required field**

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

Children's Centres for early childhood development and parenting bring together education, health, community development activity and family services for families and their young children. Our centre focuses on working with families in the West Torrens Council area to provide a range of parenting programs and services such in collaboration with our onsite CaFHS team, Occupational Therapist, Speech Pathologist and Community Development Coordinator.

Must be no more than 100 words.

Does your organisation have an ABN? *

☒ Yes ☐ No

ABN *

58 795 199 776

Information from the Australian Business Register	
ABN	58 795 199 776
Entity name	COWANDILLA PRIMARY SCHOOL COUNCIL INC
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	Yes
DGR Endorsed	No
ATO Charity Type	Not endorsed More information
ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	5033 SA

Environment Grants 2022-23**Environment Grants application**

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Information retrieved at 1:56am yesterday

Must be an ABN

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

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

Please choose the option that best applies to your organisation.

What is your organisation's annual revenue?

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

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

What is your organisation's legal structure?

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

If your organisation is unincorporated it must have an auspice organisation

Project Details*** indicates a required field****Project title: ***

Cowandilla Children's Centre Edible Share and Grow Garden

Provide a name for your project/program/initiative. Your title should be short but descriptive

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Anticipated start date

22/04/2023

Anticipated end date

07/07/2023

If unknown, provide your best guess or leave blank If unknown, provide your best guess or leave blank

If successful, what do you intend doing with the grant funds? *

We would like to establish an edible garden to share and grow in collaboration with families. The area will consist of some small fruit trees with underplanting of local native, and where we can source, traditional bush tucker and herb plants. We will also have a wooden wicker bed built for seasonal vegetables.

We are looking to extend this project, connecting with Green Adelaide, to provide information and demonstration about the plant selection, plant growing patterns, harvesting and uses for eating/cooking. We would like the garden area to develop as a 'share and grow' space, where families feel they can give some seeds, seedlings or plants from their own garden and simultaneously take what they need also. (A bit like a community library or pantry works).

Must be no more than 150 words.

How does your project align to the strategic priorities of Council as outlined by the Community Plan? *

The project aligns to the Community Plan Strategic Objectives related to predominantly to 'Community Life' promoting active and healthy lifestyles for all ages and abilities, building resilience among the community through involvement, social connections and life-long learning, facilitation of community health and wellbeing and recognition of our unique local cultural identity and heritage.

We also see links to the 'Environment and Sustainability' objectives of sustainable managing resources through reuse, recycling and circular economy and developing spaces that foster the natural environment, support biodiversity and encourage people outdoors.

Must be no more than 150 words.

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

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

Our project relates to a number of the community program priorities.

The garden will reflect the foods and traditional produce of both our local indigenous and multicultural families. We will draw on the expertise of local families to share knowledge of growing and cooking methods of the foods from the garden.

The project aims to strengthen connections between neighbours, across generations, cultures and abilities. We recognise that food is often what brings people together and will encourage a community collaborative approach. Access to the garden will be always available (as the side gate is accessible 24/7).

The garden will provide a recreational resource and facility for all ages and capabilities, ensuring it is accessible and inclusive of all. We will promote social responsibility and enjoyment of the local area by connecting with families and community members to contribute to the maintenance and upkeep of the garden.

Must be no more than 150 words.

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

How does your project demonstrate innovation? Is there evidence and/or a clear reason for why it has been developed? *

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The project has developed from research that supports the idea that natural environments significantly contribute to the health, wellbeing and development of children, families and communities. It acknowledges that food brings people together and recognises the importance of social connections since the impact of the Covid Pandemic and increased cost of living. We aim to build a space that brings people together to share knowledge and resources, to strengthen relationships with a focus on healthy food and lifestyle.

In recent years our centre was heavily involved in the development of the 'Our Big Back Yard' Resource. We used this to encourage children and families to continue to access the outdoors during lockdown periods throughout the pandemic. The feedback from families was significantly positive and we have been able to recognise the benefits, first hand, of our children, families and community interaction with nature.

Must be no more than 150 words.

How do you plan to engage the groups you are targeting for this project? *

We already have a range of groups accessing both our universal and targeted programs and services. 2 universal playgroups are offered each week, regularly attended by approximately 25 families with one or more children. 4 targeted groups are also offered each week with a focus on multiculturalism, babies, physiotherapy and literacy. Our Occasional Care Program supports the learning and development of up to 36 children each week. Our playgroup facilitators and program coordinators will encourage families to contribute to the planting and harvesting during their session. The Occupational Therapist and Speech Pathologist will use the area to support families to introduce new foods to their children, exploring textures and tastes that support healthy eating. There will also be opportunities for children to develop new vocabulary as plants are established, grow and are harvested through their lifecycle.

Must be no more than 150 words.

Do you have a plan for how your project will be delivered? Does your plan consider risks involved, and how you will work with partner organisations (if applicable)? *

We have undertaken considerable consultation with our existing families and staff. Our aim is to create a very interactive, accessible space for all ages and abilities to engage with. The area will be wheelchair accessible, promote play and curiosity while maintaining a focus on respect and responsibility for the environment.

We have approached Green Adelaide to connect with the knowledge and expertise to share with our children and families. We envisage inviting community representatives and local experts to collaborate with us through information sharing sessions, cooking demonstrations and food sharing experiences. We have a sound knowledge of Food Safety Standards and undertake risk assessments for individualised activities. Our staff will be delegated to share the responsibility of monitoring the use and engagement of the garden and associated activities.

Must be no more than 150 words.

Roughly how many volunteer hours will be contributed to this project?

30

Must be a number.

Reporting your success**How will you know if you have achieved your intended outcomes? ***

We will undertake a survey with children and families at the beginning, throughout and at the end of the project asking questions about their knowledge of plants and edible foods, the benefits of growing and eating natural whole foods and their social participation in the

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community. We expect to see growth and progress in their knowledge, social participation and overall wellbeing.

Must be no more than 150 words.

Will the project be carried out in partnership with other relevant organisations? *

☒ Yes

☐ No

Name of organisation	Contact person	Role/contribution
Green Adelaide	Steven Walker	Environmental Educator Officer

Partner organisation funding

What is the amount to be funded by your partner organisation (if applicable)?

\$

Must be a dollar amount.

What will the grant funds be spent on?

Equipment (specify)	Materials (specify)	Other (specify)
Raised wicking garden bed	untreated timber, water potable food grade heavy duty plastic liner, geotextile fabric, wicking bed plumbing	soil
road base	compacted gravel, delivery and machine hire of equipment	labour
fruit trees x 3		small edible shrubs for underplanting
irrigation for area		
low maintenance hedge		

What is the total cost of the proposed purchases? *

\$4,895.00

Must be a dollar amount.

What is the amount sought from Council? *

\$4,895.00

Must be a dollar amount.

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What is the amount to be funded by your organisation? *

\$500.00

Must be a dollar amount.

Publicity and Promotion**How will you promote your project, initiative or resource? ***

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Signage | <input type="checkbox"/> Email distribution | <input checked="" type="checkbox"/> Network Meetings |
| <input checked="" type="checkbox"/> Official Launch | <input checked="" type="checkbox"/> Flyers | <input checked="" type="checkbox"/> Social Media |
| <input checked="" type="checkbox"/> Newsletters | <input type="checkbox"/> Letterbox Drop | <input type="checkbox"/> Other: |

Documentation checklist and further information**Attached is:****Supporting documents that may be appropriate (maximum of two pages)**

Filename: Quote for Edible Garden Area.pdf

File size: 86.5 kB

Maximum 25mb, recommended size no bigger than 5mb

Three quotes for purchases of any items more than \$1000*No files have been uploaded*

Maximum 25mb, recommended size no bigger than 5mb

Previous Grants received from Council**If applicable, please list all grants received from the City of West Torrens in the past three years.**

Amount	Date received	Project, initiative or resource

Certification and Feedback*** indicates a required field****Certification**

I certify that to the best of my knowledge the statements made within this application are true and correct.

I also confirm that I have read and understood the conditions for funding as outlined in the [Guidelines for City of West Torrens Grants and Sponsorships](#) and accept and agree to abide by the conditions therein.

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I also accept and agree to abide by any additional conditions outlined in any approval letter.

I agree *☒ Yes ☐ No**Name of authorised person ***

Mrs Melissa Farhnam

Must be a senior staff member, board member or appropriately authorised volunteer

Position *

Chairperson, Cowandilla Primary School Governing Council

Position held in applicant organisation (e.g. CEO, Treasurer)

Contact phone number *

Must be an Australian phone number.

Mobile number**Contact Email ***

Must be an email address.

Date *

23/05/2023

Must be a date

Applicant Feedback

You are nearing the end of the application process.

Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

This section is not mandatory

Please indicate how you found the online application process:

☒ Very easy ☐ Easy ☐ Neutral ☐ Difficult ☐ Very difficult

Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.

Project Proposal			Cowandilla Children's Centre - Edible Share and Grow Garden
Funding Sought			\$4,895
Funding Recommended			\$4,895
Eligibility criteria			
Have a current ABN or are auspiced/ sponsored by an incorporated body with an ABN			Yes
Not-for-profit			Educational Institution
Limited capacity to raise funds			✓
Located in or services primarily for the West Torrens area			✓
Three quotes for purchases of any items more than \$1000			One quote
Fulfilled requirements of previous environmental grants (if applicable)			n/a
What will the grant funds be spent on?			Creating open access community garden
Can demonstrate their capacity (if located outside of the City of West Torrens) to provide services and/or benefits to Council residents by forming partnerships with one or more local community groups			Yes, key partner will be Green Adelaide as well as families and the local community across West Torrens.
Ineligible aspects of application			
Funding objectives			
Application identifies significant environmental outcomes across one or more of the environmental strategy target areas as outlined by the Community Plan.	10%	9	90
The project demonstrates a long-term benefit to the City of West Torrens and its community.	10%	10	100
The application demonstrates innovation and evidence and/or other clear reason for why it has been developed.	20%	10	200
A plan for engaging the target group is outlined.	10%	9	90
The application outlines a plan for delivery - including consideration of risk, integration with other partners and innovation.	15%	8	120
The application outlines what measures will be used to evaluate whether it has been successful in achieving the stated outcome(s) - includes both qualitative and quantitative measures.	10%	8	80
The application outlines matched funding, in kind support or partner contribution (financial and in-kind).	10%	5	50
The application demonstrates consideration of: environmental sustainability, inclusivity of all members of our community and accessibility for all, low or no cost for disadvantaged groups, sustainability - not reliant on ongoing grant funding	15%	9	135
Total	100%	68	108
Comments/ conditions to be included in the grant approval			

Low 0-49
Medium 50-80
High 81-100

11.2 2023/24 Organisational Annual Service Plan

Brief

This report presents the 2023/24 Organisational Annual Service Plan.

RECOMMENDATION

The Committee recommends to Council that the 2023/24 Organisational Annual Service Plan be noted.

Introduction

The Annual Service Plan (**Attachment 1**) is an administrative document, which is compiled each year as one of the key instruments via which the organisation implements Council's *Community Plan 2030*.

The 2023/24 Organisational Annual Service Plan (Plan) focuses on key projects throughout the 2023/24 financial year which are linked to the attainment of the strategic objectives in Council's overarching *Community Plan 2030*, as well as strategies in Council's suite of strategic management and corporate plans, all which were developed as a reflection of the community's values.

Discussion

The Plan has been developed in liaison with staff, management and Executive, in alignment with the annual budget.

The format demonstrates the cross-departmental collaboration employed to deliver key projects and provides an easily read document, which delivers a snapshot to the community of the major initiatives being undertaken by Council under each of the five Focus Areas of the Community Plan. However, it is important to note that not all key strategic objectives are met in any one year but, rather, the projects contained in each Annual Service Plan advance the organisation towards the achievement of all key strategic objectives over the lifespan of the Community Plan.

It should be noted that although each project has been linked to the delivery of a primary strategic objective, many projects contribute to the achievement of a number of the strategic objectives across the five Community Plan Focus Areas matrix (**Attachment 2**).

The majority of the Plan's projects are progressed and delivered as intended during the year. Occasionally, the Executive may approve the deferral or removal of some projects due to issues such as budget constraints, change in priorities, or matters arising from partnerships with other organisations. Approval may also be granted for the extension of project completion dates due to these same reasons, while additional projects may be added to the Annual Service Plan during the year, due to reasons such as new priorities or opportunities arising, or additional external funding received.

As such, any amendments to the Plan will be approved by the Executive and reported to the City Advancement and Prosperity General Committee on a quarterly basis along with a progress update on the delivery of all projects.

Climate Impact Considerations

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

There are a number of key projects contained within the Plan that address climate impact.

Conclusion

This report provides the 2023/24 Organisational Annual Service Plan as approved by the Executive and which reflect the strategic priorities and community values articulated in *Council's Community Plan 2030*.

Progress updates on the delivery of all projects in the 2023/24 Annual Service Plan will be provided to the Committee through quarterly reports.

The 2023/24 Organisational Annual Service Plan is effective from 1 July 2023 to 30 June 2024.

Attachments

1. **Organisational Annual Service Plan 2023/24**
2. **Community Plan 2030 Strategic Objectives vs Organisational Annual Service Plan 2023/24 Key Projects Matrix**

City of West Torrens **23-24** Annual Service Plan

Our Vision

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

The five focus areas for the delivery of our vision are:



Community life

We support diversity, health and well-being, community cohesion and connections, and create opportunities to learn and enjoy the local area.

We ensure housing, urban development and infrastructure contribute to attractive and safe neighbourhoods, and how we travel in and beyond our area.



Built environment



Organisational strength

Council ensures its services lead to quality outcomes and exceptional experiences for our community.

We protect and conserve the natural environment, reuse and recycle resources, support biodiversity and respond to climate change.



Environment and sustainability



Prosperity

We support jobs, businesses and industries to generate local economic growth and activity.

The Community Plan 2030 is Council's overarching strategic plan that guides Council's priorities over the next decade. The Organisational Service Plan outlines the major initiatives being undertaken by Council each financial year to deliver on the strategic objectives of the Community Plan. Although each initiative has been linked to the delivery of a primary strategic objective, it is recognised that these projects contribute to the achievement of a number of the strategic objectives across the 5 Community Plan Focus Areas.

Community Life - Key Projects for 2023/24



Strategic Objective CL1 - A diverse, inclusive and welcoming community.

Project: Commence development of a City of West Torrens Reconciliation Plan in partnership with First Nations people.

Lead department: Office of the Mayor and CEO
Supporting departments: All departments
Delivery date: July 2023 - June 2024

Strategic Objective CL3 - Active and healthy lifestyles for all ages and abilities.

Project: Establish a new community garden (Beare Ave, Netley) that is accessible and features place-making elements.

Lead department: Community Services
Supporting departments: City Property, City Operations
Delivery date: July 2023 - June 2024

Strategic Objective CL7 - Recognition of our unique local cultural identity and heritage.

Project: Work in liaison with the land owners to deliver the Riverbank Christmas Display.

Lead department: City Operations
Supporting departments: Office of the Mayor and CEO
Delivery date: July 2023 - January 2024

Project: Plan and manage the major redevelopment of Thebarton Theatre.

Lead department: City Property
Supporting departments: City Assets, City Development, Financial Services, Strategy and Business
Delivery date: July 2023 - June 2024

Project: Plan and manage the staged upgrade of Star Theatre.

Lead department: City Property
Supporting departments: City Assets, City Development, Financial Services, Strategy and Business
Delivery date: July 2023 - June 2024

Project: Commence a review of Heritage Listed Buildings, Areas and Items located within the City of West Torrens.

Lead department: Strategy and Business
Supporting departments: City Assets, City Property, City Development, Community Services, Financial Services
Delivery date: July 2023 - June 2024

Built Environment - Key Projects for 2023/24



Strategic Objective BE1 - An attractive, safe and cohesive urban environment that supports better quality development assessment outcomes, diverse housing choice and compatible non-residential development.

Project:

Undertake an 'Infill Case Study' to determine the effects of infill development and urban corridor development on Neighbourhood type zones and identify the potential gaps and improvements to policy that could improve outcomes.

Lead department: Strategy and Business

Supporting departments: City Development, City Assets

Delivery date: July 2023 - June 2024

Project:

Undertake a Land Use Strategic Directions review to identify future land use needs in response to population growth and change in housing needs.

Lead department: Strategy and Business

Supporting departments: City Development, City Assets

Delivery date: July 2023 - June 2024

Strategic Objective BE2 - Infrastructure that meet the needs of a changing city and climate.

Project:

Continue to work in partnership with the Department of Infrastructure and Transport on the North/South Corridor project.

Lead department: City Assets

Supporting departments: City Property, Strategy and Business

Delivery date: July 2023 - June 2024

Project:

Continue to partner with other councils and the Brown Hill Keswick Creek Board to contribute to the Brown Hill Keswick Creek Flood Mitigation Scheme project.

Lead department: City Assets

Supporting departments: Strategy and Business, City Operations, City Property

Delivery date: July 2023 - June 2024

Project:

Project manage the staged upgrade of the stormwater drainage systems in Kurralla Park; North Plympton/Plympton; and various local area minor drainage systems to mitigate the risk of flooding.

Lead department: City Assets

Supporting departments: City Operations, City Property

Delivery date: July 2023 - June 2024

Strategic Objective BE3 - Neighbourhoods designed to promote safe, active travel and strengthen connections, amenity and accessibility.

Project:

Project manage the staged upgrade of the Reece Jennings Bicycle Path and the installation of bicycle racks and facilities in reserves.

Lead department: City Assets

Supporting departments: Strategy and Business, City Operations, City Property

Delivery date: July 2023 - June 2024

Project:

Project manage the staged establishment of the Thebarton Riverbank shared pathway.

Lead department: City Assets

Supporting departments: Strategy and Business, City Operations, City Property

Delivery date: July 2023 - June 2024

Built Environment - Key Projects for 2023/24



Strategic Objective BE4 - A variety of indoor and outdoor sport, recreation and community facilities and open spaces.

Project:
Manage the staged major redevelopment of Richmond Oval.

Lead department: City Property

Supporting departments: Community Services, City Assets, City Operations, Strategy and Business, Financial Services

Delivery date: July 2023-June 2024

Project:
Manage the staged major redevelopment of Thebarton Oval Precinct.

Lead department: Office of the Mayor And CEO

Supporting departments: City Property, Community Services, City Assets, City Operations, Strategy and Business

Delivery date: July 2023 - June 2024

Project:
Commence planning for the relocation of Thebarton Community Centre.

Lead department: City Property

Supporting departments: Community Services, City Assets

Delivery date: July 2023 - June 2024

Project:
Manage the staged major redevelopment of Apex Park.

Lead department: City Property

Supporting departments: Community Services, City Assets, City Operations, Strategy and Business, Financial Services

Delivery date: July 2023 - June 2024

Project:
Manage the staged redevelopment of Kesmond Reserve.

Lead department: City Property

Supporting departments: Community Services, City Assets, City Development, Strategy and Business

Delivery date: July 2023 - June 2024

Project:
Develop a Masterplan for a new lawn bowls facility at Lockleys Oval.

Lead department: City Property

Supporting departments: Community Services, City Assets, City Operations, Strategy and Business, Financial Services

Delivery date: July 2023 - June 2024

Project:
Manage the staged major redevelopment of Frank Norton Reserve (Torrensville).

Lead department: City Property

Supporting departments: Community Services, City Assets, City Development, Strategy and Business

Delivery date: July 2023 - June 2024

Prosperity - Key Projects for 2023/24



Strategic Objective P1 - A diverse, resilient and competitive economy, including small business, tourism and export sectors.

Project:

Continue to participate in and work with partner councils on the Building Western Adelaide Strategy to improve economic prosperity.

Lead department: Office of the Mayor and CEO

Supporting departments: Strategy and Business

Delivery date: July 2023 - June 2024

Strategic Objective P2 - Optimise the benefits of local activity and key employment precincts.

Project:

Develop a main street vision for Henley Beach Rd precinct.

Lead department: City Assets

Supporting departments: Strategy and Business, Office of the Mayor and CEO, City Development

Delivery date: July 2023 - June 2024

Strategic Objective P4 - Promote opportunities and economic advantage arising from Adelaide Airport and our proximity to the CBD.

Project:

Continue to partner with Adelaide Airport Ltd. in assisting to achieve the objectives of the Adelaide Airport Master Plan.

Lead department: Office of the Mayor and CEO

Supporting departments: Strategy and Business, City Development, City Assets

Delivery date: July 2023 - June 2024

Environment and Sustainability - Key Projects for 2023/24



Strategic Objective ES1 - Sustainably manage our resources through reuse, recycling and circular economy.

Project: Undertake a trial for weekly collection of Food Organics and Garden Organics across the City of West Torrens.

Lead department: Compliance and Waste

Supporting departments: Strategy and Business

Delivery date: July 2023 - June 2024

Strategic Objective ES2 - Reduce the City's impact on the environment.

Project: Develop a Waste Education package for use with schools, businesses and community groups.

Lead department: Compliance and Waste

Supporting departments: Strategy and Business

Delivery date: July 2023 - June 2024

Project: Implement water use efficiency initiatives across a range of facilities and spaces, using the outcomes of the Optimal Water Mix Study and the Water Efficiency Audit.

Lead department: Strategy and Business

Supporting departments: City Property, City Operations

Delivery date: July 2023 - June 2024

Project: Develop an Emissions Reduction Plan, which includes setting an emissions reduction target and actions to achieve that target.

Lead department: Strategy and Business

Supporting departments: City Property, City Operations, City Assets

Delivery date: July 2023 - June 2024

Project: Undertake an education and engagement program with tenants of City of West Torrens owned buildings and facilities on reducing energy consumption and water-sensitive behaviour and practices.

Lead department: Strategy and Business

Supporting departments: City Property, Community Services

Delivery date: July 2023 - June 2024

Project: Investigate the option of lodging an Expression of Interest for eligibility in the Community Batteries Funding Round 2 program from the Australian Renewable Energy Agency (ARENA).

Lead department: Strategy and Business

Supporting departments: City Property

Delivery date: July 2023 - June 2024

Project: Continue with the transitioning of Council-owned street lighting to LED.

Lead department: City Assets

Supporting departments: City Property, City Operations

Delivery date: July 2023 - June 2024



Environment and Sustainability - Key Projects for 2023/24

Strategic Objective ES3 - Prepare for and respond to the challenges of a changing climate.

Project: Undertake a 'Tree Canopy Modelling Study' to determine a canopy target and resources required to meet that target.
Lead department: Strategy and Business
Supporting departments: City Operations, City Assets
Delivery date: July 2023 - June 2024

Project: Continue to work with partner councils and stakeholders on progressing the implementation of the AdaptWest Climate Adaptation Plan.
Lead department: Strategy and Business
Supporting departments: City Operations
Delivery date: July 2023 - June 2024

Project: Continue to offer a range of rebates to the community to support environmentally sustainable outcomes, including the Rainwater tank rebates, the Tree Incentive rebates and the Significant and Regulated Tree Assistance rebates.
Lead department: Strategy and Business
Supporting departments: City Operations
Delivery date: July 2023 - June 2024

Project: Continue to partner with other organisations to deliver a range of community greening activities, such as the Native Plant Giveaway program, Grow It Local and community planting events.
Lead department: Strategy and Business
Supporting departments: City Operations
Delivery date: July 2023 - June 2024

Strategic Objective ES4 - Open spaces that foster the natural environment, support biodiversity and encourage people to spend time outdoors.

Project: Work in partnership with Green Adelaide on the River Torrens Recovery project to undertake environmental improvement works along River Torrens Linear Park.
Lead department: Strategy and Business
Supporting departments: City Operations
Delivery date: July 2023 - June 2024



Organisational Strength - Key Projects for 2023/24

Strategic Objective OS3 - High levels of governance, transparency and integrity.

Project:

Undertake a comprehensive review of Council's Community Plan 2030.

Lead department: Strategy and Business

Supporting departments: All departments

Delivery date: July 2023 - June 2024

Strategic Objective OS4 - An inclusive, innovative and collaborative organisation.

Project:

Develop and implement a Human Resource Management Dashboard Reporting System.

Lead department: People and Safety

Supporting departments: All departments

Delivery date: July 2023 - June 2024

Project:

Facilitate, identify, assist to implement and measure improvements using LEAN framework for the following:
 - data governance process;
 - organisational service levels; and
 - customer relationship management process (customer requests).

Lead department: Office of the Mayor and CEO

Supporting departments: Information Services, People and Safety

Delivery date: July 2023 - June 2024

Strategic Objective OS5 - A safe, healthy and resilient workforce.

Project:

Continue to undertake the program to become certified as an accredited White Ribbon organisation.

Lead department: People and Safety

Supporting departments: All departments

Delivery date: July 2023 - June 2024



Organisational Strength - Key Projects for 2023/24

Strategic Objective OS6 - A workforce that meets current needs and plans for future needs.

Project: Commence the development of a City of West Torrens Organisational Workforce Strategy.

Lead department: People and Safety
Supporting departments: All departments.
Delivery date: July 2023 - June 2024

Strategic Objective OS9 - Technology as a tool to help innovate how we interact with each other and our community

Project: Provide platforms that support self-service, customer relationship management, customer awareness and customer engagement.

Lead department: Information Services
Supporting departments: All departments
Delivery date: July 2023 - June 2024

Project: Improve the governance and management of sensitive and/or critical personal information to support protecting individuals' identities.

Lead department: Information Services
Supporting departments: Governance and Risk
Delivery date: July 2023 - June 2024

Project: Expand our use of business intelligence functionality to underpin decision making related to customer service and management of community assets.

Lead department: Information Services
Supporting departments: All Departments
Delivery date: July 2023 - June 2024

Project: Develop and contribute to the Council's Cyber Security Management System, including tailored alignment with the Australian Cyber Security Centre, the South Australian Cyber Security Framework and the Council's overall business strategy to manage and mitigate cyber risk.

Lead department: Information Services
Supporting departments: Governance and Risk, Office of the Mayor and CEO
Delivery date: July 2023 - June 2024

Strategic Objective OS10 - A resilient organisation that is able to effectively respond to emergency incidents and events.

Project: Conduct a community resilience campaign 'Coping in the Heat'.

Lead department: Governance and Risk
Supporting departments: Strategy and Business, Community Services
Delivery date: July 2023 - December 2023

Organisational Annual Service Plan 2023/24 Key Projects		Community Plan 2030 Strategic Objectives																														
		A diverse, inclusive and welcoming community.	Universal accessibility to facilities and services.	Active and healthy lifestyles for all ages and abilities.	A resilient community through community involvement, social connections and life-long learning.	A community that embraces technological change and the opportunities it offers.	Facilitation of community health, wellbeing and safety.	Recognition of our unique local cultural identity and heritage.	An attractive, safe and cohesive urban environment that supports better quality development assessment outcomes, diverse housing choice and compatible non-residential development.	Infrastructure that meet the needs of a changing city and climate.	Neighbourhoods designed to promote safe, active travel and strengthen connections, amenity and accessibility.	A variety of indoor and outdoor sport, recreation and community facilities and open spaces.	Place-making and public art which enhance the visitor experience at key destinations.	A diverse, resilient and competitive economy, including small business, tourism and export sectors.	Optimise the benefits of local activity and key employment precincts.	Economic development through innovation, collaboration and investment and connections between businesses and the community.	Promote opportunities and economic advantage arising from Adelaide Airport and our proximity to the CBD.	Sustainably manage our resources through reuse, recycling and circular economy.	Reduce the City's impact on the environment.	Prepare for and respond to the challenges of a changing climate.	Open spaces that foster the natural environment, support biodiversity and encourage people to spend time outdoors.	Protect and expand the urban forest.	Strong partnerships and working relationships with our community, other organisations and spheres of Government.	Customer experience and community are at the centre of our considerations	High levels of governance, transparency and integrity.	An inclusive, innovative, and collaborative organisation.	A safe, healthy and resilient workforce.	A workforce that meets current needs and plans for future needs.	Sustainable financial management principles.	Our community can communicate and meaningfully engage with Council.	Technology as a tool to help innovate how we interact with each other and our community.	A resilient organisation that is able to effectively respond to emergency incidents and events.
	Commence development of a City of West Torrens Reconciliation Plan in partnership with First Nations people.	●			●		●	●															●									
	Establish a new community garden (Beare Ave, Netley) that is accessible and features place-making elements.		●	●	●						●	●									●											
	Work in liaison with the land owners to deliver the Riverbank Christmas Display.				●			●				●	●										●									
	Plan the management and major redevelopment of Thebarton Theatre.		●					●			●	●	●			●																
	Plan and manage the staged upgrade of Star Theatre.		●					●			●	●	●			●																
	Commence a review of Heritage Listed Buildings, Areas and Items located within the City of West Torrens.							●			●																					
	Undertake an 'Infill Case Study' to determine the effects of infill development and urban corridor development on Neighbourhood type zones and identify the potential gaps and improvements to policy that could improve outcomes.						●	●			●								●	●			●									
	Undertake a Land Use Strategic Directions review to identify future land use needs in response to population growth and change in housing needs.						●	●			●	●	●						●	●	●											
	Continue to work in partnership with the Department of Infrastructure and Transport on the North/South Corridor project.						●	●			●	●	●									●	●									
	Continue to partner with other councils and the Brown Hill Keswick Creek Board to contribute to the Brown Hill Keswick Creek Flood Mitigation Scheme project.						●				●								●	●			●									●
	Project manage the staged upgrade of the stormwater drainage systems in Kurralta Park; North Plympton/Plympton; and various local area minor drainage systems to mitigate the risk of flooding.						●				●								●	●												
	Project manage the staged upgrade of the Reece Jennings Bicycle Path and the installation of bicycle racks and facilities in reserves.		●	●			●			●	●	●							●		●											

Note: The large coloured dots indicate the primary Strategic Objective that the project is linked to. The smaller black dots indicate secondary Strategic Objectives that the project is linked to.

Organisational Annual Service Plan 2023/24 Key Projects		Community Plan 2030 Strategic Objectives																																
		A diverse, inclusive and welcoming community.	Universal accessibility to facilities and services.	Active and healthy lifestyles for all ages and abilities.	A resilient community through community involvement, social connections and life-long learning.	A community that embraces technological change and the opportunities it offers.	Facilitation of community health, wellbeing and safety.	Recognition of our unique local cultural identity and heritage.	An attractive, safe and cohesive urban environment that supports better quality development assessment outcomes, diverse housing choice and compatible non-residential development.	Infrastructure that meet the needs of a changing city and climate.	Neighbourhoods designed to promote safe, active travel and strengthen connections, amenity and accessibility.	A variety of indoor and outdoor sport, recreation and community facilities and open spaces.	Place-making and public art which enhance the visitor experience at key destinations.	A diverse, resilient and competitive economy, including small business, tourism and export sectors.	Optimise the benefits of local activity and key employment precincts.	Economic development through innovation, collaboration and investment and connections between businesses and the community.	Promote opportunities and economic advantage arising from Adelaide Airport and our proximity to the CBD.	Sustainably manage our resources through reuse, recycling and circular economy.	Reduce the City's impact on the environment.	Prepare for and respond to the challenges of a changing climate.	Open spaces that foster the natural environment, support biodiversity and encourage people to spend time outdoors.	Protect and expand the urban forest.	Strong partnerships and working relationships with our community, other organisations and spheres of Government.	Customer experience and community are at the centre of our considerations	High levels of governance, transparency and integrity.	An inclusive, innovative, and collaborative organisation.	A safe, healthy and resilient workforce.	A workforce that meets current needs and plans for future needs.	Sustainable financial management principles.	Our community can communicate and meaningfully engage with Council.	Technology as a tool to help innovate how we interact with each other and our community.	A resilient organisation that is able to effectively respond to emergency incidents and events.		
Project manage the staged establishment of the Thebarton Riverbank shared pathway.		●	●			●			●	●									●	●	●	●												
	Manage the staged major redevelopment of Richmond Oval.		●	●	●			●			●	●	●			●					●	●	●											
	Manage the staged major redevelopment of Thebarton Oval Precinct.		●	●	●			●			●	●	●			●					●	●	●								●			
	Commence planning for the relocation of Thebarton Community Centre.		●	●	●						●											●								●				
	Manage the staged major redevelopment of Apex Park.		●	●	●						●	●							●	●	●	●												
	Manage the staged redevelopment of Kesmond Reserve.		●	●	●						●	●							●	●	●	●												
	Develop a Masterplan for a new lawn bowls facility at Lockleys Oval.		●	●	●						●											●												
	Manage the staged major redevelopment of Frank Norton Reserve (Torrensville).		●	●	●						●								●	●	●	●												
	Continue to participate in and work with partner councils on the Building Western Adelaide Strategy to improve economic prosperity.		●			●		●			●	●	●	●	●	●	●						●	●										
	Develop a main street vision for Henley Beach Rd precinct.		●			●	●	●	●	●	●		●	●	●	●	●		●			●		●										
	Continue to partner with Adelaide Airport Ltd. in assisting to achieve the objectives of the Adelaide Airport Master Plan.						●	●	●	●			●	●	●	●	●		●				●											
	Undertake a trial for weekly collection of Food Organics and Garden Organics across the City of West Torrens.																	●	●	●		●		●										
	Develop a Waste Education package for use with schools, businesses and community groups.				●													●	●	●			●											
	Implement water use efficiency initiatives across a range of facilities and spaces, using the outcomes of the Optimal Water Mix Study and the Water Efficiency Audit.																	●	●	●	●		●											
	Develop an Emissions Reduction Plan, which includes setting an emissions reduction target and actions to achieve that target.																	●	●	●			●											

Note: The large coloured dots indicate the primary Strategic Objective that the project is linked to. The smaller black dots indicate secondary Strategic Objectives that the project is linked to.

Community Plan 2030 Strategic Objectives

Organisational Annual Service Plan 2023/24 Key Projects	Undertake an education and engagement program with tenants of City of West Torrens owned buildings and facilities on reducing energy consumption and water-sensitive behaviour and practices.																		●	●	●			●												
	Investigate the option of lodging an Expression of Interest for eligibility in the Community Batteries Funding Round 2 program from the Australian Renewable Energy Agency (ARENA).				●														●	●	●			●												
	Continue with the transitioning of Council-owned street lighting to LED.					●				●										●	●															
	Undertake a 'Tree Canopy Modelling Study' to determine a canopy target and resources required to meet that target.					●				●											●	●	●	●												
	Continue to work with partner councils and stakeholders on progressing the implementation of the AdaptWest Climate Adaptation Plan.				●		●												●	●	●	●	●	●										●		
	Continue to offer a range of rebates to the community to support environmentally sustainable outcomes, including the Rainwater tank rebates, the Tree Incentive rebates and the Significant and Regulated Tree Assistance rebates.																		●	●	●			●	●											
	Continue to partner with other organisations to deliver a range of community greening activities, such as the Native Plant Giveaway program, Grow It Local and community planting events.																			●	●	●	●	●	●											
	Work in partnership with Green Adelaide on the River Torrens Recovery project to undertake environmental improvement works along River Torrens Linear Park.			●			●				●	●								●	●	●	●	●												
	Undertake a comprehensive review of Council's Community Plan 2030.																							●	●	●	●	●		●	●					
	Develop and implement a Human Resource Management Dashboard Reporting System.																								●	●	●	●					●			

Note: The large coloured dots indicate the primary Strategic Objective that the project is linked to. The smaller black dots indicate secondary Strategic Objectives that the project is linked to.

Community Plan 2030 Strategic Objectives

Organisational Annual Service Plan 2023/24 Key Projects		Community Plan 2030 Strategic Objectives																																
		A diverse, inclusive and welcoming community.	Universal accessibility to facilities and services.	Active and healthy lifestyles for all ages and abilities.	A resilient community through community involvement, social connections and life-long learning.	A community that embraces technological change and the opportunities it offers.	Facilitation of community health, wellbeing and safety.	Recognition of our unique local cultural identity and heritage.	An attractive, safe and cohesive urban environment that supports better quality development assessment outcomes, diverse housing choice and compatible non-residential development.	Infrastructure that meet the needs of a changing city and climate.	Neighbourhoods designed to promote safe, active travel and strengthen connections, amenity and accessibility.	A variety of indoor and outdoor sport, recreation and community facilities and open spaces.	Place-making and public art which enhance the visitor experience at key destinations.	A diverse, resilient and competitive economy, including small business, tourism and export sectors.	Optimise the benefits of local activity and key employment precincts.	Economic development through innovation, collaboration and investment and connections between businesses and the community.	Promote opportunities and economic advantage arising from Adelaide Airport and our proximity to the CBD.	Sustainably manage our resources through reuse, recycling and circular economy.	Reduce the City's impact on the environment.	Prepare for and respond to the challenges of a changing climate.	Open spaces that foster the natural environment, support biodiversity and encourage people to spend time outdoors.	Protect and expand the urban forest.	Strong partnerships and working relationships with our community, other organisations and spheres of Government.	Customer experience and community are at the centre of our considerations	High levels of governance, transparency and integrity.	An inclusive, innovative, and collaborative organisation.	A safe, healthy and resilient workforce.	A workforce that meets current needs and plans for future needs.	Sustainable financial management principles.	Our community can communicate and meaningfully engage with Council.	Technology as a tool to help innovate how we interact with each other and our community.	A resilient organisation that is able to effectively respond to emergency incidents and events.		
	Facilitate, identify, assist to implement and measure improvements using LEAN framework for the following: - data governance process; - organisational service levels; and - customer relationship management process (customer requests)																																	
	Continue to undertake the program to become certified as an accredited White Ribbon organisation.	●																					●											
	Commence the development of a City of West Torrens Organisational Workforce Strategy.																																	
	Provide platforms that support self-service, customer relationship management, customer awareness and customer engagement.		●			●																			●									
	Improve the governance and management of sensitive and/or critical personal information to support protecting individuals' identities.																								●							●		
	Expand our use of business intelligence functionality to underpin decision making related to customer service and management of community assets.		●			●																			●								●	
	Develop and contribute to the Council's Cyber Security Management System, including tailored alignment with the Australian Cyber Security Centre, the South Australian Cyber Security Framework and the Council's overall business strategy to manage and mitigate cyber risk.					●																		●		●						●	●	
	Conduct a community resilience campaign 'Coping in the Heat'.					●													●					●	●								●	

Note: The large coloured dots indicate the primary Strategic Objective that the project is linked to. The smaller black dots indicate secondary Strategic Objectives that the project is linked to.

11.3 Strategy Unit Activity Report 14 April to 16 June 2023

Brief

This report presents the Strategy Unit's Activity Report for the period 14 April to 16 June 2023.

RECOMMENDATION

The Committee recommends to Council that the Strategy Unit Activity Report for the period 14 April to 16 June 2023 be received.

Introduction

The Strategy Unit within the Administration assists the City of West Torrens to achieve its goals by developing and delivering important strategic projects and informing on policies that are relevant to West Torrens. The Unit works closely with the community, Elected Members, Administration and external stakeholders to develop and implement land use policies and plans. The Unit promotes environmental sustainability within the organisation and collaborates with regional partners to create environmental and climate adaptation plans. The Unit also administers grant and rebate programs to support the community in their own heritage preservation and sustainability efforts. Additionally, the Unit is responsible for reviewing and addressing a variety of external consultations conducted by other agencies.

The Strategy Unit provides regular reports outlining the progress made on key projects and activities related to strategic priorities since the previous report.

Discussion

Corporate and Community Planning

2023/24 Organisational Annual Service Plan

The 2023/24 Organisational Service Plan (Plan) was developed in liaison with department managers and the Executive team. The Plan focuses on key projects throughout the 2023/24 financial year which are linked to the attainment of the strategic objectives in Council's overarching *Community Plan 2030* as well as strategies in Council's suite of strategic management and corporate plans, all of which were developed to reflect the community's values.

A report is included in the agenda for this meeting of the City Advancement and Prosperity Standing Committee.

Corporate Plans

Community Plan 2030 Review

In accordance with the *Local Government Act 1999*, councils must undertake a comprehensive review of their strategic management plans within two years after each general election of the Council. Preliminary planning is being undertaken for the review of Council's *Community Plan 2030*, to be completed by November 2024.

Public Art Implementation Plan

Ongoing support and advice was provided in the development of the *Public Art Implementation Plan*.

A Public Health Plan - Implementation Plan

This plan has been drafted in consultation with internal stakeholders to support the implementation of Council's *Public Health Plan 2021-2026*. Where possible, existing actions from Council's other corporate plans have been incorporated to reinforce the public health impact of many of the projects and activities that Council already undertakes.

Corporate Planning and Reporting System

The Administration has been working extensively with the software provider to support the transition of Council's corporate planning and reporting system from CAMMS strategy to Pulse.

Open Space Plan - priorities for additional open space and accumulating a revenue stream for the purchase of land

One of the actions contained in the Open Space Plan is to explore options to accumulate a revenue stream for the purchase of open space. The Plan also aims to provide open space within 400m of homes.

A report to the City Advancement and Prosperity Standing Committee meeting on 7 March 2023 identified a range of options to accumulate a revenue stream for land purchase. The Committee requested that the Administration further investigates those options.

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

As part of those investigations, the Administration has identified gaps in the open space network, strategies to provide more open space, and the costs involved. This information informs the the priorities to accumulate revenue for land purchase. Information has been submitted for Executive review, after which a report will be submitted to the City Advancement and Prosperity Standing Committee.

Public Art Strategy Implementation Framework

Following release of the *Public Art Framework 2022-2032*, the Administration has continued its work on the City of West Torrens Public Art Strategy Implementation Plan. Various actions have been drafted in accordance with the key themes highlighted in the framework (Community Life, Prosperity, Environment and Sustainability and Built Environment).

Internal consultation commenced on 20 September 2022 and a draft plan has been developed for internal review. The working group continues to ensure the identified actions are appropriate gaps are identified, and actions are assigned where appropriate. The framework will be embedded into the various functions of the organisation to facilitate consideration of public art into project scopes undertaken by Council in the public realm, and promotion of public art projects within the community.

Henley Beach Road Main Street- Setting the Vision

The Administration are preparing a project brief to consider the redevelopment of Henley Beach Road. The scope of the project is to:

- Analyse and report on the current state of Henley Beach Road (including but not limited to: access, land uses, movement networks, land ownership, zoning, greening, public art (if any), street character & amenity, residential catchment).
- Lead staff and Elected Members in developing guiding principles for Henley Beach Road (examples: increased business activity, vibrancy, green streets, walkability, create a brand, accessibility, cultural precinct(s) etc).
- Utilise these guiding principles to undertake consultation with stakeholders to discuss their vision for Henley Beach Road.
- Summarise the key findings and recommendations for next steps and/or investigations for Council to undertake.

Following Executive approval of the scope of works a request for quote (RFQ) will be prepared for release to the market.

Heritage

Heritage Grants

The 2021/22 Heritage Grants expired in May 2023. Letters were sent to grantees who have not yet undertaken work. A number of extensions have been approved to allow those who have been affected by shortages of materials or qualified tradespersons to still undertake the work.

Following approval of the amended eligibility criteria and guidelines, the Heritage Grants (2022/23) opened 17 April 2023 and will close 30 June 2023. To date, the grants have been advertised on Council's website and social media platforms, through email footer of various key council departments (e.g. City Development and City Strategy), in Talking Points, and through leaflets at Council's Native Plant Giveaway.

Heritage Review and Survey

A project brief regarding a review of West Torrens Heritage Listed Buildings has been prepared.

The objectives of the review were to:

- Update currently listed heritage items (including condition and classification);
- Consider items that have been previously recommended and overlooked;
- Identify any new items to be added to relevant listings;
- Review the spatial application and extent of the existing Historic and Character Area Overlays; and
- Update the wording of the Historic and Character statements (if required).

A request for quote (RFQ) was released to the market between 3 May 2023 and 31 May 2023. A single quotation was received which greatly exceeded the available budget, thus a contract has not been issued for this project. The Administration has reviewed the objectives of the project and engaged with the market to review the scope of works and the timing of the project in an effort to issue a revised RFQ which is anticipated to occur late June/early July 2023.

Land Use Planning

Planning Reform

The Administration continues to liaise with PlanSA with regard to the Planning and Design Code (Code) and associated documents as well as the e-planning portal.

Planning System Implementation Review

The Administration presented a review and response to the Expert Panel's Planning System Implementation Review at the Council meeting held 17 January 2023, which was subsequently submitted. The release of the expert panel's findings was anticipated prior to Easter. To date there has been no update on the status of the Planning System Implementation Review.

Planning and Design Code Amendments

Glandore Character Area Protection Code Amendment

The Minister for Planning approved early commencement to begin on 19 January 2023 for the Glandore Character Area Protection Code Amendment. This also signified the commencement of engagement. The engagement ended at 5pm Thursday 16 March 2023.

Consultation included mail outs to owners and occupiers, a drop in session held on Thursday 9 February 2023, and follow up with the affected landowners.

The consultation yielded in 235 responses from the community and a report will be presented to Council on 20 June 2023 to get approval on the final Code Amendment and Engagement Summary Report for submission to the Department and Minister for Planning.

107 Port Road Thebarton (Thebarton Brewery Precinct) Code Amendment

On 13 September 2022, the Minister for Planning approved the Proposal to Initiate a Code Amendment over the affected area. The site has a total land holding of approximately 8.6ha with a frontage to Port Road of approximately 265 metres. The Affected Area is currently located in a combination of the Strategic Employment Zone, Urban Corridor (Business) Zone and the Open Space Zone. The Affected Area presents a key strategic site, which wholly comprises the former Lion 'West End' Brewery and is currently in the progress of being decommissioned.

The Code Amendment seeks to facilitate a policy framework that provides the opportunity for a combination of low rise (1-2 storey), medium rise (3-6 storey) and high-rise (over 7 storey) built form with predominately medium to high density housing with retail and commercial land uses.

The consultation closed 14 April 2023; however, the proponent granted Council an extension of time to accommodate the Council meeting on 18 April 2023 to present any additional incoming information as a result of the community consultation. A report was provided to Council with recommendation for approval; there is no further update at this stage.

Miscellaneous Technical Enhancement Code Amendment

The Miscellaneous Technical Enhancement Code Amendment was released for consultation by the State Planning Commission (Commission) on 25 July 2022 with a closing date of 23 September 2022. The Code Amendment proposed a series of technical amendments, which aim to enhance the general performance and operation of the Planning and Design Code (Code). The Miscellaneous Technical Enhancement Code Amendment is primarily focused on addressing technical and operational elements within the Code, as opposed to changing policy intent or outcomes.

The Miscellaneous Technical Enhancement Code Amendment is focused on:

- technical matters
- policy clarity and interpretation
- consistency and alignment with drafting principles
- system efficiency and procedural
- other technical improvements.

The Administration reviewed the Code Amendment noting that a number of proposed changes required further investigations. As a result of the consultation timeframe, an Administration response was submitted and included for information at the 18 October 2022 Council meeting.

The Code Amendment was approved by the Minister on 6 April 2023, with the Engagement Report released at the same time. This report summarised the comments received during the consultation and the Commissions response and/or changes made. The Administration has reviewed the Engagement Report and compared the comments, changes and recommendations against the original comments submitted to the Commission.

It is encouraging that the Commission is committed to regularly reviewing how the Code functions and taking on board feedback from councils, the community and the development sector to improve and enhance the performance of the Code. With the proposed changes in the MTE Code Amendment, the Administration is broadly supportive of the outcomes and proposed changes that the Commission has approved.

A thorough analysis of the proposed changes and feedback from the Commission is attached in the accompanying review (**Attachment 1**). This review shows 16 areas which require a follow up with the Department, or are to be monitored, to ensure that no adverse outcomes are experienced.

For those areas which require monitoring of development applications, the Administration will create information registers and provide regular updates on outcomes to the Department.

Areas which require a more in-depth follow up with the Department have been identified, with those sections of the report being sent to the Department along with a request to meet with staff to discuss the matters.

Flooding Hazards Mapping Update Code Amendment

The Chief Executive for the Department for Trade and Investment is undertaking the Flooding Hazards Mapping Code Amendment; this was under consultation until 21 April 2023. A report was presented to Council on 18 April 2023, which highlighted a response for Council's approval. Whilst the Code Amendment sought to amend the spatial mapping of the Hazards (Flooding - Evidence Required) Overlay only and it was not proposing any changes to West Torrens, there was concern that the Code Amendment may inadvertently change the rules of application.

At this stage, there is no further update on this Code Amendment.

Consultation on Code Amendments Outside of the City of West Torrens

- Lots 51 and 52 (86-88) Morphett Road Glengowrie Code Amendment

Future Urban consulted on the Lots 51 and 52 (86-88) Morphett Road Glengowrie Code Amendment. This is a private proponent led Code Amendment, with the South Australian Jockey Club Incorporated (SAJC) who are the Designated Entity proposing to rezone approximately 1.5 hectares of land at 86 – 88 Morphett Road, Glengowrie (see image below) from the Recreation Zone to the Urban Neighbourhood Zone. The proposed rezoning will extend the Urban Neighbourhood Zone that was authorised in 2020 as part of the Morphettville Racecourse Development Plan Amendment (DPA) and seeks to support the future establishment of an inner urban mixed-use neighbourhood up to eight storeys in height.

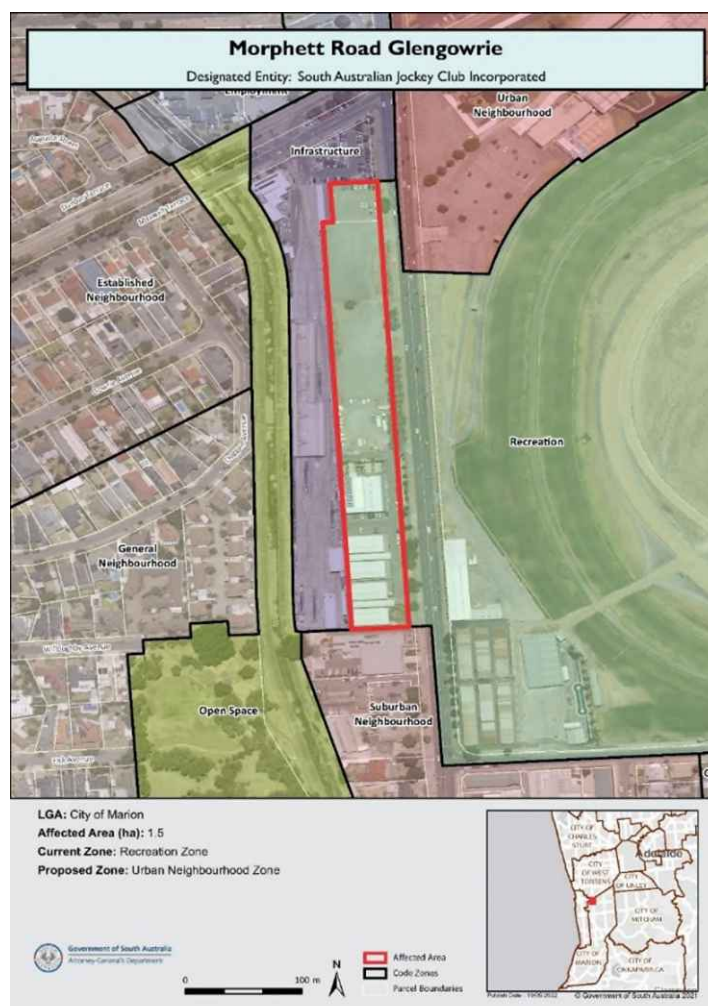


Image 1: Lots 51 and 52 (86-88) Morphett Road Glengowrie Code Amendment

Council's submission on traffic and open space has been provided to Future Urban. At this stage, there is no further update.

Strategic and Policy Investigations

Infill Housing and Urban Corridor Zone Interface Case Study

The scoping for the Neighbourhood Zone Review of minor infill housing and Urban Corridor Zone interface case study is to be considered in further detail in the coming months. Council staff are liaising with other councils to see if there is a strategic alignment in core concerns or updates with the Urban Corridor Zone.

Parliamentary Inquiry into the Urban Forest

The Environment, Resources and Development Committee (Committee) has undertaken an inquiry into the urban forest, with a focus on tree species selection and other measures to preserve and improve the tree canopy in metropolitan Adelaide and a focus on trees for urban infill developments. The Administration presented a recommended response to this inquiry at the Council meeting on 21 February 2023 for approval and subsequent submission to the Inquiry. There are no further updates on this at this stage.

Proposal to Initiate a Design Standard: Driveway Crossovers for Residential Development

The State Planning Commission have begun the process to initiate a Design Standard on Driveway Crossovers for Residential Development.

Section 69 of the Act enables the State Planning Commission (the Commission) to prepare design standards relating to the public realm and/or infrastructure. Design standards are supplementary tools aligned with the Planning and Design Code (the Code) that can be linked to any spatial layer, including zones, subzones, or overlays. They support the Code by providing design guidance for the public realm and/or infrastructure and how the public and private realm intersect.

Design Standard 1 - Driveway Crossovers for Residential Development will provide technical guidance in the assessment of driveway crossovers serving new residential development. The design standard seeks to ensure that new driveway crossovers contribute to the amenity and safety of the public realm. More information will be provided when the draft design standard is out for public consultation.

Environmental Sustainability and Climate Adaptation

Raising community awareness on canopy cover and greening

In response to a meeting action from Council's meeting on 18 April 2023, the Administration has provided information on council's website and social media networks on initiatives, plans and programs aimed at increasing tree canopy and greening, as well as the rebates available to the community to support these outcomes.

A link to the news article on Council's website is below:

<https://www.westtorrens.sa.gov.au/News-articles/Going-green-making-it-easier>

Adelaide Coastal Councils Network

The Adelaide Coastal Councils Network (ACCN) met on 7 June 2023 to prepare its vision and mission statement as part of its strategic planning process.

Australian Renewable Energy Agency (ARENA) - Community Batteries Funding Program

In response to a meeting action from Council's meeting on 16 May 2023:

Nitschke / Whiting that Council investigate the option of lodging an Expression of Interest for eligibility in the Community Batteries Funding Round 2 from the Australian Renewable Energy Agency (ARENA).

The Administration has investigated the option of lodging an Expression of Interest (EOI) for the (ARENA) Community Batteries fund should a second round be offered. Significant costs, logistics and technical expertise have been identified as potential barriers to proceeding with such a project.

There may be aligned interests between City of West Torrens and third parties such as solar power purchase organisations that are seeking land to establish community battery systems. These organisations typically seek an in principle letter of support from Council for inclusion in their funding application to ARENA. This approach would enable Council to facilitate the benefits of community renewable energy via a third party, with minimal organisational liability and risk.

A report with recommendations will be prepared for Council at an appropriate time.

Optimal Water Mix Study

An Optimal Water Mix Study (OWMS) is currently being undertaken for the City of West Torrens by consultant WGA. WGA has been working with a technical reference group comprising of staff across the organisation. Project completion in the form of a report is expected to be delivered by early July 2023. The OWMS will determine the options available for Council to develop an efficient and sustainable water supply for our buildings and open spaces in an integrated manner, now and into the future, in the face of a drying climate and growing population.

Improving Water Efficiencies

The Administration has begun implementing infrastructure upgrades and modifications identified in the Water Efficiency audit report undertaken by consultant BMT in January 2023 for the Civic Centre, the Hamra Centre, the Morphett Road Depot, Lockleys Sporting Facility and Weigall Oval Clubrooms. Actions to improve water efficiency and monitoring are currently scheduled to be undertaken by the end of June 2023 and include the following:

- Upgrading flow regulators in bathroom taps at the Civic Centre, Depot, Hamra Library and Lockleys Sporting Facility to reduce flows to 4L/min;
- Reducing toilet cistern flush volumes at the Civic Centre;
- Reducing flush times of toilet solenoid flush timers at the Hamra Centre; and
- Installation of data loggers on main meters of audited buildings to monitor water usage for leak identification.

Your Climate Resilient Home Guide

The Administration is developing a Climate Resilient Home Guide for residents to provide valuable tips on designing an environmentally friendly and comfortable home that is resilient to a changing climate. This guide shows how to make an existing or new home more water efficient, energy efficient, thermally comfortable, climate resilient and more affordable to maintain. Blend Creative has been engaged to undertake the graphic design component, with the guide anticipated to be completed by July 2023.

Residential Rainwater Tank and Rain Garden Rebates

Three (3) rainwater tank applications were received and approved between 14 April 2023 and 14 June 2023. Promotion occurred through DL Flyers, Council's website, and Talking Points. A total of seventeen (17) rainwater tanks rebates and one (1) rain garden rebate have been received and approved for the 2022/23 financial year. Promotion for the rebates will continue over the remainder of the financial year via social media.

An annual report will be prepared for the next Committee meeting to provide an overview of the program outcome for the 2022/23 financial year.

Tree Incentive Rebates and Significant and Regulated Tree Assistance Rebates

Between 14 April 2023 and 14 June 2023, four (4) Tree Incentive Rebate applications were received and approved, bringing the total to sixteen (16) rebates to date for the 2022/23 financial year.

Between 14 April 2023 and 14 June 2023 three (3) Significant and Regulated Tree Assistance Rebate applications were received and approved, bringing the total to eight (8) rebates to date in this financial year.

Promotion for these rebates is currently occurring via social media, Council's website, Talking Points, the library multiscreen and DL flyer handouts.

An annual report will be prepared for the next Committee meeting to provide an overview of the outcome of these two programs for the 2022/23 financial year.

Native Plant Giveaway

The Native Plant Giveaway was held on Saturday 27 May and all 5,000 seedlings were distributed to local residents on the day. Each pack contained 12 native seedlings, which were propagated by Trees for Life, located in Brooklyn Park.

This year's packs also contained seedlings grown as part of a rewilding project, which seeks to re-establish seven rare plant species across metropolitan Adelaide, in a partnership between Green Adelaide, Trees for Life and the SA Seed Conservation Centre at the Botanic Gardens.

Several stallholders were also part of this event to provide residents with further information on a range of sustainability topics including waste and recycling, community gardens, AdaptWest and Green Adelaide programs such as wildlife gardens and 'Grow it Local'.



Lot 101 West Beach Dunes

A community planting event was held on Sunday 4 June for the Lot 101 dune restoration project, which stretches from Glenelg North to the Adelaide Sailing Club. Over 100 volunteers attended the event on the day.

Invasive weed species such as Gazania and Boxthorn were removed to make way for 2,000 native seedlings planted as part of this event.

Green Adelaide awarded the Adelaide Sailing Club a community environment grant to undertake Stage 2 of this dune restoration project, and have continued to work in partnership with SA Water and the Administration.



Climate Impact Considerations

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

The future challenges of climate impacts continue to require immediate consideration to plan for actions required to adapt to and/or mitigate effects.

The Administration is involved in advocacy, partnerships, policies and strategies and implementing projects, programs and rebates designed to mitigate the impacts of a changing climate, including those detailed in this report.

Conclusion

This report details the activities of the Strategy Unit for the period 14 April to 16 June 2023.

Attachments

1. **Review of the Engagement Report for Miscellaneous Technical Enhancements Code Amendment**

Review of the Engagement Report for Miscellaneous Technical Enhancements Code Amendment

Section	Explanation	Administration statement / request	Comments/Change by the Commission	Comment(s)
2.3.1.1	Application of spatial policy relevant to the site of the development	<ul style="list-style-type: none"> - Clarity to the interpretation is supported - Need to consider how this impacts the Aircraft Noise Exposure Overlay as this does not follow property boundaries - Suggest there is a need to review zone boundaries and the spatial application of subzones, overlays and TNV's 	<p>A wider review of the boundaries of various spatial layers and the intent of policies contained within is outside the scope of the Code Amendment</p> <p>No change recommended</p>	<p>Agree that a wider review of the spatial application of boundaries is required.</p> <p>Action: Monitor development applications lodged with Council.</p> <p>May include contacting the Department to discuss the impacts of this change.</p>
2.3.1.2	Spatial Maintenance Updates - comprising minor or operational amendments	<ul style="list-style-type: none"> - Query whether these changes will be recorded somewhere to ensure that the information can be easily found 	Yes they will be recorded in Part 13 - Table of Amendments to the Code	Noted
2.3.2.7	Urban Corridor Zones - Primary Road Corridor - Policy Review	<ul style="list-style-type: none"> - Reference to a State maintained road should be consistent. - Additional policy may be required to ensure that local roads are appropriately responded to and that development positively contributes to secondary frontages. - There are instances where there is no State maintained frontage (e.g. 6 Ebor Road, Mile End) - Recommend a broader review of terminology in the Urban 	<p>Whilst it is acknowledged that additional policy to address roads/streets which would not be considered a primary road corridor may be useful, this is considered outside the scope of this amendment. The Commission will continue to monitor development in these urban corridor areas and may look to respond accordingly through future policy amendments.</p> <p>Amend the terminology across the Urban Corridor suite of zones by</p>	<p>The Commission hasn't undertaken a broader review of the issue, but will instead monitor development in urban corridor areas and may look to respond accordingly through future policy amendments.</p> <p>Action: Monitor development applications lodged with Council for emerging trends and action as required.</p>

2.3.2.8	Urban Corridor Zones - Side Boundary Setback - Policy Review	Corridor Zone to provide greater consistency in the policy wording -There appears to be a gap in policy on what is a suitable separation distance to enable access to natural light and ventilation. - Seek guidance on what is a suitable separation particularly when building envelope policy is not called up for an assessment	referring to 'primary road corridor (e.g., a State maintained road or a road with similar attributes)'. The Commission considers that there are adequate policies within Table 3 of the zones in relation to the amenity for residents. The policies within Part 4 - General Development Policies, in particular Design in Urban Areas - Residential Development - Medium and High Rise (including serviced apartments) provides sufficient guidance for residential amenity in multi-level buildings. No changes recommended	A review of the General Development Policies mentioned by the Commission does not provide adequate assessment guidance for these forms of development. Action: Monitor development applications lodged with Council for emerging trends and action as required.
2.3.2.9	Restricted Development Classification - Table 4 Industry listed as restricted development	- Suggest general industry should be captured in the restricted development table - Failing that there should be more policy to enable decision making - Confirmation that should this change occur, that the assessment would be <i>All Other Code Assessed</i>	CAPs and AM's have the appropriate skills to assess these forms of development. Industry (as a form of development) will be whole Code Assessed DO's and PO's in zones provide sufficient guidance No changes recommended	Agree that Restricted Development is just a process. Support that Industry will be whole Code Assessed. However, the Commission haven't addressed whether there is appropriate policy for the assessment of those industrial land uses. The ongoing concern is that this change may lead to an increased number of industrial applications which is not what those zones are setup for.

2.3.2.9.6	<p>Employment Zone - Various land uses</p> <p>Remove the following land uses from the restricted table:</p> <ul style="list-style-type: none"> - Industry - Waste reception, storage, treatment or disposal - Wrecking yard 	<ul style="list-style-type: none"> - There appears to be gap in the process that enables the relevant authority for a performance assessed application of a type not envisaged to proceed to an assessment - Suggest the Department review and test assessment policy before removing from Restricted Development - Need to consider these forms of development against the social, economic or environmental benefit to the community - That the development responds to demonstrated need or demand for the land use in the locality 	<p>A relevant authority will have the whole of the Code, inclusive of any/all sections within Part 4 General Development Policies, to assess these types of applications against. Further, these land uses within this zone do not match the principles established by the Commission to warrant a restricted development classification.</p> <p>The DO and POs of the Employment Zone is considered to provide sufficient guidance to the envisaged land uses along with the scale of development anticipated. The intent and policy within this zone, and the Code more broadly, would provide for the necessary direction to assess against any inappropriate form or scale of a development.</p>	<p>Action: Monitor development applications lodged with Council for emerging trends and action as required.</p> <p>Note: Commission have identified that they will monitor change. If impacts occur and are documented this may require a follow up with additional changes in the future.</p> <p>Support that Industry will be whole Code Assessed</p> <p>However, the Commission haven't addressed whether there is appropriate policy for the assessment of those industrial land uses.</p> <p>Action: Monitor development applications lodged with Council for emerging trends and action as required.</p> <p>Note: Commission have identified that they will monitor change. If impacts occur and are documented this may require a</p>
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2.3.2.10	<p>Notification tables</p> <p>Amend the interpretation section of each zone public notification table so that the following minor forms of development are not subject to public notification</p> <ul style="list-style-type: none"> - Air handling unit, air-conditioning system or exhaust fan - Carport - Deck - Fence - Outbuilding - Pergola - Private bushfire shelter - Retaining wall - Shade said - Solar photovoltaic panels (roof mounted) - Swimming pools or spa pool - Water tank 	<p>Supportive of the change, but the 'who' gets notified needs to be considered rather than a blanket approach for adjacent land.</p> <p>There are instances where there is over notification and others where there is under notification</p>	<p>No changes recommended</p> <p>Matters that seek to make substantial change to an overall policy position are typically considered outside the scope</p> <p>No changes recommended</p>	<p>follow up with additional changes in the future.</p> <p>Agree with the principles for undertaking the Code Amendment but there is no commentary around the information that has been provided by Council.</p> <p>Note that this issue will also be taken up in the Expert panel review</p> <p>Action: Pending any outcome from the Expert Panel's Planning System Implementation Review to see if this has been considered and accepted as a change. If not this matter may need to be monitored for emerging trends.</p>	
2.3.2.10.2	<p>Notification tables - Errors and inconsistencies</p>	<p>This amendment appears to improve:</p> <ul style="list-style-type: none"> - consistency in reference to building level in lieu of use of reference to storeys - consistency in triggers and on-boundary development policy 	<p>No changes recommended</p>	<p>Noted</p>	

		Consistency across zones in relation to the exclusion of land division from public notification			
2.3.2.10.4	Notification tables - building on railway land / temporary public service depot	The proposal appears to provide exemptions from public notification be pared back to align with the former Development Regulations Support inclusion of partial demolition Suggest that it may be better to retain the status quo and for relevant authorities to rely on Item of the public notification tables	No changes recommended	Noted	
2.3.2.10.5	Notification tables - demolition (partial / total demolition)		Create new administrative definition for 'excluded building' to: - support the refinement of the exception clause relating to demolition in public notification tables - ensure that the policy clause does not inadvertently undo the intent to notify applications that involve the demolition of State and/or Local Heritage Places.	This Amendment relies on the Historic Area Statement and Heritage Data Sheet being fit for this purpose. Action: Council submitted updated statements through the Code implementation. Will liaise with City Development for emerging trends.	
2.3.2.11	Building height - TNV and context - policy refinement	This policy is not supported TNV heights for the Urban Corridor Zones were carefully selected as part of the DPA and were considered the maximum appropriate height. This policy amendment could easily be interpreted as permitting a building height to exceed the TNV.	A key goal of the Code was to consolidate the State's planning rules into one consistent policy set. In standardising zoning, the PO regarding building height is consistent across a zone, however the TNV can vary within a zone. In selecting the term 'consistent' or 'complementary' the zone intent and DO is important. For example, it is desirable in some zones to have	Still do not support the Commission response - The response by the Commission still raises concerns. With the potential for unintended consequences from its implementation. Action: This matter may need to be explored as part of the Urban	

			<p>development that is consistent with the existing building heights, whereas for some areas a new and emerging character is being developed which is compatible with rather than consistent with the heights characterising the locality.</p> <p>For this reason, it is appropriate to use these different policy phrases in different circumstances.</p> <p>The use of these terms has been reviewed in this context and their application is considered appropriate and in line with the zone's broader intent.</p>	<p>Corridor and Infill review. With any findings followed up with the Commission.</p>
2.3.2.12	Building height, building wall setback and wall height - policy review	<p>The proposal appears to bring consistency in terms with reliance on definitions, rather than replicate the definition within the policy.</p> <p>Concern remains where measure from top of footings, particularly when considering that there may be fill up to 1.0 metre in height, creating an overall building height of an additional metre on top of the wall height</p>	<p>No change recommended</p> <p>Commission notes that code policy does provide a cap on overall building height</p> <p>Amend building height policy in the following zones so that it is measured from the lower of natural or finished ground level:</p> <ul style="list-style-type: none"> - General Neighbourhood - Housing Diversity Neighbourhood - Master Planned Neighbourhood - Master Planned Renewal - Suburban Neighbourhood - Urban Renewal Neighbourhood 	Support

2.3.2.13	Building walls and dwelling walls - policy review	Can see the need to capture non-residential buildings within side and rear setback policy	<p>- Waterfront Neighbourhood</p> <p>Setbacks It is considered outside of the scope of the Code Amendment to increase the rear setback minimum dimensions in certain zones (particularly post consultation). The suggestion for additional side and rear setback policies to capture the siting of certain residential buildings which may not orientate to the front of the site, is also considered outside the scope of the Code Amendment (particularly post consultation) and is sufficiently catered for in how a relevant authority can interpret policies in the Code more generally to address the specifics of applications on a case-by-case basis.</p> <p>Amend PO 3.4, 3.6(a) and 3.7(a) of the Business Neighbourhood Zone as well as DTS/DPF 7.1, DTS/DPF 8.1, PO 9.1(a) and PO 10.1(a) of the Master Planned Renewal Zone</p>	<p>Apart from the changes made to the Business Neighbourhood Zone and Master Planned Renewal Zone the proposal is the same as the one that was consulted on.</p> <p>The nature of Councils comments were to show where additional improvements could be made to the policy.</p> <p>Noted the proposed changes and support.</p>
2.3.2.14	Common and Minor Development – Overlay Relevance – Assessment Pathways	<p>Clarity is sought around the removal of the Water Resources Overlay in Neighbourhood-type Zones.</p> <p>Confirmation is sought whether neighbourhood-type zones</p>	<p>DTS/DPF 1.5 of the Water Resources Overlay requires that a 20 metre buffer from the top of the existing banks of a watercourse is incorporated to reduce impacts of development on natural flow paths or the quality of water within a watercourse. It is considered</p>	Supported

		capture the Urban Corridor Business Zone	<p>appropriate to apply DTS/DPF 1.5 of the Water Resources Overlay to deemed-to-satisfy detached, semi-detached and row dwellings in zones where this overlay exclusion is removed.</p> <p>Clarification: Where a zone does not currently include an accepted or deemed-to-satisfy assessment pathway for a specified development type, no action will be taken in relation to the addition or removal of an overlay exclusion, or associated policy provisions, as such changes would have no effect. The purpose of this amendment is to refine existing assessment pathways rather than add new pathways for development types within a zone.</p> <p>Clarification: Part 8 – Administrative Terms and Definitions includes a definition of “Neighbourhood-type Zone” which does not include the Urban Corridor (Business) Zone.</p> <p>Amend column 1 of Table 1- Accepted Development Classification and Table 2 – Deemed-to-Satisfy Development Classification of the affected zones to ensure overlay exclusions are</p>	
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2.3.2.16	Detached dwellings - medium and high rise development - policy relevance	<p>Proposed amendment seeks consistency in the application of policy in assessing all dwelling types where three storeys or above.</p> <p>Still appears to be gap in linkage to WSUD, tree planting landscaping for medium-rise detached dwellings.</p>	<p>appropriately applied to specified development types.</p> <p>Amend column 5 of Table 2 – Deemed-to-Satisfy Development Classification to apply specified DTS/DPF provisions to deemed-to-satisfy development types in affected zones.</p> <p>Amend column 5 of Table 3 – Applicable Policies for Performance Assessed Development to make specific reference to the POs of the Noise and Air Emissions Overlay for detached dwellings, semidetached dwellings and row dwellings.</p> <p>The presence of these policy provisions will fill a gap where a three-storey development is proposed within a zone that typically contemplates two-storey development and for which the relevant authority may believe such a proposal may have merit in that particular circumstance, thus allowing the relevant authority to draw on these provisions to make a proper assessment against all relevant policies of the Code. In the absence of such policies being specifically applied, the relevant authority is unable to draw in additional provisions to make</p>	<p>Note the changes that allow for policy to assess three storey (or more development) in these areas.</p> <p>However no commentary was provided in regards to the need to add policy or linkages for WSUD, tree planting or landscaping.</p>
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			<p>an assessment and therefore certain matters related to medium-rise development could not be addressed. Conversely, where a development is proposed that is less than three storeys – i.e., it is low rise – then provisions related to medium and high-rise development would not be applicable.</p> <p>Amend assessment pathways for all dwelling types within zones where three storey development (and above) is contemplated to ensure that Design in Urban Areas [All Development - Medium and High Rise] policy provisions are applied.</p>	
2.3.2.17	Discrete vs Discreet - Garages & Carports - Policy Review	<p>The proposed amendment appears to result in the provision seeking garages and carports to be unobtrusive or inconspicuous. This outcome is consistent with the nature of the outcomes sought in the Established Neighbourhood.</p>	No changes recommended	Support
2.3.2.18	Discrete vs Discreet - Garages & Carports – Linkages	<p>Support change, on the basis that PO 11.1 identifies that residential ancillary buildings and structures are sited and designed to not detract from the streetscape or appearance of buildings on the site or neighbouring properties.</p>	<p>Given this, a carport or outbuilding that a relevant authority considers as ‘dominating the appearance of the associated dwelling’ as per PO 10.1, would equally be seen to ‘detract from the appearance of buildings on the site’ under PO 11.1. Furthermore, whilst dominance would suggest</p>	Support as PO 11.1 will be retained

			<p>matters of bulk and scale, 'detracting from the appearance of' could relate to any number of factors that may impact upon the appearance of buildings on site or the streetscape. It is considered that PO 11.1 adequately addresses the matters raised above and that no further action is required.</p> <p>No changes recommended</p> <p>Materials: The proposed change provides an accepted development pathway for alterations to a building where specified criteria are met. For this pathway to apply, a building must first exist in order for an alteration to the building to be made. An alteration to an 'approved' building (i.e., one which is not yet constructed) would be a variation to an authorisation under Section 128 of the Act, which also includes the alteration of a condition imposed with respect to the development authorisation.</p> <p>No change is recommended in relation to this matter.</p> <p>Encroachment: the construction of such additions (verandahs, balconies, canopies, etc.) to a building would require assessment against the relevant provisions of the Code, as</p>	<p>Changes to require an assessment for building alterations where they will change the external appearance of a building located in a Historic Area Overlay are supported.</p> <p>Changes to require an assessment process to be undertaken when an alteration to an approved privacy screening arrangement or window treatment are supported.</p>
2.3.2.19	Dwelling alterations	<p>This amendment requires further investigation, specifically the change from internal alterations to building alterations, noting that internal alterations will not present the same impact on the streetscape as building alterations and may enable development that does not fully consider the context of locality (use of materials, heritage adjacency), or provide for appropriate mitigation of overlooking, potential encroachment of public space.</p>		

			<p>they typically fall within the definition of development under the Act. Where they do not fall under the definition of development; by virtue of meeting an exclusion under Schedule 4 of the Act, they would not be subjected to assessment irrespective of whether or not the Code contains a specific pathway for building alterations. Where an alteration would be considered to meet the requirements of the accepted development pathway, it would still be subject to an assessment under the Building Rules.</p> <p>No further change is recommended in this regard.</p> <p>Amend Table 1 to ensure that building alterations do not involve the removal or alteration of a previously approved privacy treatment.</p> <p>Amend Table 1 – Accepted Development Classification to ensure that part 1(b) relating to exceedance of wall height and building height are listed as separate criteria.</p> <p>Amend Table 1 – Accepted Development Classification to require that where located within the Historic Area Overlay, there will be no</p>	
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2.3.2.21	Interface height	Change in application of interface heights requires further investigation of the proposed change and impact on the streetscapes and sensitive receivers. A consistent and generic approach across zones may not be appropriate given the intent of each of the impacted zones, the tailoring of policy may be appropriate, further investigation is warranted.	alterations to the external appearance of the building where visible from the public realm The interface policy was drafted to address overshadowing for residential development or to address massing. The subject policy specifically references allotments used for residential purposes which, by default, eliminates street boundaries. As a result, the policy was refined to strengthen the link between abutting allotments rather than the road, noting a width of 6.5 metres has also been specified in part 6.6 to capture narrow roads and laneways. Amend the following note (a) applying to relevant interface height TNV diagram(s)/figure(s) in Part 6.6 (as above).	Action: Monitor development applications lodged with Council for emerging trends and action as required.
2.3.2.22	Land Division - Site Contamination	Support the inclusion of site contamination provisions being called up for land division applications.	No changes recommended	Noted
2.3.2.23	No residential outbuildings	Do not support the inclusion of these types of structures when not residential in nature. Consideration of use including what is to be stored in these structures and location form key elements in the assessment.	The purpose of these changes is to provide a streamlined pathway for minor structures that are ancillary and subordinate to the existing non-residential land use (for example a shed associated with a church). The proposed provisions provide	The changes made to the policy appears to have strengthen it in relation to non-residential land uses, specifically requiring the ancillary structure to be related to an existing non-residential land use.

			<p>requirements that ensure these developments are minor in nature.</p> <p>Amend proposed PO X.3 'Buildings and structures that are ancillary to an existing non-residential use do not detract from the streetscape character, appearance of buildings on the site of the development, or the amenity of neighbouring properties.'</p> <p>Amend clause (a) of proposed DTS/DPF X.3 to refer to non-residential ancillary buildings that are ancillary and subordinate to an existing non-residential use i.e., '(a) are ancillary and subordinate to an existing non-residential use on the same site'</p> <p>Amend Table 2 – Deemed-to-Satisfy to apply Native Vegetation Overlay DTS 1.1 in the Classification Criteria.</p> <p>No changes recommended</p> <p>Amend Table 1 Accepted Development Classification – Swimming pool or spa pool and associated swimming pool safety features to clarify that the minimum setback from boundary fences does not apply to the location of a swimming pool safety feature.</p>	<p>Action: Monitor to ensure that this doesn't increase the intensity of the existing non-residential land use.</p>
2.3.2.24	Outbuildings	No comment		Noted
2.3.2.25	Pool fencing	No comment		Supported

2.3.2.26	Primary street setback - Use of Building Line	<p>Has the potential to significantly alter the character of streetscapes.</p> <p>Existing policy (as written in Code) does not alter the ability for an applicant/developer to lodge something different to what the Code currently provides for and be performance assessed within the context of its immediate locality. This change is significant and requires a thorough review of impact, particularly on the Established Neighbourhood Zone where setbacks are often part of the pattern of development and form the character of the Zone and captured via Character Area Overlay.</p>	<p>Amend references to 'swimming pool or spa pool' within the Code to include 'and associated swimming pool safety features' as appropriate.</p> <p>The intent of this policy adjustment was to improve clarity of interpretation, not to make wholesale changes to policy position. Matters such as disparities between zones of similar nature and requests for stronger policy in historic and character areas are noted but are beyond the scope of the Code Amendment and would need to be investigated separately.</p> <p>In terms of Code policy hierarchy, overlay policy sits above all. Therefore, in the case of the Historic Area Overlay (and similar for the Character Area Overlay) existing policy regarding consistency of front and side setback patterns would take precedence over the setbacks that are expressed at the zone or subzone level.</p> <p>Amend Table 1 Accepted Development Classification – Swimming pool or spa pool and associated swimming pool safety features to clarify that the minimum</p>	<p>This change affects the Performance Assessment pathway which is assessed by Council.</p> <p>For the ease of use the explanation provided for corner allotments should include a diagram explaining the situation that the policy covers.</p> <p>Action: Follow up with PLUS to enquire about the use of a diagram explaining the corner allotment requirements.</p>
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2.3.3.1	Affordable housing overlay - referral trigger	<p>No objection to SAHA developments not requiring referral unless the proposal does not meet PO 1.1 and the intent of the overlay</p> <p>Whilst PO 1.1 seeks that development of this scale incorporates affordable housing. There appears to be a conflict between the referral and the policy intent</p>	<p>setback from boundary fences does not apply to the location of a swimming pool safety feature.</p> <p>Amend references to 'swimming pool or spa pool' within the Code to include 'and associated swimming pool safety features' as appropriate.</p> <p>The Commission remains of the view that the referral trigger should continue to apply only to proposals that are intending to include affordable housing consistent with the current referral arrangements.</p> <p>Create new admin definition for excluded land division</p> <p>Excluded land division means, for the purposes of Affordable Housing Overlay – Procedural Matters (PM) – Referrals, land division that reflects the site boundaries illustrated and approved in an operative or existing development authorisation for residential development under the Development Act 1993 or Planning, Development and Infrastructure Act 2016.</p> <p>Amend referral triggers for affordable housing.</p>	Noted – No need to follow up on this matter
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2.3.3.2	Coastal Areas Overlay - Policy intent	Requires broader policy to address impacts not captured in the Code currently or alignment between performance outcome and designated performance feature	As the consultation draft of the Code Amendment did not propose any changes to this particular policy, it is considered inappropriate to undertake any changes to the Code Amendment post consultation. The Commission and the Department will however investigate addressing this matter through a future amendment process.	Action: Monitor and await any investigations/code amendment from the Minister.
2.3.3.3	Design Overlay - Referral	No response required - provides increased flexibility to allow discretion to the relevant authority to refer a variation to the Government Architect. Should update the Practice Direction to reflect any change.	No changes recommended The suggestion for a new Practice Direction to guide referrals to the Government Architect for variation applications is noted, as is the suggestion to err on the side of caution when authorities are using their discretion to determine these issues. However, it is considered that assessment managers have the skills and experience to determine whether a variation application to a previously authorised design could potentially result in adverse or significant changes compared to the original design. Amend the wording of the proposed referral criteria to fix a mistake in reference to the legislation	Noted
2.3.3.5	Heritage Adjacency Overlay - Referral	Support inclusion of development which in the opinion of the relevant authority materially	No changes to the draft amendment	Noted

		affects the context within which the State Heritage Place is situated in the Code.		
2.3.3.7	Major Urban Transport Routes Overlay - Revised policy and referral triggers	No further comment No further comment	Amend wording errors in DTS/DPF 7.1 (c) Amend DTS/DPF 4.1 (a) and DTS/DPF 5.1 to ensure that new policy does not inadvertently allow for access points to be established too close to the tangent point of a corner with a Controlled Access Road.	Noted
2.3.3.13	Representative buildings - Character Area Overlay and Historic Area Overlay - Spatial representation	The improved visibility of representative buildings is supported. Suggest that there is further work to be done, including identification through the line of enquiry tool, and clearer policy around the role and purpose of representative buildings.	The scope of this amendment was limited to making 'Representative Buildings' more visible in the Code. As such, suggested changes to policy (or the inclusion of additional policy) in the Historic Area Overlay requires separate investigation before consideration as to whether a further code amendment is needed. Feedback regarding the line of enquiry system and Form 1 searches is acknowledged but requires additional resources and investment into the ePlanning system. These amendments are therefore beyond the scope of the Code Amendment. No changes recommended	The requested changes by Council do not require a Code Amendment to be undertaken but could be undertaken by the Department. Action: Follow up with the Department through their Enhancements program to seek this the detail to be added to the Line of Enquiry tool and the Form 1.

2.3.3.21	Traffic generating development overlay	No further comment	No changes recommended	Noted
2.3.3.22	Urban transport routes overlay - revised policy and referral triggers	No further comment	Amend the proposed changes (DTS/DPF 3.1, 4.1, 5.1 and 7.1) to fix wording and numbering issues and to ensure that new policy does not inadvertently allow for access points to be established too close to the tangent point of a corner with a Controlled Access Road.	Noted
2.3.4.2	Carport and outbuilding - internal parking dimensions - linkages	Discussion and review is required generally about the internal dimensions contained in the Code for carports and garages, however the proposed amendment seeks to provide important policy linkage based on the development type.	<p>The suggestions to increase the internal dimensions of carports and outbuildings to accommodate larger common vehicles, and to review requirements for these structures in relation to historic areas are noted. However, it is considered that these will require further investigation and consultation to inform any amendments and would need to be considered as part of a future code amendment. No further action is recommended at this time</p> <p>Amend instructions to clarify existing linkages in the General Development Policy Modules: Design and Design in Urban Areas.</p>	<p>Note that the upcoming NCC changes may require a Code Amendment.</p> <p>Alternatively the Expert Panel may make comment on this matter</p> <p>Action: Monitor and continue to advocate for changes to minimum garage sizes. Note that this may be addressed through the recommendations of the Expert Panel.</p>
2.3.4.4	Decks - Design, and Design in Urban Areas General Development Policies - Assessment Pathways	The inclusion of a DTS pathway is supported in neighbourhood-type zones, however concern still remains around screening in some instances where it may	Amend DTS/DPF X.1 to include a maximum finished floor level of 1 metre above natural ground level, and to clarify that consistency with the finished floor level of a dwelling	<p>Non-residential decks have a DTS pathway.</p> <p>DTS policy amended to include a DTS requirement for decks</p>

		create undue impact due to height of screening required to mitigate potential overlooking and decking matching the FFL due to site conditions even in areas considered flat. Further consideration to decks when not ancillary to dwellings e.g. commercial required a performance assessed pathway with appropriate policy captured to assess use, siting, overlooking etc. Appears there are policy gaps in the Code for this type of development	relates to the ground floor level of that dwelling. Amend PO X.2 to reference 'direct overlooking'. Amend DTS/DPF X.2 to provide guidance on transparency of privacy screening that is consistent with the requirements for balconies and terraces under DTS/DPF 10.1 of the Design in Urban Areas General Development Policies. Amend DTS/DPF X.2 to align policy provisions relating to the retention of soft landscaping with those changes to soft landscaping policies in section 2.3.4.6.	attached to dwellings to be consistent with the FFL. It appears that issues regarding the height of the screening and any impact to adjoining properties has not been considered.
2.3.4.5	Design Access General Development Policies - Policy Relevance	No further comment	Amend Design [All Residential development [Car parking, access and manoeuvrability]]: PO 19.3 to include reference to pedestrian movements. Amend Design in Urban Areas [Residential Development - Low Rise [Car parking, access and manoeuvrability]]: PO 23.3 to include reference to pedestrian movements	Noted
2.3.4.6	Design in Urban Areas - Soft landscaping	The effect of this policy amendment / interpretation is that some dwellings in a group dwelling or RFB (wherever there	Feedback regarding direct access to soft landscaping for group dwellings and residential flat buildings and impacts on amenity is noted, however	Noted Action:

		<p>is common property) could have little or no direct access to soft landscaping which could lead to poor amenity and urban heat outcomes.</p>	<p>it is acknowledged that in the case of these housing types, direct access may not always be possible, particularly in the case of an upper-level dwelling within a residential flat building. Regarding urban heat outcomes, it is considered that the location and amount of soft landscaping provided for a development will determine how these outcomes are managed.</p> <p>In relation to requests for the percentage of required soft landscaping to be increased, it is noted that this would need further investigation and consultation to determine the appropriate amount of soft landscaping and the type/substance of vegetation to be provided. This may be undertaken as part of a future amendment, and as such no further change on this matter is recommended at this time.</p> <p>Amend DTS/DPF 19.1(k) and DTS/DPF 22.1(a) to provide further clarity regarding the minimum percentage of soft landscaping to be provided for allotments with a site area between 200m² – 450m².</p>	<p>Monitor development applications lodged with Council for emerging trends and action as required.</p>
2.3.4.7	Garage and Driveways - Design DTS/DPF 19.5 and	No further comment	Amend DTS/DPF 19.5(a) of the Design General Development Policy and DTS/DPF 23.5(a) of the Design in	Noted

	Design in Urban Areas DTS/DPF 23.5		Urban Areas General Development Policy to provide greater certainty for the design of driveways and to ensure policies are consistent with Australian Standards	
2.3.4.8	Heavy vehicle parking - transport, access and parking general development policy	No further comment	Amend PO 11.1, DTS/DPF 11.2 and PO 11.4	Noted
2.3.4.9	Housing renewal general development policies	No further comment	No changes recommended	Noted
2.3.4.10	Land division - general development policies	No further comment	No changes recommended	Noted
2.3.4.11	Land division - general development policies - linkages	No further comment	No changes recommended	Noted
2.3.4.12	Transport, Access and Parking - General development policy - fences - linkages	Applies policy critical for assessing and ultimately maintaining sight lines	No changes recommended	Noted
2.3.4.13	Transport, Access and Parking - General development policy - Car parking rates table	Appears to provide greater alignment and less capacity for conflicting policy between development type and car parking table	No changes recommended	Noted
2.3.4.14	Transport, Access and Parking - General development policy - Designated Parking Areas / Car parking rates	Supported on the following understanding: Appears amendments clarify how and when to apply designated areas rates. A further improvement would be for SAPPA to map 'High Frequency Public	Much like other circumstances where minimum and maximum values are applied to policy, for example via building height TNVs, these values represent, in the case of deemed-to- satisfy development, the acceptable range which would satisfy the DTS provision, and for performance	No discussion provided on whether these areas would be mapped on SAPPA. No discussion on how to apply the minimum and maximum rates below: Much like other circumstances

		Transit Area' and/or 'Designated Areas' to provide greater clarity of when these rates apply. It is also recommended that guidance be provided on how to apply the minimum and maximum car parking rates.	<p>assessed development, the range specified by the table in accordance with a DPF which would generally serve to satisfy the relevant PO. It is not the intent that a relevant authority would necessarily seek to prescribe a rate somewhere within the range, however, as per Part 1 - Rules of Interpretation, the DPF represents only one way of satisfying a PO and does not derogate from the relevant authority's discretion to make an assessment on balance when considered against all relevant policies. As such, no change is considered necessary</p> <p>No changes recommended</p>	<p>where minimum and maximum values are applied to policy, for example via building height TNVs, these values represent, in the case of deemed-to-satisfy development, the acceptable range which would satisfy the DTS provision, and for performance assessed development, the range specified by the table in accordance with a DPF which would generally serve to satisfy the relevant PO. It is not the intent that a relevant authority would necessarily seek to prescribe a rate somewhere within the range, however, as per Part 1 - Rules of Interpretation, the DPF represents only one way of satisfying a PO and does not derogate from the relevant authority's discretion to make an assessment on balance when considered against all relevant policies. As such, no change is considered necessary.</p>
2.3.7.1	Ancillary Accommodation	No further comment	At this stage, the Commission considers that there is sufficient detail in definition to appropriately determine that a land use as ancillary accommodation. However, for	Noted

			applications which describe this land use as something else, it is up to the relevant authority to determine the nature of development during the verification stage, regardless of how the applicant describes it.		
2.3.7.2	Caravan and tourist park	No further comment	No changes recommended	Noted	
2.3.7.3	Commercial forestry	No further comment	No changes recommended	Noted	
2.3.7.4	Educational establishment	No further comment	No changes recommended	Noted	
2.3.7.5	Indoor recreation facility	No further comment	No changes recommended	Noted	
2.3.7.6	Office	No further comment	The Commission considers that this amendment provides clarity in the intent of the definition. Rather than relying upon users needing to refer to Section 3 – Interpretations of the PDI Act, where a 'building means a building or structure or a portion of a building or structure'.	Noted	
2.3.7.7	Pre-school	No further comment	No changes recommended	Noted	
2.3.7.9	Tourist Accommodation	No further comment	No changes recommended	Noted	
2.3.7.11	Heavy vehicle parking	No further comment	No changes recommended	Noted	
2.3.7.12	Function venue	No further comment	Amend the definition to include the word 'primarily' to provide clarification on the intent of the definition (i.e. to not capture one off or ancillary land use activities)	Noted	
2.3.8.1	Building height	See comments in section 2.3.2.12	No changes recommended	Noted	
2.3.8.2	Building line	See comments in section 2.3.2.26	The building line definition will now only be used for the purpose of	Noted	

			delineating the front of an existing dwelling for policy that requires ancillary structures such as carports and outbuildings to be set back behind the existing dwelling's building line.		
2.3.8.3	Wall height		No changes recommended	Noted	
2.3.8.4	Catalyst site	See comments in section 2.3.2.12 No comment	No changes recommended This amendment does not seek to change existing policy intent. Rather, it defines the term 'catalyst site' to assist with clear and consistent interpretation of the term when used within the Code.	Noted	
2.3.8.5	Direct overlooking	No comment	No changes recommended The Commission acknowledges the feedback received on the proposed distance to which overlooking is considered direct. It understands that what a person considers direct overlooking can be subjective in terms of what a reasonable distance might be. The approach the Commission has taken with a 15 metres radius is considered a conservative approach and one which reflects some of the previous policy positions with the revoked Development Plans (acknowledging not all). It should be noted that at 15 metres as a measurement for direct overlooking, South Australia has one of the more	Noted	

			generous distances when compared with other State's policy and interpretation of direct. The Code proposes '15 metres measured from the centre line of the overlooking window and not less than 45-degree angle'. While interstate examples range from a radius of between 7.5 metres and 9 metres with a 45-degree angle.	
2.3.8.6	High frequency public transit area	Support the inclusion of this definition but would also recommend these areas and designated areas are spatially applied in SAPPA.	<p>No changes recommended</p> <p>The suggested spatial enhancements are noted but are outside of the scope of the Code Amendment.</p> <p>No changes recommended</p>	<p>The requested changes by Council do not require a Code Amendment to be undertaken but could be undertaken by the Department.</p> <p>Action: Follow up with the Department through their Enhancements program to seek this the detail to be added to SAPPA.</p>
2.3.8.7	Post height	No comment	No changes recommended	Noted
2.3.8.8	Gross density	It is recommended this definition be retained as a useful point of reference for comparison against net density and for when it is referenced in broader strategy and policy considerations	Definitions act as a slave to policy. As the term 'gross density' is not used in Code policy it does not need to be defined and should be removed.	Noted
2.3.9.1	EPA referrals - review of interpretation and referral triggers	Appears that the proposed interpretation to be included in Part 9.1 will add clarity to	No changes recommended	Noted

		instances when developments are required to be referred to the EPA in line with previous Development Act particularly where capacity for a licensed premises may increase	No changes recommended to the Code/Policy	
2.3.11.1	Listing of State Heritage Places	Support inclusion of State Heritage Places	Amend the amendment instructions to include a 'hyperlink' to the South Australian Heritage Register prior to the proposed table of State Heritage Places in Part 11 of the Code.	Noted

Items for us to follow up or monitor

Section 2.3.1.1
 Section 2.3.2.8
 Section 2.3.2.9.6
 Section 2.3.2.10.5
 Section 2.3.2.21
 Section 2.3.2.26
 Section 2.3.3.13
 Section 2.3.4.6

Section 2.3.2.7
 Section 2.3.2.9
 Section 2.3.2.10
 Section 2.3.2.11
 Section 2.3.2.23
 Section 2.3.3.2
 Section 2.3.4.2
 Section 2.3.8.6

11.4 Progress on Implementing Council Decisions

Brief

This report provides an update on completed and outstanding Council and Committee resolution actions.

RECOMMENDATION

The Committee recommends to Council that the report be received.

Introduction

At the meeting of the former Policy, Planning and Performance Committee on 23 August 2011, a request was made for a report to be provided at each meeting of the Committee of outstanding actions relating to resolutions of Council and Committees.

Furthermore, at the 29 August 2016 meeting of the Committee, the Chief Executive Officer agreed to incorporate completed actions into the attached 'Progress on Implementing Council Decisions Report'. Actions that have been completed since the preceding meeting of the Committee will be included in the report.

Discussion

A copy of the completed actions since 2 May 2023, and outstanding resolution actions to 6 June 2023 is provided for Member's information (**Attachment 1**). Updates/comments are to 29 June 2023.

Climate Impact Considerations

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

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

Conclusion

The Progress on Implementing Council Decisions Report provides an update on completed and outstanding Council and Committee resolution actions for Members' information.

Attachments

1. Progress on Implementing Council Decisions

Item No.	Date	Meeting	Action	Resolution / Action required	GM	Actions taken	Status
1	6/06/2023	City Facilities and Waste Recovery Standing Committee	Item 8.2 - Proposed new licence - PHOS Camden Netball Club	Anne McKay / Demetriou that: 1.The PHOS Camden Netball Club be granted a new licence over portion of the Camden Oval complex for a term of 5 years commencing on 13 June 2023 and expiring on 12 June 2028, at a commencing rental of \$1,000 p.a. plus GST and outgoings. 2.The Mayor and Chief Executive Officer be authorised to sign and/or seal any documentation to give effect to the resolution.	Angelo Catinari	27.06.2023 - The Administration is current preparing and drafting the agreement for the club.	In progress
2	6/06/2023	City Facilities and Waste Recovery Standing Committee	Item 8.3 - Kesmond Reserve Redevelopment - Update Report	Papanikolaou / Mayor Coxon that: 1.The report be noted. 2.The Design Development Report: Kesmond Reserve Community Building presented to Committee/Council be endorsed and the Administration seek formal confirmation from the National Serviceman's Association and the Hilton RSL Sub-branch, of their commitment to collocate in the proposed new facility. 3.The Mayor, Chief Executive Officer, and the Administration be permitted to seek funding opportunities from State and Federal Governments in order to progress the construction of the proposed joint community facility at Kesmond Reserve, and a further report be presented back to this Committee at a future date outlining progress of any funding and the proposed budget contribution by the Council. 4.Funding for this project be sought from State and Federal Governments, with the Council contribution limited to no more than 50% of the project costs which is to be funded from asset sales. 5.Should funding for the project be secured, Committee/Council supports the commissioning of a prudential report and the lodgement of a Development Application regarding the project at Kesmond Reserve, Keswick.	Angelo Catinari	27.06.2023 - The Administration is to schedule a time to meet with representatives of both Clubs to confirm the proposed new facility.	In progress
3	16/05/2023	Council	Item 14.3 - Bicycle Parking	Whiting / Wood that the Administration delivers a feasibility and cost report to Council on potential sites for further bicycle parking at key retail, hospitality, shopping, and transport hubs, as well as community and council facilities. This feasibility study may include costings and guidelines for a potential grant fund to encourage destination parking improvements and investigation into Federal and State funding resources.	Angelo Catinari	28.06.2023 - Administration currently undertaking a city-wide review.	In progress
4	16/05/2023	Council	Item 14.5 - Lockleys Code Amendment	Kym McKay / Wood that, further to advice received on 15 December 2022 from the Minister for Planning, the Hon Nick Champion MP, in regard to his refusal for the Lockleys Code Amendment to allow higher density development on the subject site pursuant to the Planning and Design Code, the City of West Torrens explore undertaking a new Code Amendment of the subject site to Suburban Neighbourhood Zone (or similar) in partnership with the land owner and the land owner's appointed planning consultants and report back to Council on the outcome of that work.	Pauline Koritsa	1.06.2023 - CEO has written to land owner's appointed planning consultant to commence discussion on a proposed Code Amendment 19.06.2023 - No response has been received from the planning consultant as at this date.	In progress
5	18/04/2023	Council	Item 9.1.1 - Item 16.3 - Reduction of Maximum Speed Limit in Residential Streets to 40 km/hr Brought Forward for Consideration at this Point in the Meeting	Woodward / Nitschke that: 1. The report be received. 2. The matter of 40km/hr speed limits for residential streets within West Torrens be referred as an item for discussion at the upcoming Elected Member Strategic Workshop to be held mid-year in 2023.	Angelo Catinari	28.06.2023 - EM Strategic Workshop being held on 1 July 2023. This matter has been added to the list of agenda items for discussion at the workshop.	In progress
6	18/04/2023	Council	Item 15.1 - Establishment of a Community Reference Group for Kings Reserve	Demetriou / Pal that a report be brought forward on the Terms of Reference for the establishment of a Community Reference Group for the implementation of the Community facilities on Kings Reserve so that Council can deliver the western half of the 2018 Kings Reserve Masterplan now.	Pauline Koritsa	19.06.2023 - An internal working group has been established to scope the requirements and the Terms of Reference for this group. The working group has met and is currently finalising the ToRs and establishment report which will also seek approval to go out for EOIs for the community reference group. The report is currently being scheduled for the 18 July Council meeting.	In progress
7	4/04/2023	City Services and Climate Adaptation Standing Committee	Item 11.2 - City of West Torrens Road Safety Group Recommencement	Mayor Coxon / Demetriou that: 1.The report be received. 2.The City of West Torrens Road Safety Group recommence from July 2023.	Angelo Catinari	28.06.2023 - Administration currently contacting existing members to confirm their participation, also developing new campaign to recruit new members.	In progress
8	4/04/2023	City Facilities and Waste Recovery Standing Committee	Item 8.1 - Use of Golflands Reserve	Mayor Coxon / Whiting that prior to any new tenancy agreements being negotiated, community consultation be conducted as per the items listed in the original recommendation being as follows: A.Golflands Reserve - Netball / Tennis facilities 1.A new tenancy agreement with Glenlea Tennis Club for use of the multi-lined courts and clubroom facility be negotiated; B.Golflands Reserve - open space / playing fields area 3.Any further licence agreements are not entered into over the green open space at Golflands Reserve and instead allow full public access to area outside of existing user's agreed access.	Angelo Catinari	2.05.2023 - The Administration has begun developing a consultation strategy for Golflands Reserve. This aims to be implemented in July 2023.	In progress
9	4/04/2023	City Facilities and Waste Recovery Standing Committee	Item 8.2 - Request for Council to enter into a Joint Use Agreement - Department for Education (Torrensville Primary School)	Nitschke / Papafilopoulos that: 1. Council provide its consent for the Administration to enter into negotiations with representatives from the Department for Education and Torrensville Primary School for the grant of a 5-year joint use agreement for the community's use of the Torrensville Primary School grounds. 2. The Administration provides a further report to Council following completion of negotiations for the grant of the new joint use licence agreement.	Angelo Catinari	2.05.2023 - The Administration has advised the school and Education Department of Council's decision. The Education Department is now developing a draft agreement for discussion.	In progress

10	4/04/2023	City Facilities and Waste Recovery Standing Committee	Item 8.3 - Community Gardens across West Torrens	Nitschke / Papanikolaou that: 1. The report be noted. 2. The Administration develop a Community Garden Policy and associated Guidelines to guide the establishment and management of community gardens across the City, and present a report back to Committee with the draft documents for approval.	Angelo Catinari	2.05.2023 - The Administration will commence work on the Policy and guidelines in the coming month.	In progress
11	21/03/2023	Council	Item 14.2 - Mile End Railway Station	Whiting / Woodward that the Chief Executive Officer write to the Department for Infrastructure and Transport requesting a review and appraisal of Mile End Station with a view to upgrading the train station and surrounding area.	Angelo Catinari	5.04.2023 - Letter sent to Jon Whelan, CE, DIT 5 April 2023 as per Council resolution. No response to date.	In progress
12	21/03/2023	Council	Item 14.4 - Kings Reserve Land and playspace elements of the 2018 Kings Reserve Masterplan	Mayor Coxon / Woodward that: 1. Any land west of the Adelaide Football Club's proposed training ground at Kings Reserve be excised from any potential lease to the Adelaide Football Club and; 2. Council further commits to providing play-space design elements of the 2018 Kings Reserve Masterplan on such land including but not limited to a playground, picnic shelter with BBQ, cricket nets, skate bowl upgrade, and drink fountains.	Angelo Catinari	24.04.2023 - The Administration is continuing to work with the MAG regarding the potential lease of Thebarton Oval and a portion of Kings Reserve by the Adelaide Football Club. The western land on Kings Reserve has been excised from the AFC draft Masterplan and the Administration is currently investigating the area to ensure the elements of the Kings Reserve Masterplan can be realised within the potential future development.	In progress
13	21/03/2023	Council	Item 8.3 - Petition objecting to proposed location of toilet at Frank Norton Reserve (City Property)	Whiting / O'Rielly that: 1. The Petition be received. 2. A report be presented to a future meeting of the City Services and Climate Adaptation Standing Committee and the Head Petitioner be notified accordingly.	Angelo Catinari	27.06.2023 - The project is on hold until the 2023/2024 Budget is approved. A further report will be presented to Committee/Council confirming scope of the project with the available budget funds.	In progress
14	21/03/2023	Council	Item 15.3 - Maintenance of signature roads within the City of West Torrens	Woodward / Papanikolaou that the Administration provide a report and a recommendation to Council on signature roads within our City that are maintained by the State Government and that would be better maintained by the City of West Torrens under a commercial arrangement that reflects the full cost to Council.	Angelo Catinari	22.03.2023 - Awaiting response from DIT to schedule meeting 20.06.2023 - Discussion held with DIT's Manager, Delivery and Road Maintenance. Awaiting outcome of meeting.	In progress
15	21/03/2023	Council	Item 14.3 - Relocation of the Thebarton Community Centre	Mayor Coxon / Woodward that in order to decrease traffic volumes and to create additional open space at the Thebarton Oval/Kings Reserve Precinct, Council commits, subject to appropriate due diligence being undertaken, to relocating the Thebarton Community Centre, that is required to be demolished as part of the T2D South Road upgrade project, to Council owned land on the northern side of the Brickworks Marketplace adjacent the River Torrens.	Terry Buss	29.06.2023 - Subject to further investigations.	In progress
16	21/03/2023	Council	Item 16.5 - Local Government Advice Received from the Essential Services Commission of South Australia (ESCOSA) and the City of West Torrens response to the advice received	Kym McKay / Wood that: 1. The Local Government Advice Provided by the Essential Services Commission of South Australia in relation to the City of West Torrens be noted; 2. The proposed response from the City of West Torrens to the Local Government Advice be endorsed; and 3. That a further letter be prepared to the Minister for Local Government, co-signed by the Mayor and CEO reiterating Council's objection to the Local Government Advice Scheme.	Terry Buss	3.05.2023 - Further letter was sent to Minister Brock. No response received to date.	In progress
17	21/03/2023	Council	Item 16.18 - Thebarton Theatre Complex - Redevelopment Update	Nitschke / Papafloupolous that: 1. That the Chief Executive Officer be authorised to write to the Minister for Planning to request that the State Planning Commission be declared as the relevant authority for the development application associated with the redevelopment of the Thebarton Theatre Complex (Stage 1) outlined in this report, in substitution for the Council Assessment Panel and/or Assessment Manager. 2. It consider, note and acknowledge the contents of the Prudential Review Report prepared by UHY Haines Norton in regard to the Thebarton Theatre Redevelopment. 3. A copy of the Prudential Review report undertaken by UHY Haines Norton in regard to the Thebarton Theatre Redevelopment, be made available at Council's Civic Centre for public inspection. 4. The Administration be authorised to undertake a period of public information in regards to the redevelopment of Thebarton Theatre, including the information activities outlined within this report. 5. The Thebarton Theatre Complex Redevelopment Master Plan and Stage 1 Design Concept report (as provided in Attachment 2 of the report) be endorsed and the Administration proceed with Stage 1 works including detailed design documentation and construction contract procurement and securing all necessary approvals for the redevelopment to proceed. 6. Subject to the necessary approvals being granted, the cottage located at 164 South Road, Torrensville, be demolished in order to allow Stage 1 works to proceed. 7. The Administration provide a copy of the Thebarton Theatre Complex Redevelopment Master Plan and Stage 1 Design Concept Report (as provided in Attachment 2 of this report) to the State Government as part of the reporting requirements of the Funding Deed.	Terry Buss	5.04.2023 - Letter sent to Weslo Holdings advising of Council's resolutions. Administration has enacted the points of the resolution.	In progress

18	7/03/2023	City Advancement and Prosperity General Committee	Item 8.1 - Proposed Renaming of Admella Place, Sanders Lane, Dew Street Reserve, Transport Avenue, Frank Norton Reserve and Kesmond Reserve	<p>Nitschke / Pal that:</p> <ol style="list-style-type: none"> 1. The commencement of a consultation process, in line with Council Policy - Asset Naming and Council Policy - Public Consultation, to rename the following three (3) City of West Torrens assets be approved: <ul style="list-style-type: none"> • Admella Place, Thebarton to Inparri Wama, Thebarton • Sanders Lane, Richmond to Rebecca Lane, Richmond • Transport Avenue (part of), Netley to Young Avenue, Netley OR another notable name associated with aviation in South Australia. 2. A report be brought back to the next City Advancement and Prosperity Standing Committee with a name proposal(s) for Kesmond Reserve following consultation with the Kaurna community. 3. Dew Street Reserve renaming be deferred until such time as a report on the proposal, from the South Australian Bangladeshi Association (SABCA), for the installation of an International Mother Language Day Monument on the reserve has been considered by Council. 4. The renaming request for Frank Norton Reserve, Torrensville to Poole Reserve, Torrensville not be progressed given the historic nature of the current name. 5. A report be presented to the next appropriate City Facilities and Waste Recovery Standing Committee regarding the installation of a display at Frank Norton Reserve recognising the Poole family. 	Pauline Koritsa	<p>24.04.2023 - Engagement plan currently being drafted for public consultation process. Consultation with Kaurna community currently in progress regarding potential naming options for Kesmond Reserve.</p> <p>26.05.2023 - Consultation to commence on Admella Place and Sanders Lane on 29 May 2023. Key stakeholders including the original proposers advised on consultation commencement. No further advice received from KWK regarding potential naming options for Kesmond Reserve.</p> <p>16.06.2023 - Consultation process in progress for Admella Place and Sanders Lane (concludes 30 June 2023). Follow up undertaken with KWK regarding Kesmond Reserve. Engagement Plan currently being drafted for public consultation process for Transport Avenue.</p>	In progress
19	7/03/2023	City Advancement and Prosperity General Committee	Item 8.5 - Community Grants - March 2023	<p>Kym McKay / Demetriou that:</p> <ol style="list-style-type: none"> 1. The following grant applications be approved: <ul style="list-style-type: none"> a)Equipment grant of \$3,000 to Elion Society of SA the Olympic Flame Inc. towards the cost of a Barbeque for social gatherings in CWT. b)Equipment grant of \$3,000 to Malibu Squash Club towards the cost of a balustrade to make viewing area safe. d)Donation of \$1,000 to the Organisation of Hellene and Hellene-Cypriot Women of Australia (SA) towards the cost of donation items to Kickstart For Kids. e)Donation of \$200 to Genesis Pregnancy Support to purchase infant car seats for families in need. 2. The following grant application not be approved due to the organisation being located outside of the West Torrens area and the training program being State wide: <ul style="list-style-type: none"> c)Equipment grant of \$3,000 to St John Ambulance towards the cost of resuscitation/CPR equipment. 3. The amount of \$2,690 be added to the Community Grants budget and \$5,000 be added to the Junior Development and International Representation Grants budget for the 2022/2023 financial year; and 4. The Community Grants program be closed for the remainder of the financial year pending a review of the Policy and Guidelines but the Junior Development and International Representation Grants program remain open for the remainder of the financial year or until the budget funding is exhausted. 	Pauline Koritsa	<p>2.04.2023 - All applicants notified of outcomes and invoices requested for approved grants. Acquittals due 6 weeks following projects/activities.</p> <p>21.04.2023 - All grants paid out. Acquittals due 6 weeks following projects/activities.</p> <p>6.06.2023 - Two acquittals outstanding, due 6 weeks following projects/activities.</p>	In progress
20	7/03/2023	City Advancement and Prosperity General Committee	Item 8.3 - Opportunities to accumulate revenue to purchase land for open space	Woodward / Kym McKay to Council that having considered the options to accumulate revenue for the purchase of land for open space, it approve further investigations by the Administration into Options 1-5 as detailed in the report.	Pauline Koritsa	<p>26.04.2023 - The Administration is continuing to investigate preferred options, which will then be discussed with the Executive Management Team prior to providing a formal response to Council.</p> <p>16.05.2023 - The Administration is analysing the open space network to determine how many more parks are required, and this will inform how much revenue is needed to purchase land for open space. This will be discussed with the Executive Team prior to providing a formal response to Council.</p> <p>9.06.2023 - Executive Memo provided to GM Business and Community Services</p>	In progress
21	21/02/2023	Council	Item 15.2 - 75th Anniversary of Indian Independence	Demetriou / Pal that, in recognition of our local Indian Community, Council formally acknowledges the 75th Anniversary of Indian Independence on 15 August 2023 with a dawn flag raising ceremony in the West Torrens Memorial Gardens.	Terry Buss	27.02.2023 - Executive Coordinator to work with Mayor Coxon and the Team Leader Events regarding arrangements.	In progress
22	7/02/2023	City Facilities and Waste Recovery Standing Committee	Item 8.4 - Frank Norton Reserve Draft Masterplan / Concept Plan - Consultation Report	<p>O'Rielly / Pal that:</p> <ol style="list-style-type: none"> 1. The report be noted. 2. The draft masterplan / concept plan for Frank Norton Reserve be refined and updated based upon feedback received through the 2022 community consultation period, and the Administration be authorised to undertake a second round of public consultation on the updated plan. Should significant adverse feedback be received through the consultation period, a further report will be presented to Council outlining the feedback and further refining the masterplan / concept plan. 3. The Administration to include funding to implement and deliver this Masterplan reserve project at Frank Norton Reserve, Torrensville. This project funding is to be considered by Council as part of the deliberations for the 2023/2024 draft budget. 	Angelo Catinari	<p>27.02.2023 - The second community consultation period is currently underway and follows a drop-in session held on Thursday 16 February from 5pm until 7pm. Approximately 40 people attended the drop-in session and provided feedback. Once the consultation period closes (13 March 2023), Council officers will consider the feedback received and refine the design for final approval.</p> <p>28.03.2023 - Community consultation has closed and the consultants are analysing the feedback in order to make refinements to the design.</p> <p>27.06.2023 - The project is on hold until the 2023/2024 Budget is approved. A further report will be presented to Committee/Council confirming scope of the project with the available budget funds.</p>	In progress

23	7/02/2023	City Facilities and Waste Recovery Standing Committee	Item 8.5 - Proposed West Torrens Community Shed and Repair Cafe	Woodward / Papanikolaou that: 1. The report be noted. 2. The Administration be authorised to undertake public consultation in regards to the potential development of a Community Shed and/or Repair Café within West Torrens. 3. A further report will be provided to this Committee following, and summarising responses received, from this consultation.	Angelo Catinari	27.02.2023 - Community Consultation is about to commence. The Administration is developing the final version of the survey to be available on Your Say website. A DL flyer is also being designed to promote the consultation. 28.03.2023 - Community consultation continues and will close in mid-April. 27.06.2023 - Consultation has closed. The Administration is expected to provide an update report to the next Committee meeting in August 2023.	In progress
24	7/02/2023	City Facilities and Waste Recovery Standing Committee	Item 8.9 - West Torrens Bowling Centre, Lockleys Oval, Lockleys - Update Report	Mayor Coxon / Huggett that: 1. The report be received; 2. The Council provides its in principle consent for the proposed redevelopment of the existing Lockleys Bowling Club site at Lockleys Oval for the establishment of a West Torrens Bowling Centre whereby the Lockleys Bowling Club and Grange Bowling Club could collocate, subject to the conditions as detailed within this report; 3. The Council acknowledges that the Administration will be seeking funding to further progress this initiative with the State and Federal Government and through the 2023/2024 budget deliberation process; and 4. Further reports be provided to Committee/Council as and when significant events occur in regard to this proposed initiative.	Angelo Catinari	28.02.2023 - A meeting was held on 28 February 2023 between the Administration and representatives from the Lockleys and the Grange Bowling Club to discuss the next steps. 28.03.2023 - A further meeting will be held with consultants and representatives of both bowling clubs in April to progress design concepts. 24.04.2023 - A meeting has been held with the two Clubs and the Administration to provide information for consultants as to the facility requirements of both clubs and potential floor plans. Once agreed plans have been developed, a further report will be presented to Council. Further updates will be provided as part of the 7.02.2023 meeting action. 27.06.2023 - Meetings have been held with representatives of both clubs. Development of a masterplan and concepts are currently underway. An update report will be provided to the next Committee meeting.	In progress
25	17/01/2023	Council	Item 17.4 - QR Codes on CWT Assets for Reporting Graffiti and Street Waste	Huggett / Woodward that the report be received and that the Administration investigate a local area trial within a designated area in the City of West Torrens.	Angelo Catinari	28.02.2023 - Meeting to be arranged with City Assets and Cr Daniel Huggett in March 2023. 28.06.2023 - Meeting to be scheduled in mid-July between Cr Huggett and Manager City Assets for further discussion.	In progress
26	17/01/2023	Council	Item 9.3 - Item 17.3 - Weigall Oval Sporting Complex Proposed Changes - Consultation Results Brought Forward for Consideration at this Point in the Meeting	Kym McKay / Papanikolaou that: 1. The report be noted. 2. The Administration be authorised to continue to proceed with the variation to the Development Application to allow the existing licence holders, Adelaide Angels Baseball Club and Adelaide Omonia Cobras Soccer Club, to extend the operation of the bar, dining and function areas only within the Weigall Oval Sports Facility from the current 11pm, until midnight on Friday night (Saturday 12am) and midnight on Saturday night (Sunday 12am), including the provision of the public consultation results to the Planning Authority for consideration as part of the application. 3. In light of community concerns regarding public access to the Weigall Oval site, the Administration be authorised (together with the Adelaide Omonia Cobras Soccer Club) to seek to gain an exemption for construction of a new permanent crowd perimeter fence to the senior soccer pitch at Weigall Oval Sports Facility to meet the requirements of the competition level (State League 1) from Football South Australia. In the event that the exemption is not granted, the installation of a new permanent, unobtrusive, retractable perimeter fence, where possible, be approved. 4. The Administration be authorised to amend and vary the existing licences for the Weigall Oval Sports Facility to reflect the use and changes to the hours of operation of the bar, dining and function areas for the Clubroom facility. The Mayor and Chief Executive Officer be authorised to sign and/or seal any documentation to give effect to the grant of this resolution. 5. The Adelaide Angels Baseball Club be provided in principle support to begin investigations into netting options to close the senior (main) baseball diamond when games are played at home or when turf repairs are required, and if supported, a further report be provided to Committee/Council outlining the results of the investigation prior to any community consultation on this matter.	Angelo Catinari	26.02.2023 - The Administration has written to the Football Federation to seek an exemption from the requirement to construct perimeter fencing around Weigall Oval for State League 1 games. The administration is awaiting a response. With regard to the extension of operating hours for the Bar and Function area at Weigall Oval, a variation to the Development Consent condition is currently being prepared and will be lodged in the coming weeks. 24.04.2023 - The Football Federation has denied the Administration's request for an exemption to perimeter fencing for State 1 League soccer games held at Weigall Oval. The Soccer Club are currently updating the fencing concept to better meet the adopted recommendation of installing an unobtrusive fence with additional large gate openings than what was first proposed.	In progress
27	17/01/2023	Council	Item 17.8 - Community Grants - January 2023	Nitschke / Pal that: 1. The following grant applications be approved: a) Community grant of \$5,000 to Surf Life Saving SA towards the cost of a Water Safety program for Muslim Women in CWT. b) Community grant of \$5,000 to Royal Life Saving SA towards the cost of a Learn to Swim program for people from CALD communities in CWT. c) Community grant of \$4,604 to the YMCA towards the cost of a Skate Park League Series competition at West Beach Skate Park which is included in the CWT School Holiday program. d) Community grant of \$5,000 to Tamang Society of SA towards the cost of the Adelaide Lhochhar Year of Cat Festival being held at Thebarton Community Centre.	Pauline Koritsa	24.01.2023 - All applicants notified of outcomes and all invoices for approved grants received. Acquittals due 6 weeks following projects/activities. 21.04.2023 - All grants paid out. Acquittals due 6 weeks following projects/activities. 6.06.2023 - 1 acquittal received, 3 pending - due 6 weeks following projects/activities.	In progress

28	8/11/2022	Special Meeting of Council	Item 7.1 - Thebarton Oval Precinct Consultation Feedback	<p>Nitschke / Tsiaparis that:</p> <p>1. Council notes and receives the report of the CEO titled "Thebarton Oval Precinct Consultation Feedback" dealing with the community consultation feedback in relation to the proposed lease of the Thebarton Oval Precinct by the Adelaide Football Club (AFC), including the report prepared by URPS entitled "Thebarton Oval Precinct Proposed Lease Agreement".</p> <p>2. Council:</p> <p>a. have regard to all of the outcomes of the community consultation, in particular areas of concern raised by the community, the various submissions made in their entirety, the content of the CEO report on this matter and the fact that a further round of public consultation will occur in relation to the draft Masterplan (when developed); and</p> <p>b. in doing so, factor them into its considerations for the purposes of informed and responsible decision-making, as required by the Local Government Act 1999.</p> <p>3. Council accepts the CEO report and the findings of the URPS Report and in particular, acknowledges the views expressed by the community in the feedback process.</p> <p>4. Subject to those current third-party interests in the Thebarton Oval Precinct expiring, being terminated, or surrendered, the Administration progress negotiations with AFC in relation to the proposed lease with such outcomes being the subject of further report(s) to Council.</p>	Terry Buss	11.11.2022 - Point 1 has been noted. Negotiations ongoing in regard to Point 4.	In progress
29	25/10/2022	City Advancement and Prosperity General Committee	Item 8.1 - Community Grants - October 2022	<p>Mayor Coxon / Nitschke that:</p> <p>1. The following grants applications be approved:</p> <p>a)Equipment grant of \$673 to Glenelg Contract Bridge Club for the purchase of chairs with arms to assist members with mobility issues to be independent.</p> <p>b)Sponsorship grant of \$4,935 to Fulham Community Centre towards the cost of the Fulham Community Christmas Fair.</p> <p>c)Sponsorship grant of \$5,000 to Camden Athletic Club towards the cost of the 2023 Camden Classic Carnival.</p> <p>d)Sponsorship grant of \$4,800 to Chilean Club of Adelaide towards the cost of the Chilean Family Fun Day being held at Western Youth Centre.</p> <p>e)Community grant of \$3,000 to The Greek Football Club towards the cost of project to preserve the history of the club.</p> <p>f)Community grant of \$5,000 to Lady Gowrie Childcare Centre towards the cost of project to record Kauria sites and stories in West Torrens.</p> <p>2. The policy in relation to granting of community grants be reviewed in the next Council term.</p>	Pauline Koritsa	<p>8.11.2022 - Email notification was sent to all applicants advising of the outcomes/approvals and requesting invoices for the amounts approved.</p> <p>8.12.2022 - All invoices received and grant funds paid.</p> <p>26.02.2023 - All acquittals have been received with the exception of two with events scheduled in February and June 2023.</p> <p>21.04.2023 - Awaiting 1 acquittal for program ending in June 2023.</p> <p>6.06.2023 - Awaiting 1 acquittal - reminder that all acquittals due by 30 June 2023 sent.</p>	In progress
30	23/08/2022	City Advancement and Prosperity General Committee	Item 8.3 - Community Grants - July 2022	<p>Kym McKay / Papanikolaou that:</p> <p>1. The following grants applications be approved:</p> <p>a)Equipment grant of \$3,000 to Fan Footy SA towards the purchase of uniforms for a charity game being held at Hisense Stadium.</p> <p>b)Equipment grant of \$3,000 to Glenelg ANA Cricket Club for the purchase of cricket equipment.</p> <p>c)Equipment grant of \$2,977.70 to Camden Park Scout Group towards the purchase of Scout uniforms.</p> <p>d)Equipment grant of \$3,000 to Adelaide Bangladeshi Cultural Club towards the purchase of two laptops for its cultural school program.</p> <p>e)Equipment grant of \$3,000 to West Adelaide Football Club towards the cost of Gym equipment for player training and for community progra</p> <p>f)Community Grant of \$5,000 to Vaagai Adelaide Tamil Broadcasting Service towards the cost of a Community Festival being held at the Star Theatre in Hilton.</p> <p>g)Women in Sports Grant of \$3,000 to Telugu Association of SA towards the cost of badminton equipment for a women's badminton program.</p> <p>2. That the sponsorship grant of \$5,000 to the Singapore Business and Social Association towards the cost of cultural event being held at Thebarton Community Centre, and the community grant of \$5,000 to West Torrens Chess Club towards the cost of resources and promotional materials to increase outreach programs and membership, be deferred for consideration until the next meeting of Council on 6 September 2022 to allow for further information to be gathered.</p>	Pauline Koritsa	<p>13.09.2022 - Email notification was sent to all applicants advising of the outcomes/approvals and requesting invoices for the amounts approved.</p> <p>11.10.2022 - Five applicants have sent in invoices and been paid grants.</p> <p>1.11.2022 - All applicants have sent in invoices and grants paid, acquittal reminder sent out on 1 November 2022.</p> <p>7.12.2022 - Waiting for acquittals to be sent following events/activities/projects.</p> <p>1.02.2023 - 5 acquittals received, 5 pending.</p> <p>26.02.2023 - 7 acquittals received, 3 pending.</p> <p>21.4.2023 - Awaiting 3 acquittals - reminders sent.</p> <p>6.06.2023 - Awaiting 2 acquittals - reminder that all acquittals due by 30 June 2023 sent.</p>	In progress

31	24/05/2022	City Facilities and Waste Recovery Standing Committee	Item 8.1 - Proposed Road Closure at Arthur Lemon Avenue/Witty Court, Underdale - Update	<p>O'Rielly / Anne McKay that:</p> <ol style="list-style-type: none"> 1. The Council advise the Surveyor General that it has conducted a necessary public consultation process to determine whether any parties wished to raise any comments or concerns regarding, or had any objections to, the proposed closure of the identified portion of Arthur Lemon Avenue/Witty Court at Underdale. 2. Given that of the three objections received, one has been withdrawn, and on the basis that the other two objections will be withdrawn providing payment is made (for relocation of gas infrastructure) and the requested easement granted (to SAPN), the Council resolve to proceed with closure of the (identified portion of the) road. 3. A further update report be provided to Council following the receipt of advice from the Surveyor General if that advice indicates that the (identified portion of the) road is not to be closed. 	Angelo Catinari	<p>20.06.2022 - The surveyor has been advised to produce a further plan to include the easement requested by SAPN. Once completed, the updated plan will be sent to SAPN for their comment. Following confirmation by SAPN, all the information will be sent to the Surveyor General.</p> <p>12.08.2022 - Advice of Council's resolution and responses from objectors have been provided to Surveyor-General. Council's Surveyor has been advised that the final survey plans are to be drawn this week and once completed, will be forwarded to the Surveyor-General. Residents/applicants have been updated as to the current status.</p> <p>18.10.2022 - Final survey plan nearing completion and Agreement to Transfer has been issued. Currently awaiting provision of Road Process Order and other relevant documents for lodgement with Surveyor-General, and Costs agreement and final version of Land Management Agreement from solicitors.</p> <p>26.02.2023 - Investigations are underway with both the Lands Title Office and the Office of the Surveyor-General to address an issue with obtaining the consent of the Encumbrancee with respect to the Encumbrance over the owner's land. The Encumbrance is currently only registered over the owner's land, however will automatically extend over the closed road land when the owner's land merges with the closed road land, hence requiring the consent from the Encumbrancee. At this point, the Office of the Surveyor General has invited the Administration to put forward a written submission setting out the issues and proposing a resolution for them to consider. This is currently being prepared.</p> <p>24.04.2023 - The Administration has sought legal advice regarding this matter and a Cost Agreement has been prepared along with the LMA. These will be presented to the Owners for consideration and Council will be updated of the outcome.</p> <p>27.06.2023 - The Administration continues to discuss the project with the landowners.</p>	In progress
32	19/04/2022	Council	Item 17.1 - Planning and Design Code: Neighbourhood Zone Review - Minor Infill Housing and Urban Corridor Zone Interface Case Study	Woodward / Huggett that Council approves the dedication of the budget funds of \$24,000 from the Planning and Design Code Communications specifically to the Planning and Design Code: Neighbourhood Zone Review - Minor Infill Housing and Urban Corridor Zone Interface Case Study.	Pauline Koritsa	<p>12.05.2022 - RFQ document being developed for consultant.</p> <p>16.06.2022 - Draft RFQ developed for internal review.</p> <p>16.08.2022 - Due to resourcing constraints, this has been delayed while the Glandore Code Amendment and Miscellaneous and Technical Code Amendment are progressed.</p> <p>19.09.2022 - On hold due to responding to Glandore Code Amendment and Miscellaneous and Technical Code Amendment and resourcing constraints.</p> <p>4.10.2022 - Delayed due to competing workload from other Code Amendments.</p> <p>1.11.2022 - Delayed due to resourcing issues.</p> <p>16.11.2022 - New resource commencing in January 2023 will undertake this as a priority project.</p> <p>1.12.2022 - New resource to commence 9/1/23, project will be allocated then.</p> <p>16.01.2023 - New resource commenced, project will commence in February 2023.</p> <p>16.02.2023 - As several other Code Amendments have been received to comment on, project will commence late February 2023 due to resourcing.</p> <p>28.06.2023 - Resources have been undertaking other projects that have been time sensitive (e.g. Glandore Code Amendment, various external Code Amendments, T2D, developing a mainstreet brief, heritage review, public implementation plan etc.). This project has been put forward for carryover and forms part of the Annual Organisational Plan 23/24.</p>	In progress

33	22/03/2022	City Facilities and Waste Recovery Standing Committee	Item 8.3 - Proposed Dog Park (River Torrens Linear Park) - Update	<p>Mugavin / Huggett that:</p> <ol style="list-style-type: none"> 1. The Administration conduct a public consultation/notification process with nearby businesses, residents and stakeholders to determine whether there are any significant objections to the establishment of the proposed dog park in the proposed location. 2. Should there be no adverse comment received during the period of public consultation, Council enter into the proposed licence agreement with the Minister/Department for Environment and Water for designated land within the River Torrens Linear Park (near the northern end of Hayward Avenue and West Street, Torrensville). The licence area is to be used as a dog park for a term of 10 years (commencing on the date of issue) at a fee of \$1pa plus GST payable on demand. 3. The Mayor and Chief Executive Officer be authorised to sign and/or seal any documentation to give effect to the grant of licence. 	Angelo Catinari	<p>20.06.2022 - Documentation from Minister/Department for Environment and Water to be finalised, with updated (draft) concept plan to be included in the document. The draft concept plan under development and to be finalised prior to community consultation.</p> <p>12.08.2022 - The concept plans have been finalised ready for community consultation. Community consultation to be undertaken in August / September 2022.</p> <p>18.10.2022 - Community consultation to be undertaken in over summer. Concept is being updated to include a small dog park as well.</p> <p>26.02.2023 - A report was presented to Committee on 7 Feb 2023 outlining the outcome of the community consultation. Minor modifications will be undertaken to the design and then the procurement process will commence.</p> <p>24.04.2023 - The final plans have been completed and the work will be procured in the coming month. No agility equipment was able to be included within the small dog area due to the slope of the site.</p> <p>27.06.2023 - Procurement is scheduled to commence in July / August 2023.</p>	In progress
34	22/03/2022	City Facilities and Waste Recovery Standing Committee	Item 8.4 - Lockleys Oval - Update	<p>Pal / Huggett that:</p> <ol style="list-style-type: none"> 1. The report be noted. 2. The new location of the baseball training facility, as proposed within this report, be endorsed, subject to the necessary Development Application, period of community consultation and the Site Licence provided by Department Environment and Water, (DEW). The Mayor and Chief Executive Officer to sign and/or seal any documentation to give effect to the grant of licence with DEW. 3. The cost of the acoustic report required in order to progress the Development Application for the variation to hours of operation at the Lockleys Sporting Facility - bar, kitchen and function rooms is shared between Council (50 per cent of the cost) and the Clubs who seek the variation of hours (50 per cent of the cost). 	Angelo Catinari	<p>20.06.2022 - The Administration is continuing to progress the actions required from the resolution from the 22 March 2022. Baseball training facility has development approval and has been ordered from supplier, (delivery / installation - estimated at 12 to 16 weeks). Lockleys Sporting Facility clubs still to agree on contribution for acoustic report</p> <p>12.08.2022 - COVID has delayed production of the batting facility. It should arrive in September ready for installation. Clubs have not committed to acoustic report due to continuing discussions regarding lease/licence documents. A decision should be made in coming month(s).</p> <p>18.10.2022 - The batting tunnel structure is currently in production however availability of materials may result in the facility not being constructed until early 2023. The decision as to whether to proceed with an acoustic report is still being considered by Clubs and is linked to the report regarding licence fees for sporting clubs.</p> <p>26.02.2023 - A report was presented to Committee on 7 February 2023 regarding Lockleys Oval. The Football Club remains the only Club to have not signed the licence agreement and the Administration will seek the agreement's execution prior to the winter season commencing on 1 April 2023. A The Lockleys Tennis Club sought an extension to their liquor licenced area to include the newly constructed tennis shelter. This was approved by Council and the Tennis Club will be notified.</p> <p>27.06.2023 - The agreement has been signed by the Lockleys Football Club.</p> <p>29.06.2023 - The construction of the baseball training facilities is about to commence with preliminary earthworks underway. It is expected the facility will be completed in time for the commencement of the 2023/24 baseball season in October 2023.</p>	In progress

35	22/03/2022	City Facilities and Waste Recovery Standing Committee	Item 8.9 - Kesmond Reserve Upgrade - Update	Woodward / Pal that: 1. The report be noted. 2. A period of public consultation to be undertaken following the receipt of in-principle agreement of the Masterplan by stakeholders and pre-lodgement advice on the proposed new community facility.	Angelo Catinari	<p>20.06.2022 - Consultation commenced on 23 May and concluded on the 17 June 2022. Feedback to be reviewed. Further report to Committee will be required.</p> <p>16.08.2022 - Consultants have commenced detailed design and documentation on open space project (grant funded). Expecting to be ready for procurement in October - with project completion by the 30 June 2023. Preliminary design development has commenced on the new joint facility for the Hilton RSL and National Servicemen's Association.</p> <p>18.10.2022 - A tender package is currently being prepared ready for late 2022. It is expected work will commence on the open space component in January/February 2023.</p> <p>26.02.2023 - The open space package of work is currently being procured. The design for the building component of the Reserve Upgrade is almost complete and will be presented to Committee at the next meeting to be held in April 2023.</p> <p>24.04.2023 - Tenders have closed and are currently being assessed for the open space component of work. The design for the building component of the Upgrade has been slightly delayed due to some additional work being undertaken regarding vehicle access and to allow for a 'drop-off' zone adjacent the building. It is anticipated a report will be provided to the City Facilities and Waste Recovery General Committee Meeting in June 2023.</p> <p>27.06.2023 - Procurement is expected to be finalised in the next two weeks to award a contract for the open space component of the project. Refer to Item No 8.3 of the Committee Meeting held on 6 June 2023 for an update on the new facility masterplan.</p>	In progress
36	22/03/2022	City Facilities and Waste Recovery Standing Committee	Item 10.1 - Torrens to Darlington (T2D) Project update and Impacts to Council Facilities (Thebarton Oval and Kings Reserve Precinct)	Mayor Coxon / Reynolds that: 1. The report be noted. 2. Council endorse the Administration's request to continue to progress the development of a Masterplan, in conjunction with representatives from the Department of Infrastructure and Transport (DIT), for the Thebarton Bioscience precinct. The plan to, at this time, concentrate in particular on that site where it is envisaged that the new Thebarton Community Centre / Hub is proposed to be located. Further reports are to be provided to this Committee / Council at such time(s) as there are significant updates to the Masterplan.	Angelo Catinari	<p>20.06.2022 - No further update from the Administration regarding the Torrens to Darlington (T2D) Project and impacts to Council Facilities. Awaiting advice from the Minister / Department of Infrastructure and Transport.</p> <p>12.08.2022 - CWT is awaiting clarification from the Minister / Department of Infrastructure and Transport regarding operation and currency of the Notice of Intention of Acquisition documents over the Thebarton Oval, Kings Reserve and riverfront land. Time frame is now late August 2022.</p> <p>18.10.2022 - The Administration continues to await further information from DIT re the T2D.</p> <p>26.02.2023 - The Administration is in negotiations with the State Government regarding the impact of T2D. No final decisions regarding potential relocation or upgrade of Council facilities and services have been agreed to date.</p> <p>24.04.2023 - The Administration is in negotiations with the State Government regarding the impact of T2D. No final decisions regarding potential relocation or upgrade of Council facilities and services have been agreed to date.</p>	In progress

37	18/01/2022	Council	Item 17.3 - Weigall Oval - Soccer Scoreboard	Woodward / Pal that: 1. The Adelaide Omonia Cobras Soccer Club be advised that Council provides consent for the installation of an electronic scoreboard in the south-eastern corner of the senior soccer pitch at Weigall Oval, subject to any necessary development consents being sought and obtained by the Club; and 2. Council further advise the Club that it will consider the provision of funding of \$40,000 towards the cost and installation of the scoreboard as part of its 2022/2023 budget deliberation processes.	Angelo Catinari	27.01.2022 - Funding has been allocated within the draft budget for 2022/2023. 20.06.2022 - No development approval is required for the scoreboard. Once funding has been approved in July 2022 arrangements will be made with the Club. 12.08.2022 - The Club is awaiting final confirmation of funding through the State Government and finalising their preferred product for purchase. 18.10.2022 - The Club has received quotes and are currently deciding on their preferred product. 26.02.2023 - The Administration has provided the Council's contribution to the selected company and the soccer Club is now negotiating the installation of the scoreboard. It aims to be complete by the beginning of the soccer season (around easter) 24.04.2023 - The installation of the scoreboard has commenced and is likely to be completed in May 2023. 27.06.2023 - There have been delays with the installation of the scoreboard - works are expected in the coming weeks.	In progress
38	19/10/2021	Council	Item 15.1 - Sale and Disposal of dead-end streets	Woodward / Papanikolaou that Council authorise the Administration to examine the opportunity, and report back to Council, of the potential to close portions of roads in the City that dead-end onto the Keswick and Brown Hill Creeks with the aim of offering such portions of 'closed road' for public sale.	Angelo Catinari	6.06.2022 - City Assets are continually working with City Property and City Facilities to identify potential pieces of road to close for public sale. 16.08.2022 - City Assets in collaboration with City Property and Facilities are identifying potential pieces of road to close for public sale. City Property and Facilities are identifying any encumbrances/easements. 5.09.2022 - Continuing identifying pieces of road potentially to close for public sale. 10.10.2022 - Road segments identified are being consolidated. Further investigation being undertaken on underground services. 1.03.2023 - Continuing to investigate underground services. 28.06.2023 - Investigations ongoing.	In progress

39	23/03/2021	City Facilities and Waste Recovery General Committee	Item 8.2 - Improving Source Separation at Multi-Unit Developments Pilot Proposal	Mugavin / Pal that a pilot is undertaken to determine the most effective interventions to improve source separation of waste in MUDs, subject to appropriate funding being provided in Council's 2021/22 budget.	Paul Della	<p>Funding for an initiative to determine the most effective interventions to improve source separation of waste in MUDs has been included in Council's 2021/22 budget.</p> <p>18.08.2021 - Work has commenced on the initial stages of the project, final selection of MUDs to be completed in August. Project Team are meeting monthly.</p> <p>12.10.2021- Final planning for project underway. Project scheduled to commence Jan/Feb 2022</p> <p>1.02.2022 - Stage 1 of project has commenced. Focus group sessions held in January 2022 with building managers and strata groups to refine intervention tools to support improving source separation. Next project group meeting scheduled for 3 February 2022.</p> <p>15.02.2021 - Meeting on 3 February 2022 completed, final report from focus group sessions shared. List of interventions to be finalised and base line waste audits to schedule for March 2022 prior to pilot commencement.</p> <p>5.04.2021 - Progress meeting with Rawtec and participating Councils scheduled for 14 April 2022. Pilot with MUDS scheduled to commence in June/July 2022.</p> <p>3.06.2022 - Baseline audits in progress. One audit completed, second property scheduled to be audited first week in June. Project on track to commence in June.</p> <p>22.06.2022 - Audits conducted and results received. Implementation of a trial of remedial actions to take place in July 2022.</p> <p>11.08.2022 - Project implementation delayed, waiting for other Councils to finalise their test sites. CWT is using this delay to update some education signage intended to be posted in bin areas.</p> <p>10.10.2022 - Project commenced for CWT on 29.09.2022. First visual inspection undertaken on 04.10.2022, initial results show an increase in food waste diversion.</p> <p>29.10.2022 - Delivery of new kerbside bins and base packs to the two multi-unit dwellings participating in the trial. Each unit were provided with a base pack consisting of a welcome letter, kitchen caddy, compostable bags, reusable produce bags and relevant brochures to assist with correct waste management.</p> <p>17.01.2023 - Weekly visual inspections occurred from 4.10.2022 to 17.01.2023 to record data on the number of bins presented, approximate bin fullness and visual contamination.</p> <p>24.01.2023 - Virtual meeting with Rawtec and other participating Councils in the trial to discuss next steps for the project. Kerbside audits scheduled for 1.03.2023 and 8.03.2023. The initiatives to implement at all 6 locations are being scoped by Rawtec and to be presented to the participating Councils.</p> <p>24.04.2023 - Project delayed due to awaiting input from other stakeholders. At previous meeting with Rawtec CWT asked if the properties in West Torrens can proceed, Rawtec have confirmed that project will continue for CWT sites (meeting 23.03.2023).</p> <p>16.06.2023 - Update from 17 May 2023, met with Rawtec and confirmed that interventions have been implemented for CWT sites. As of 17 May 2023, no resident at the site has responded to the initiative (prizes can be won for depositing a bag of food waste in the organics bin by scanning a QR code).</p>	In progress
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40	8/12/2020	City Facilities and Waste Recovery General Committee	Item 9.1 - Educational Trial for Waste Disposal and Separation	Woodward / Huggett that Council Administration provide a report to the City Facilities and Waste Recovery General Committee on the opportunity (costs and benefits) of a trial at a shopping centre within our City to provide 3 bins for the general public use. The intent is to create an actual experience in use of the red, yellow and green bins that further educates our residents in separation at source and better waste disposal.	Paul Della	<p>The Waste Management Team is currently identifying the most suitable location to undertake activities regarding waste education/creating a community 'experience in the use of the red, yellow and green bins'.</p> <p>17.03.2021 - Waste Management is in the process of redeveloping the Bin Toss Game to be rolled out to shopping centres to provide an interactive waste experience to educate residents on separating waste. At this stage, we propose to run 2 sessions during National Recycling Week (8 - 14 November 2021 - at Brickworks and Kurralta Central).</p> <p>Works due to commence in April:</p> <ul style="list-style-type: none">• Development of the display/standee to be used at shopping centres (with Media)• Contact the shopping centres and stakeholders to seek participation• Investigate options for incentives/prizes to encourage participation <p>18.08.2021 - Whilst we have undertaken initial stages of the project work is still continuing, launch will take place in line with community engagement for the waste strategy.</p> <p>12.10.2021 - Intention to undertake education trial with waste strategy community consultation proceeding.</p> <p>Current proposal is to undertake an interactive displays. Discussions have been held with Business and Community Services (Media) to design a display surround for the bins to improve visibility.</p> <p>1.02.2022 - On hold pending completion of the Draft Waste Strategy. Development of Waste Strategy delayed due to resourcing. Completion date revised to 30 June 2022.</p> <p>5.04.2022 - Status as previously advised on 1/02/2022.</p> <p>3.06.2022 - Completion date 30/06/2022 as previously advised on 1/02/2022.</p> <p>11.08.2022 - Engaged Brickworks and Kurralta Central to seek support to implement waste education in their shopping centres, currently there is no interest to participate. Continuing to negotiate and seek alternate venues.</p> <p>10.10.2022 - Business districts approached to support waste education in their areas have not been positively received. Awaiting response from Harbour Town Centre Management.</p> <p>16.01.2023 - Reviewed the City of Adelaide Recycle Hub which accepted hard to recycle items from the community.</p> <p>24.03.2023 - Follow up with Harbour Town has determined no interest to participate.</p> <p>17.05.2023 - No further update due to limited resourcing. This item scheduled to resume development in June 2023.</p> <p>16.06.2023 - No further update due to limited resourcing. This item scheduled to resume development in July 2023.</p>	In progress
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41	22/09/2020	City Facilities and Waste Recovery Standing Committee	Item 8.4 - Brand identity and signage for Council-owned facilities	<p>Vlahos / Mugavin to Council that:</p> <p>1.It approves the installation of signage on all of its facilities as detailed in Option 1 within this report.</p> <p>2.Stage 1 of installation of building signage, as outlined in this report, be undertaken in this financial year, following budget review and approval.</p> <p>3.Installation of decals inside new facilities be undertaken prior to the end of this calendar year.</p> <p>4.It approves the adaption of the City of West Torren's logo 'tag line' to reflect that the City of West Torrens proudly supports our community by providing community facilities for them to use.</p> <p>5.Stage 2, permanent building signage, be undertaken in the 2021/22 financial year, pending costings and budget approval by Council.</p>	Angelo Catinari	<p>21.10.2020 - Meeting between internal staff held on 28/10/2020 to discuss decals on internal building walls to be implemented by the end of 2020. Meeting action transferred from Strategy & Business to City Property for implementation.</p> <p>10.02.2021 - Allocated funding in draft 2021/2022 budget for Council consideration.</p> <p>11.06.2021 - Awaiting new financial year and budget approval.</p> <p>18.08.2021 - No funding was approved and therefore a budget bid will be submitted for 22/23 budget.</p> <p>20.06.2022 - No funding has been allocated in the 2022/2023 budget for this action.</p> <p>12.08.2022 - Refer to 2023/2024 budget for funding allocation in order to complete this action.</p> <p>18.10.2022 - Refer to 2023/2024 budget for funding allocation in order to complete this action.</p> <p>26.02.2023 - Refer to 2023/2024 budget for funding allocation in order to complete this action.</p> <p>24.04.2023 - Refer to 2023/2024 budget for funding allocation in order to complete this action.</p>	In progress
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42	12/08/2020	City Facilities and Waste Recovery Standing Committee	Item 8.3 - Sponsorship Agreement - Lockleys Oval LED Scoreboard	<p>Woodward / Pal that:</p> <ol style="list-style-type: none">1. Council provide its consent, in its capacity as landowner for a LED scoreboard to be erected in the north-eastern corner of the Lockleys football oval, subject to any necessary development consents being sought and obtained.2. Should the Committee recommend to Council, and Council resolve in accordance with the Committee's recommendation, the Chief Executive Officer and/or Mayor be authorised to sign a Sponsorship Agreement, including the sponsorship of \$10,000 offered by the West Beach and Districts Community Bank Branch.3. Council's Advertising on Council Land and Related Public Infrastructure Policy be reviewed as part of the review process of Council's policies to acknowledge the decision of Council.	Angelo Catinari	<p>10.02.2021 - Bank has been advised and Administration is awaiting the final Sponsorship Agreement. Procurement process has commenced with the new scoreboards</p> <p>11.06.2021 - awaiting final go-ahead from clubs and confirmation of their financial contribution towards the larger board they have requested.</p> <p>18.08.2021 - Awaiting club confirmation. Meeting scheduled for late August to progress the purchase.</p> <p>14.10.2021 - Club continues to discuss the investment and will be in better position to make a decision following the lease/licence negotiations</p> <p>7.12.2021 - Negotiations continue with the club regarding licence fees. Following thee discussions, it is expected that a decision can be made regarding the scoreboard.</p> <p>27.01.2022 - Due to the Christmas break and Covid restrictions, a meeting has not been held to discuss the licence fees. It is expected that this will take place in February. Following the licence fee negotiations, a decision will be made regarding the scoreboard.</p> <p>16.02.2022 - The Administration has met with representatives of the Lockleys Football Club in early February 2022 to discuss the licence / licence fees for the Lockleys Oval Sports Facility / Lockleys Oval. Following the meeting, the Club will now provide a formal response to the new licence and a further report will be provide by the Administration to the next City Facilities and Waste Recovery General Committee in March 2022. Following the licence / licence fee negotiations, a decision will be made regarding the scoreboard.</p> <p>20.06.2022 - The Administration is awaiting advice from the Lockleys Football Club upon execution of the site licence for the facility.</p> <p>12.08.2022 - The Administration continues to wait for a decision from the Lockleys Football Club regarding their contribution towards the football score board. It is expected the Club will make a decision following the signing of a site licence.</p> <p>18.10.2022 - The Administration continues to wait for a decision from the Lockleys Football Club regarding their contribution towards the football score board. It is expected the Club will make a decision following the signing of a site licence.</p> <p>26.02.2023 - The Administration continues to wait for a decision from the Lockleys Football Club regarding their contribution towards the football score board. The Administration will be seeking the Club to sign their licence agreement prior to 1 April 2023 and therefore this matter should be finalised shortly thereafter.</p> <p>24.04.2023 - No further action has been taken. The Administration continues to await a decision of the Lockleys Football Club regarding this issue.</p>	In progress
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43	11/03/2020	Council	Item 12.1.1 - City Advancement and Prosperity General Committee Item 8.1 - Australian Honours Awards (City Property)	O'Rielly / Papanikolaou that Council publicly recognises: 1. West Torrens residents who have been Australian Honour recipients by creating a website presence on Council's website which links directly to the searchable Australian Honours database on the Department of the Prime Minister and Cabinet website. 2. Former West Torrens' Mayors with an online website presence and suitable footpath plaques in the West Torrens Memorial Gardens.	Angelo Catinari	21.06.2022 - Australian Honour recipients now available on Council's website so Strategy and Business actions are closed out. The subsequent plaque installation action has been transferred to Urban Services/City Property. City Property are investigating footpath plaques and other suitable alternative for installation in the West Torrens Memorial Gardens. 12.08.2022 - Investigations continuing as to suitability and costs for installation of plaques within the footpath (West Torrens Memorial Gardens). Note: The matter in relation to the proposed renaming of Dew Street Reserve - Item 8.1 has been superseded by Item 11.6 - Proposed renaming of Admella Place, Sanders Lane, Dew Street Reserve and Kesmond Reserve as of 16.08.2022. 18.10.2022 - Investigations are continuing as to suitability and costs for installation of plaques within the footpath (West Torrens Memorial Gardens) and consideration is being given to alternate options including electronic options. A suitable electronic sign may be a preferred option to provide a 'Virtual Memorial' which can be continually updated. 26.02.2023 - Other priorities have taken precedence over this project at this time. Electronic options will continue to be investigated. 24.04.2023 - Other priorities have taken precedence over this project at this time. Following Anzac Day, options will be further investigated. 27.06.2023 - Refer to note, 24 April 2023 - investigation continues.	In progress
44	6/06/2023	City Facilities and Waste Recovery Standing Committee	Item 8.1 - Proposed Interpretive Signage acknowledging the Poole family at Frank Norton Reserve	O'Rielly / Whiting that: 1.The report be noted. 2.The construction and installation of interpretive signage at Frank Norton Reserve, Torrensville recognising the Poole family is not to proceed at this time.	Angelo Catinari	27.06.2023 - Sign is not to proceed as per Committee resolution.	Completed
45	6/06/2023	City Services and Climate Adaptation Standing Committee	Item 11.1- Review of long term parking on Formby Street and Pearson Street, Hilton	Papanikolaou / Whiting that: 1.A new parking control on both sides of Pearson Street, Hilton (2P 8.00am to 5.00pm Monday to Friday) be implemented immediately. 2.The parking condition along Formby Street, Hilton continues to be monitored by the Administration, and practical parking control solutions will be considered if the on-street parking on Pearson Street overflows to Formby Street. 3.The Head Petitioner be notified.	Angelo Catinari	28.06.2023 - 2P 8.00am to 5.00pm Monday to Friday parking control have been implemented in Pearson Street. The new parking controls were installed on 19.06.2023.	Completed
46	6/06/2023	City Services and Climate Adaptation Standing Committee	Item 11.2 - Application of By-Law 5 - Dog On-Leash Area	Papanikolaou / Anne McKay that dogs be on-leash at all times in the St Georges Avenue Reserve at 37 St Georges Avenue, Glandore, pursuant to the requirements of Dogs By-Law No 5 of 2017.	Paul Della	27.06.2023 - 'Dog on Lead' signs installed. Officers monitoring the area undertaking education and enforcement as required.	Completed
47	16/05/2023	Council	Item 9.1.1 - Item 16.1 - Airport Over 50s Club - Long Term Lease of this Agenda Brought Forward for Consideration at this Point in the Meeting	Wood / Papanikolaou that: 1. The report be noted. 2. Council endorse the commencement of a public consultation process in accordance with its obligations under the Local Government Act 1999 on a proposed new long-term lease over the Airport Over 50s Clubroom (portion of Coast Watchers Park, Fulham 5024) with a lease term of 10 plus 10 years. 3. On the condition that there are no negative comments that arise during the public consultation processes, the Mayor and Chief Executive Officer be authorised to sign and/or seal any documentation in relation to the grant of a new long-term lease to the Airport Over 50s Club Inc.	Angelo Catinari	27.06.2023 - Consultation has been completed. No further report is required to Council. The Administration is currently finalising the draft agreement for the Club.	Completed

48	16/05/2023	Council	Item 14.2 - Grant Funding for Community Solar Batteries	Nitschke / Whiting that Council investigate the option of lodging an Expression of Interest for eligibility in the Community Batteries Funding Round 2 from the Australian Renewable Energy Agency (ARENA).	Pauline Koritsa	<p>13.06.2023 - The Administration has investigated the option of lodging an Expression of Interest (EOI) for the (ARENA) Community Batteries funding should a second round be offered. A number of determinations are required before proceeding with a submission. These include the commitment of significant capital investment, technical expertise, legal advice and associated costs required to prepare documentation, and lifetime project costs.</p> <p>The cash and in-kind contributions from the applicant and all other sources are expected to be 1:1 (Applicant:ARENA) equalling \$1.5M of a minimum \$3M project cost to deliver a minimum of 5 community batteries.</p> <p>Example costs to prepare a submission obtained from the Yarra Energy Foundation (YEF)</p> <ul style="list-style-type: none"> - Consultant for feasibility study / technical study - \$30,000. - Legal costs for leases, planning approvals etc - \$10-15,000. - Legal advice for contracts - unable to provide an estimate. - Financial model / financial projections - YEF provide this service at a cost of \$275/hour, was unable to provide me with an estimate of time to undertake such an exercise. - \$1,100/kWh for battery system incl. installation, connection and artwork. - Operational Expenditure - approximately \$17k/annum (based on the 120kW/309kWh Pixii PowerShaper system). - Revenue difficult to predict, because there are lots of variables. <p>There may be aligned interests between City of West Torrens and third parties such as solar power purchase organisations that are seeking land to establish community battery systems. Such organisations would typically seek an in principle letter of support from Council which would be included in their funding application to ARENA. This approach would enable Council to facilitate the benefits of community renewable energy via a third party, with minimal organisational liability and risk.</p> <p>A report with recommendations will be prepared for Council at an appropriate time.</p>	Completed
49	16/05/2023	Council	Item 16.4 - Delegations to the Brown Hill Keswick Creek Stormwater Board	Kym McKay / Demetriou that: 1.The powers and functions under the Local Government Act 1999 as provided in the Delegations Register (Attachment 1 of the Agenda report) be delegated to the Brown Hill and Keswick Creeks Stormwater Board. 2.The powers and functions under the Land Acquisition Act 1969, as provided in the Delegations Register (Attachment 2 of the Agenda report) be delegated to the Brown Hill and Keswick Creeks Stormwater Board. 3.It confirms that the land comprised in Certificate of Title Volume 3554 Folio 27 is principally used for the purposes of drainage, for the purposes of the Fences Act 1975.	Pauline Koritsa	26.05.2023 - Council approved delegations at 16 May 2023 meeting. BHKC Board advised via email.	Completed
50	16/05/2023	Council	Item 16.5 - Summary of Changes to the Proposed Annual Business Plan and Budget 2023-24	Anne McKay / Papanikolaou the proposed changes as listed below, be made to the Draft Annual Business Plan, Budget and Long Term Financial Plan 2023-24 before it is released for public consultation. The proposed changes that have been made to the Draft Annual Business Plan, Budget and Long Term Financial Plan 2023-24 are as per the Minutes.	Paul Della	Changes have been made in accordance with Council motions and document has been prepared for consultation starting Monday 22nd May.	Completed
51	16/05/2023	Council	Item 16.9 - Budget Review - March 2023	Woodward / Papanikolaou that the budget review changes for March 2023 be adopted pursuant to Regulation 9 of the Local Government (Financial Management) Regulations 2011.	Paul Della	19.05.2023 - Systems have been updated accordingly and users notified.	Completed
52	16/05/2023	Council	Item 9.2.1 - Item 15.1 - Investigation into possible World War I commemorative trees on Thebarton Oval/Kings Reserve Brought Forward for Consideration at this Point in the Meeting	Nitschke / Papafilopoulos that Council investigates the possibility of World War I commemorative trees planted on the northern boundary of Thebarton Oval next to Kings Reserve.	Terry Buss	29.06.2023 - Report presented to the 5 June 2023 Masterplan Advisory Group (MAG) meeting.	Completed
53	16/05/2023	Council	Item 14.1 - Council support for Mega Fast Karts Richmond	Woodward / Papanikolaou that: 1.Council write to the Minister for Infrastructure and Transport to advise that Mega Fast Karts of Richmond is a valued business and community member providing family entertainment services, supporting and sponsorship to the community; and 2.As a result of the Torrens to Darlington project, Council requests the State Government to sufficiently support Mega Fast Karts to successfully relocate their business within the City of West Torrens.	Terry Buss	<p>30.05.2023 - Letter has been sent to the Minister.</p> <p>19.06.2023 - Response received from the Minister.</p>	Completed

54	16/05/2023	Council	Item 16.3 - Appointment of Council Assessment Panel 2023-2025	<p>Papanikolaou / Kym McKay that:</p> <ol style="list-style-type: none"> 1.Mr Edward (Ted) Byrt be appointed as presiding member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the Planning, Development and Infrastructure Act 2016, for a two (2) year period from 1 July 2023 to 30 June 2025. 2.Mr Donald Donaldson, Mr Michael Arman and Mr Graham Burns be appointed as independent members of the Council Assessment Panel, pursuant to Section 83(1)(b) of the Planning, Development and Infrastructure Act 2016, for a two (2) year period from 1 July 2023 to 30 June 2025. 3.Mr David Brown be appointed as deputy independent member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the Planning, Development and Infrastructure Act 2016, for a two (2) year period from 30 June 2023 to 30 June 2025. 4.The appointment of the presiding member, independent members and deputy independent members be subject to the appointees each being registered with the Accreditation Authority as Accredited Professional Planning Level 2 for the entire term of their appointment. 5.The Council Assessment Panel Terms of Reference be approved and commence on 1 July 2023. 6.The Chief Executive Officer be authorised to make changes to the Council Assessment Panel Terms of Reference of a minor and or technical nature. 7.From 1 July 2023, the independent members of the Council Assessment Panel (CAP) will be paid a meeting sitting fee for each Council Assessment Panel meeting attended. Those rates are as follows: Presiding Member\$1,000 Independent Member\$550 Deputy Independent Member\$550 8.From 1 July 2023, all allowances paid to Council members of the Council Assessment Panel (CAP) remain the same as the current allowances, indexed annually at the same rate as Elected Member allowances as defined in Regulation 4(2) of the Local Government (Members Allowances and Benefits) Regulations 2010 (Consumer Price Index). This rate is as follows: Council Member \$6,848 9.Deputy Council members to the Council Assessment Panel (CAP) be paid an allowance equivalent to 1/12th of the annual allowance paid to the sitting member per meeting attended. 10.Payment of sitting fees to the independent members and deputy independent members of the Council Assessment Panel (CAP) be subject to the provision of a valid invoice containing an Australian Business Number (ABN). 	Angelo Catinari	<p>16.05.2023 - Council resolved to appoint the members of the Council Assessment Panel as detailed in the Agenda report for a two year period from 1 July 2023 to 30 June 2025. First meeting of the new CAP to be held on 11 July 2023.</p> <p>24.05.2023 - Letters of appointment sent to the new CAP members, and letters of appreciation sent to previous members thanking them for their service.</p>	Completed
55	16/05/2023	Council	Item 16.2 - Grant Application - Villagehood Australia	<p>Kym McKay / Wood to Council that:</p> <ol style="list-style-type: none"> 1.It not approve this request of \$4,800 to Villagehood Australia as Council has exhausted its Community Grant Program budget allocation for the 2022-2023 financial year. 2.As the next round of Community Grants are due to commence on 1 July 2023, Villagehood Australia should consider applying when the program opens on 1 July 2023. 	Terry Buss	31.5.23 Letter from A Christopoulos sent to D Thomasset, Villagehood Australia advising of Council's decision.	Completed
56	16/05/2023	Council	Item 16.10 - Brickworks Riverfront Land Divestment Proposal - Confidential Order Review	<p>Nitschke / Kym McKay that:</p> <ol style="list-style-type: none"> 1.In accordance with Section 91(9)(a), having reviewed the confidentiality orders made at Council's 19 November 2013, 20 January 2015, 3 March 2015, 21 April 2015, 3 May 2016 and 7 June 2016 meetings, in respect of reports relating to the Brickworks Riverfront Land Divestment Proposal, Council orders that the following confidential reports, the Minutes arising, attachments and any associated documentation or recording: <ul style="list-style-type: none"> •Brickworks Markets - Retained Land •Brickworks Riverfront Land - Expression of Interest •Brickworks Riverfront Land - Divestment Proposal •Brickworks Riverfront Land - Divestment Proposal •Divestment Proposal - Brickworks Riverfront Land •Divestment Proposal Update - Brickworks Riverfront Land <p>continue to be retained in confidence in accordance with Sections 90(3)(b)(i) and 90(3)(b)(ii) of the Local Government Act 1999 and not be available for public inspection for a further 12 month period, on the basis that the information received, discussed and considered in relation to this agenda item is information, the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct business, or to prejudice the commercial position of the council and if the contents of this confidential report became publicly known at this point in time it may lead to Council not being able to achieve the best possible price and/or development outcome for the Brickworks Riverfront land.</p> <ol style="list-style-type: none"> 2.Pursuant to Section 91(9)(c) of the Local Government Act 1999, Council delegates the authority to the Chief Executive Officer to review the confidentiality order on a monthly basis and to revoke but not extend it. 	Terry Buss	19.05.2023 - Confidential worksheet updated noting the extension of the Confidentiality Order for a further 12 months.	Completed
57	16/05/2023	Council	Item 16.11 - Reappointment of Member to the Brown Hill and Keswick Creeks Stormwater Board (Attachment 1) - Confidential Order Review	<p>Woodward / Pal that:</p> <ol style="list-style-type: none"> 1.In accordance with Section 91(9)(a), having reviewed the confidentiality order made on 1 June 2021 and reviewed at Council's 17 May 2022 meeting, in respect of report Item 18.1 - Reappointment of Member to the Brown Hill and Keswick Creeks Stormwater Board, Council orders that Attachment 1 - Resume of Ms Judith Choate, continue to be retained in confidence in accordance with Section 90(3)(a) of the Local Government Act 1999, and not be available for public inspection for a further 12 month period on the basis that the premature disclosure of this information would be unreasonable given it contains personal information relating to the applicant which could inadvertently prejudice their future career aspirations and breach any duty of confidentiality owed to them by Council. 2.Pursuant to Section 91(9)(c) of the Local Government Act 1999, Council delegates the authority to the Chief Executive Officer to review the confidentiality order on a monthly basis and to revoke but not extend it. 	Terry Buss	19.05.2023 - Confidential worksheet updated noting the extension of the Confidentiality Order for a further 12 months.	Completed

58	16/05/2023	Council	Item 16.12 - Response to the State Planning Commission on the Glandore Character Code Amendment - Confidential Order Review	Woodward / Papanikolaou that: 1.In accordance with Section 91(9)(a), having reviewed the confidentiality order made on 17 May 2022, in respect of report Item 21.1 - Response to the State Planning Commission on the Glandore Character Code Amendment, Council orders that the item, the Minutes arising, attachments and any associated documentation, having been considered by the Council in confidence in accordance with Section 90(3)(g) of the Local Government Act 1999, and not be available for public inspection until such time as the publication of the Code Amendment on the Plan SA website, on the basis that advice was received from the Attorney-General's Department suggesting for the matter to be considered in confidence. 2.Pursuant to Section 91(9)(c) of the Local Government Act 1999, Council delegates the authority to the Chief Executive Officer to review the confidentiality order on a monthly basis and to revoke but not extend it.	Terry Buss	19.05.2023 - Confidential worksheet updated noting the extension of the Confidentiality Order for a further 12 months.	Completed
59	16/05/2023	Council	Item 16.13 - Thebarton Theatre Complex and Weslo Holdings Pty Ltd Negotiations - Update - Confidential Order Review	Anne McKay / Woodward that: 1.In accordance with Section 91(9)(a), having reviewed the confidentiality order made at Council's 7 June 2022 meeting, Council orders that the confidential Agenda report, the Minutes arising, attachments and any associated documentation, continue to be retained in confidence in accordance with Section 90(b)(i) and (b)(ii) of the Local Government Act 1999, and not be available for public inspection for a further 12 month period on the basis that Council considers that the disclosure of the information would, on balance, be contrary to the public interest on the basis that it may prejudice the commercial position of the Council and lead to Council not obtaining or securing the best possible outcome with regard to matters which may impact the proposed upgrade of the Thebarton Theatre Complex and actions required under the lease of the Theatre. 2.Pursuant to Section 91(9)(c) of the Local Government Act 1999, Council delegates the authority to the Chief Executive Officer to review the confidentiality order on a monthly basis and to revoke but not extend it.	Terry Buss	19.05.2023 - Confidential worksheet updated noting the extension of the Confidentiality Order for a further 12 months.	Completed
60	2/05/2023	Special Meeting of the City Finance and Governance Standing Committee	Item 8.1 - Draft Annual Business Plan and Budget 2023/24	Kym McKay / Papanikolaou that: 1.The proposed Draft Annual Business Plan and Budget 2023/24 be released for public consultation, subject to the inclusion of the changes as discussed during consideration of the proposed Draft Annual Business Plan and Budget 2023/24; and 2.The Chief Executive Officer be delegated authority to make amendments of an editorial or formatting nature to the proposed Annual Business Plan and Budget 2023/24 prior to its release for public consultation.	Paul Della	31.05.2023 - Document has been prepared and ready for consultation release on Monday in accordance with public consultation requirements.	Completed
61	2/05/2023	City Advancement and Prosperity General Committee	Item 8.1 - Update of Guidelines and Policy for City of West Torrens Grants and Sponsorships	Demetriou / Pal that: 1. The Policy and Guidelines for the City of West Torrens Community Grants and Sponsorships be updated to provide consistency within all grant programs and offerings by the City of West Torrens; 2. The Guidelines for the City of West Torrens Grants and Sponsorships be updated to reflect the seven (7) additional statements outlined in this report; and 3. The Council Policy: Grants, Sponsorships and Donations Programs be updated to include the City of West Torrens Small Business Grants.	Terry Buss	31.05.2023 - Action completed as per Council's resolution.	Completed
62	4/04/2023	City Facilities and Waste Recovery General Committee	Item 8.4 - RecycleSmart Trial Results	Mayor Coxon / Huggett that: 1. Council does not continue with RecycleSmart for future collection services. 2. Results and financial data is provided to Green Industries SA as part of the grant funding agreement requirements.	Paul Della	24.04.2023 - Following endorsement from Council on 18 April 2023, Schedule 3 of Council Modernisation Grant completed and submitted to Manager Financial Services for review and signing. Document to be submitted to GM Corporate and Compliance/CEO for signing following sign off from Manager Financial Services. 17.05/2023 - Followed up with Manager Financial Services on 12 May 2023, delays due to current focus on 2023/24 budget. 16.06.2023 - Project wrapped up: Schedule 3 of grant agreement has been signed by Manager Financial Services and General Manager Corporate and Compliance. Final documents including final report and schedule 3 submitted to Green Industries SA, acknowledgement received advising no further actions outstanding.	Completed
63	21/03/2023	Council	Item 8.1 - Petition advising of traffic concerns in Formby Street and Pearson Street, Hilton (City Assets)	O'Rielly / Whiting that: 1. The Petition be received. 2. A report be presented to a future meeting of the City Services and Climate Adaptation Standing Committee and the Head Petitioner be notified accordingly.	Angelo Catinari	6.06.2023 - Report was presented to the City Services and Climate Adaptation Standing Committee.	Completed
64	21/03/2023	Council	Item 16.15 - 2023 Asia Pacific Cities Summit and Mayor's Forum	Kym McKay / Demetriou that: 1.Council approves the attendance of Mayor Michael Coxon at the 2023 Asia Pacific Cities Summit and Mayor's Forum in Brisbane from Wednesday 11 October to Friday 13 October 2023; and that 2.Expenses be reimbursed in accordance with the Elected Members Professional Development Policy.	Terry Buss	29.06.2023 - Registration and travel arrangements have been organised.	Completed

65	21/02/2023	Council	Item 9.1.1 - Item 16.1 - Breakout Creek Stage 3 Redevelopment project joint funding arrangements - Green Adelaide request for additional Council contribution Brought Forward for Consideration at this Point in the Meeting	Whiting / Woodward to Council that: 1.It commits to provide additional funding of up to \$500,000 towards the Breakout Creek Stage 3 Redevelopment project within the 2022/23 financial year, to enable the project to be completed. 2.The contribution is subject to the City of Charles Sturt also providing matching funding towards this project, which at its meeting on 13 February 2023, resolved to fund, subject to the City of West Torrens also committing. 3.It authorises the Chief Executive Officer to write to the Minister for Planning, the Hon Nick Champion MP, to request additional funding via the State Government's 'Open Space Grant Program' to assist with this \$500,000 contribution. 4.A further financial commitment towards this project is not presently identified within Council's current 2022/23 budget or Long Term Financial Plan and therefore, any additional Council contribution to the project is to be sourced from borrowings.	Terry Buss	16.03.2023 - City of Charles Sturt have confirmed that they will match the funding arrangements. Joint letter sent to Minister Champion. 13.06.2023 - Response received and this has been noted in the budget.	Completed
66	21/02/2023	Council	Item 15.1 - Council-owned land - T2D Project	Nitschke / Papafilopoulos that the Mayor write to the Minister for Infrastructure and Transport seeking clarification on the actual land specifications to be returned to Council from the Department for Infrastructure and Transport in 2031 that may potentially be available to the AFC.	Terry Buss	6.03.2023 - Letter has been sent to Minister Koutsantonis. 28.03.2023 - Response was received from the Minister.	Completed
67	15/02/2022	Council	Item 17.2 - West Torrens Bowling Centre, Lockleys (for the Torrensville & Lockleys Bowling Clubs)	Kym McKay / Huggett that: 1. The report be received; 2. The Council provides its in principle consent for the proposed redevelopment of the existing Lockleys Bowling Club site at Lockleys Oval and acknowledges that the Administration will be seeking funding to further progress this initiative with the State Government and through the 2022/2023 budget deliberation process; and 3. Further reports be provided to Council as and when significant events occur in regard to this proposed initiative.	Angelo Catinari	20.06.2022 - Budget funding has been included in 2022/2023 budget to commence the design and documentation for a new facility. Meetings have been held (and continuing with both bowling clubs - Lockleys and Torrensville) 16.08.2022 - Discussions are continuing with stakeholders. A letter has been received from the Torrensville Bowling Club advising their participation is on hold given advice received from the Minister's Office. Lockleys Bowling Club have provided a letter advising the club's position following a Special General Meeting held. Preliminary design development is continuing on the development of a new facility, (ie Centre of Excellence for Bowling). 18.10.2022 - Following discussions with the State Government, the Torrensville BC has withdrawn from the process at this stage. The Lockleys Bowling Club is seeking to form an alliance with other bowling clubs to enable the matter to proceed. A further update report will be presented to Council in early 2023. 26.02.2023 - The Lockleys Bowling Club and Grange Bowling Club have advised Council they have signed a MOU and are proposing to co-locate at an upgraded Lockleys Bowling Centre site. A portion of funding to be received by the sale of the Grange Bowling Club will be provided to Council to assist with the cost of the upgrade. 24.04.2023 - A meeting has been held with the two Clubs and the Administration to provide information for consultants as to the facility requirements of both clubs and potential floor plans. Once agreed plans have been developed, a further report will be presented to Council. Further updates will be provided as part of the 7.02.2023 meeting action.	Completed
68	15/02/2022	Council	Item 17.9 - Airport Over 50's Club - Update on Facility Arrangements	Reynolds / Vlahos that: 1. The report is to be noted. 2. The Administration continue to seek to finalise arrangements to execute a lease/licence/hire agreement for the use of the Airport Over 50's clubroom facility by the Airport Over 50's Club by the 30 June 2022; 3. Should the Administration be unable to facilitate execution of a lease/licence/hire agreement for the use of the Airport Over 50's clubroom facility by the Airport Over 50's Club on or before 30 June 2022, a further report will be provided to Council detailing options to allow this matter to be finalised.	Angelo Catinari	20.06.2022 - Positive negotiations are continuing with updated (and simplified) leased documentation with the Club. The Administration shortly expects agreement from the Club. 12.08.2022 - The Club are seeking final legal advice on the updated draft before advising the Administration of their proposed changes. It is expected a meeting will be held in the next month to finalise the document. 18.10.2022 - Comments have been received from the Club regarding the proposed lease agreement. As a number of elements remain unresolved, Council direction will be sought in the new year (following election). 26.02.2023 - A meeting will be scheduled with the Airport Over 50s Club to work through unresolved matters. 24.04.2023 - A draft lease agreement has been negotiated and will be presented to Council in May. A period of Community Consultation will be required as the agreement is proposed for a term greater than 5 years. 27.06.2023 - Refer to Item 9.1.1 - Item 16.1 - Meeting of 16 May 2023 for further updates on this matter.	Completed

69	7/02/2023	City Facilities and Waste Recovery Standing Committee	Item 8.8 - Lockleys Oval Sporting Facility - Status of Tenancy Agreements	Huggett / Anne McKay that: 1. The report be noted. 2. The Administration be authorised to continue to discuss the proposed licence agreement with the Lockleys Football Club, and the Club be given until 31 March 2023 to confirm its status at Lockleys Oval and Sporting Facility.	Angelo Catinari	27.02.2023 - An email has been sent to the Lockleys Football Club on 28 February 2023 seeking confirmation of their status at Lockleys Oval for the 2023 season. 28.03.2023 - A meeting was held with the football club and the Mayor and a further meeting will be held with the soccer club to discuss options to open the function space on specific nights to allow the football club greater access when needed. 24.04.2023 - Meetings have taken place between the Mayor and both the Lockleys Football Club and the West Beach Soccer Club (separately) to discuss issues relating to use of function space in the Sporting facility. Further meetings will take place between both clubs with the aim of facilitating an agreed outcome. The Lockleys Football Club has been encouraged to sign the licence agreement to allow for discussions to continue. This has not taken place at this time. 27.06.2023 - The agreement has been signed by the Club. 29.06.2023 - CWT has executed. Document returned to Manager City Property. Objective ID: A3017148.	Completed
70	7/02/2023	City Facilities and Waste Recovery Standing Committee	Item 8.6 - Torrensville Dog Park Consultation - Update Report	Woodward / Huggett that: 1. The report be noted. 2. The Administration be authorised to refine the concept plans based on community feedback (as outlined within the report) and progress to establishing a Small and Big Dog Park in the proposed location along River Torrens Linear Park, Torrensville.	Angelo Catinari	27.02.2023 - Consultation results have been provided to consultants and the design will be refined before the procurement process commences. A separate action for this item is listed in the MAR. Future updates will be provided against that action - this is being marked complete.	Completed
71	7/02/2023	City Facilities and Waste Recovery Standing Committee	Item 8.7 - Lockleys Tennis Club Inc - Extension of Liquor Licence Area	Huggett / O'Rielly to Council that the Lockleys Tennis Club Inc. be advised that Council provides its consent to the amendments to the approved liquor licence area to include the area inside the tennis shelter, adjacent the courts at Lockleys Oval.	Angelo Catinari	27.02.2023 - The club have been provided with an updated plan outlining the approved liquor licence area.	Completed

72	13/12/2022	Council	Item 17.7 - Appointment and Selection of Council Assessment Panel	<p>Woodward / Kym McKay that:</p> <p>1.Cr Graham Nitschke be appointed as the Council member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the Planning, Development and Infrastructure Act 2016, for a two (2) year period from 1 January 2023 to 31 December 2024.</p> <p>2.Cr George Demetriou be appointed as the deputy Council member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the Planning, Development and Infrastructure Act 2016, for a two (2) year period from 1 January 2023 to 31 December 2024.</p> <p>3.Cr Graham Nitschke be appointed as the Council member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the Planning, Development and Infrastructure Act 2016, for a two (2) year period from 1 January 2025 to 31 December 2026.</p> <p>4.Cr George Demetriou be appointed as the deputy Council member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the Planning, Development and Infrastructure Act 2016, for a two (2) year period from 1 January 2025 to 31 December 2026.</p> <p>-----</p> <p>Nitschke / Anne McKay that:</p> <p>1.It approves the proposed recruitment and selection process detailed in this report for the appointment of five independent members, including the Presiding Member and a deputy member, to the Council Assessment Panel (CAP) for a term from 30 June 2023 to 30 June 2025.</p> <p>2.A Selection Panel be established to make a recommendation to Council for the appointment of independent members to the CAP, that consist of representatives from senior management in the Administration and the following representatives of Council:</p> <ul style="list-style-type: none"> •Cr Kym McKay •Cr Cindy O'Rielly •Cr Elisabeth Papanikolaou <p>3.A report be presented to Council regarding the appointment of the new Council Assessment Panel, including the recommendations of the Selection Panel, in May 2023.</p> <p>-----</p> <p>Kym McKay / Woodward that:</p> <p>1.From 1 July 2023, the independent members of the Council Assessment Panel (CAP) will be paid a meeting sitting fee for each Council Assessment Panel meeting attended. Those rates are as follows:</p> <p>Presiding Member\$1,000</p> <p>Independent Member\$550</p> <p>Deputy Independent Member\$550</p> <p>2.From 1 January 2023, all allowances paid to Council members of the Council Assessment Panel (CAP) remain the same as the current allowances, indexed annually at the same rate as Elected Member allowances as defined in Regulation 4(2) of the Local Government (Members Allowances and Benefits) Regulations 2010 (Consumer Price Index). This rate is as follows:</p> <p>Council Member\$6,848</p> <p>3.Deputy Council members to the Council Assessment Panel (CAP) be paid an allowance equivalent to 1/12th of the annual allowance paid to the sitting member per meeting attended.</p> <p>4.Payment of sitting fees to the independent members and deputy independent member of the Council Assessment Panel (CAP) be subject to the provision of a valid invoice containing an Australian Business Number (ABN).</p>	Angelo Catinari	<p>6.01.2023 - Finance informed of appointments. MAR to be transferred to the Manager City Development for further action.</p> <p>16.01.2023 - Notice of Appointment forms for Cr Nitschke and Cr Demetriou have been submitted to the LGMLS. Advertising for Independent Members is planned to occur in February.</p> <p>17.02.2023 - Public advert for expressions of interest for CAP roles to be published on Tuesday 21 February 2023. Advert to be placed on Seek, CWT website, LGA page, PIA page and currently liaising with UDIA, Engineers Australia and Institute of Architects regarding advertising opportunities. The Selection Panel will meet in March 2023 to shortlist candidates.</p> <p>16.05.2023 - Report was presented to Council seeking approval for the shortlisted candidates to be appointed to the Council Assessment Panel. See MAR from 16 May 2023 for further updates.</p>	Completed
73	8/11/2022	Special Meeting of Council	Item 7.2 - Thebarton Oval Precinct Lease Proposal	<p>Papanikolaou / Reynolds that:</p> <p>1. The Council notes and receives the report of the CEO titled "Thebarton Oval Precinct Lease Proposal" in respect of the proposed draft Memorandum of Agreement (MOA) between the Council and Adelaide Football Club (AFC), for the purposes of structuring and conducting negotiations with AFC in connection with the proposed redevelopment and the proposed lease of, Thebarton Oval Precinct (the Project).</p> <p>2. The Council:</p> <p>a. approve the draft Memorandum of Agreement (MOA) (including the Flowchart attached thereto) for execution, subject to any further non-material refinements being approved by the Mayor and CEO and after having taken legal advice; and</p> <p>b. authorise the Mayor and CEO to execute the MOA on behalf of the Council, including if required by affixation of the Common Seal of the Council; and</p> <p>c. authorise the CEO to take all steps contemplated by the MOA to advance the Project in accordance with the terms of the MOA; and</p> <p>d. develop a set of 'guiding principles' with the Adelaide Football Club for development of the Masterplan, and to be included in the Masterplan Advisory Group (MAG) terms of reference.</p>	Terry Buss	<p>10.11.2022 - The Memorandum of Agreement (MOA) was amended to include the new Point d) as requested.</p> <p>29.06.2023 - Masterplan Advisory Group (MAG) meetings have been held.</p>	Completed

74	22/03/2022	City Facilities and Waste Recovery Standing Committee	Item 8.5 - Licence Agreements for New Sporting Club Facilities - Update	<p>Reynolds / Mugavin that:</p> <p>1. The Lockleys Football Club be advised that Council does not accept the alternative rental/licence fee offer it has submitted, i.e. a commencing licence fee of \$3,900pa plus GST and outgoings. The licence fee to increase on each anniversary of the commencement date (1 October 2021) during the licence term as follows:</p> <ul style="list-style-type: none">•From 1 October 2022 - \$4,095 pa plus GST and outgoings•From 1 October 2023 - \$4,300 pa plus GST and outgoings•From 1 October 2024 - \$4,515 pa plus GST and outgoings•From 1 October 2025 - \$4,740 pa plus GST and outgoings <p>2. The Licence Agreements for other sporting clubs that were discussed within the report (Item 8.2) at the Committee's meeting of 28 September 2021 (and where the licence fees were determined in a similar fashion to the Lockleys Football Club), not be amended in accordance with the reduced licence fee now applicable to the Lockleys Football Club.</p>	Angelo Catinari	<p>20.06.2022 - The Administration has now agreement by the Lockleys Sport Facilities Clubs to execute the licence. Documentation has been updated / finalised and provided to the Clubs. Documents have been executed by Cricket and Tennis Clubs.</p> <p>12.08.2022 - Continue to await further comment or signed documentation from Lockleys Football Club, West Beach Football (Soccer) Club and West Torrens Baseball Club. All other club agreements at Lockleys and Weigall Sports Facility have been executed.</p> <p>18.10.2022 - The West Torrens Baseball Club have now executed their agreement. The final two agreements at Lockleys remain outstanding.</p> <p>9.01.2023 - Licence Agreement between CWT And West Beach Football Club Inc has been executed by Mayor and CEO.</p> <p>26.02.2023 - A report was presented to Committee on 7 February 2023 advising Council that the Lockleys Football Club remain the only tenant to have not signed a licence agreement. The Administration will seek the Club's execution of the agreement prior to the commencement of the winter season on 1 April 2023.</p> <p>24.04.2023 - Meetings have taken place between the Mayor and both the Lockleys Football Club and the West Beach Soccer Club (separately) to discuss issues relating to use of function space in the Sporting facility. Further meetings will take place between both clubs with the aim of facilitating an agreed outcome. The Lockleys Football Club has been encouraged to sign the licence agreement to allow for discussions to continue. This has not taken place at this time.</p> <p>27.06.2023 - The agreement has been signed by the Club.</p> <p>29.06.2023 - CWT has executed. Document returned to Manager City Property. Objective ID: A3017148.</p>	Completed
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75	5/10/2021	Council	Item 17.4- Brickworks Riverfront Land	Nitschke / Kym McKay that Council notes the intention of the Chief Executive Officer to adjourn the sale process of the Brickworks Riverfront land for an indefinite period and that Council provides its concurrence for this adjournment to occur.	Terry Buss	<p>5.10.2021 - CEO report to Council notifying Council of the intention to adjourn the sale process of the BRL for an indefinite period. Council approved.</p> <p>14.12.2021 - Matter of the sale process for the Brickworks Riverfront land 'on hold' pending further discussions with the Department of Infrastructure regarding impact of the T2D project.</p> <p>15.08.2022 - Matter of the sale process for the Brickworks Riverfront land 'on hold' pending further discussions with the Department of Infrastructure regarding impact of the T2D project.</p> <p>20.10.2022 - Matter of the sale process for the Brickworks Riverfront land 'on hold' pending further discussions with the Department of Infrastructure regarding impact of the T2D project.</p> <p>27.02.2023 - No further information has come to hand in relation to this matter as per the advice provided on 14.12.2021.</p> <p>29.06.2023 - Pending further investigations as to the use of land for the new Council Community Centre.</p>	Completed
76	16/05/2021	Council	Item 10.2 - Adoption of City Advancement and Prosperity Standing Committee Meeting Recommendations	<p>Papanikolaou / Pal that the recommendations of the City Advancement and Prosperity Standing Committee held on 2 May 2023 be adopted with the inclusion of the below changes to be made to the Draft Guidelines for the City of West Torrens Community Grants and Sponsorships Program as per Committee Item 8.1 - Update of Guidelines and Policy for City of West Torrens Grants and Sponsorships.</p> <p>1.The second dot point under Section 3 - Eligibility criteria be amended with the wording 'and/or' changed to 'and' as follows: Original: "Can demonstrate their capacity (if located outside the City of West Torrens) to provide services and/or benefits to Council residents by forming partnerships with one or more local community groups". New: "Can demonstrate their capacity (if located outside the City of West Torrens) to provide services and benefits to Council residents by forming partnerships with one or more local community groups".</p> <p>2.The Assessment for Community Grants weightings table be amended to include a new No. 8 and revised weightings as follows (See table):</p> <p>3.The dates for Round Two of Community Grant Funding as listed under Section 9 - General Requirements be changed from commencing 1 January and concluding on 30 March each year to instead commence on 1 January and conclude on 31 March each year.</p>	Terry Buss	<p>31.05.2023 - Action completed as per Council's resolution.</p>	Completed

12 CONFIDENTIAL

Nil

13 NEXT MEETING

Tuesday 5 September 2023.

14 MEETING CLOSE