



NOTICE

of

COUNCIL MEETING

Pursuant to the provisions of section 84 (1) of the
Local Government Act 1999

to be held

via electronic means through live streaming at
<https://www.youtube.com/channel/UCZxKI13S3M8n8zxK15LFT9w>

as afforded for through the Electronic Participation in Council Meetings Notice 2020, SA
Government Gazette, 31 March 2020 and resolved by Council.

on

MONDAY 19 APRIL 2021 AT 7PM



KIKI CRISTOL
CHIEF EXECUTIVE OFFICER

Issue Date: 15 APRIL 2021

MEMBERSHIP

MAYOR ELIZABETH FRICKER - PRESIDING MEMBER

Cr R Ashby AM
Cr S Furlan
Cr C Wilkins

Cr M Bishop
Cr J Joshi
Cr J Williams

Cr N Coleman OAM
Cr J Nenke

AGENDA
19 April 2021

1. ATTENDANCE RECORD

- 1.1 Present
- 1.2 Apologies
- 1.3 Not Present / Leave of Absence

2. CONFIRMATION OF MINUTES

- 2.1 That the minutes of the Ordinary Council meeting held on the 15 March 2021 be confirmed as a true and accurate record of the proceedings. p 6

3. DECLARATIONS OF INTEREST (material, actual, perceived)

4. DEPUTATIONS / REPRESENTATIONS / PRESENTATIONS

NIL

5. MAYORS DIARY

- 5.1 Mayors Diary p 17

6. REPORTS FROM ELECTED MEMBERS HAVING ATTENDED TRAINING, CONFERENCES, SEMINARS OR EXTERNAL MEETINGS (NON-COUNCIL SPECIFIC)

7. REPORTS FROM ELECTED MEMBERS HAVING ATTENDED SUBSIDIARY BOARD MEETINGS

NIL

8. QUESTIONS FROM THE GALLERY

- 8.1 During the COVID -19 restrictions members of the public wishing to ask a question must provide the question(s), in writing, to the Chief Executive Officer **before 5pm on Monday 19 April 2021** with a maximum of two questions per person;
- 8.2 Answers to the questions will be provided via live streaming of the Council meeting and in the minutes of the meeting;
- 8.3 Further information on the questions from the gallery policy can be located on Council's website.

9. QUESTIONS WITHOUT NOTICE

10. QUESTIONS WITH NOTICE

NIL

11. PETITIONS

NIL.

12. MOTIONS WITHOUT NOTICE

13. MOTIONS WITH NOTICE

NIL

14. REPORTS REQUIRING DECISION OF COUNCIL

14.1 Strategy

- 14.1.1 Preliminary Suburban Boundary Realignment and Renaming Proposal p 19

14.2 Policy

- 14.2.1 Draft Assessment Panel and Assessment Manager Reporting Policies p 27
- 14.2.2 Review of Council's Development Enforcement and Compliance Policy p 41
- 14.2.3 Mobile Food Vendor Policy p 70
- 14.2.4 Use of Council Parks, Gardens, Reserves and Open Space Policy Review – Consultation Feedback p 81
- 14.2.5 Draft Notification Policy – Accredited Professionals Report - Consultation Feedback p 89

14.3 Operational

- 14.3.1 Pavement Marking and Medindie Transport and Parking Plan Implementation Update p 97
- 14.3.2 PDI Act – Delegations Update April 2021 p 139
- 14.3.3 Re-appointment of Independent Audit Committee Member p 205
- 14.3.4 Community Fund Application – John Rolls p 215
- 14.3.5 Community Fund Application – Ella Copeland p 226
- 14.3.6 Proposal to disband Waste Advisory Group p 236

14.4 Subsidiaries

Nil.

15. IDENTIFICATION OF ITEMS FOR INDIVIDUAL CONSIDERATION

16. REPORTS REQUIRING DISCUSSION AND / OR PRESENTED FOR INFORMATION

16.1 Strategy

16.1.1 ERA Chairman & CEO – December 2020 Progress Report p 238

16.1.2 Local Heritage and Development Plan Amendment Update p 327

16.2 Policy

Nil.

16.3 Operational

16.3.1 Elected Members Allowances and Benefits Register -
Ending 31 March 2021 p 335

16.3.2 Community Services Quarterly Report – Jan to March 2021 p 338

16.3.3 Works Report for March 2021 p 359

16.3.4 Quarterly Financial Report p 365

16.3.5 Walkerville Library 2019/2020 Australian Library and
Information Association (ALIA) Standards Report p 378

16.3.6 Council Assessment Panel – Decisions and CAP Update p 386

16.3.7 Walkerville Oval Redevelopment Committee Minutes 13 April 2021 p 388

16.4 Subsidiaries

16.4.1 ERA Water Board Minutes 29 March 2021 p 393

16.5 Outstanding Council Resolutions/Action Report p 401

17. CORRESPONDENCE

17.1 Correspondence to Mayor Fricker from State Planning Commission p 425

17.2 Correspondence to Mayor Fricker from the Hon Rob Lucas MLC p 429

17.3 Correspondence to Mayor Fricker from the Hon Vickie Chapman MP p 431

17.4 Correspondence to Mayor Fricker from the Hon Corey Wingard p 433

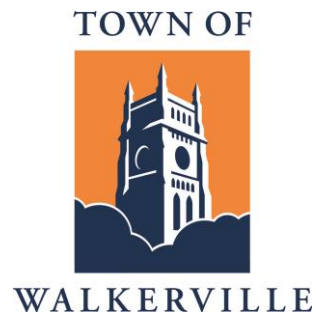
17.5 Correspondence to Mayor Fricker from Local Government Association p 434

18. URGENT OTHER BUSINESS

19. CONFIDENTIAL ITEMS

NIL

20. CLOSURE



MINUTES

of

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on

MONDAY 15 MARCH 2021 AT 7PM

MINUTES
15 March 2021

The Meeting was declared open at 7.00pm.

1. ATTENDANCE RECORD

1.1 Present

Mayor Elizabeth Fricker
Cr MaryLou Bishop
Cr Norm Coleman OAM
Cr Stephen Furlan
Cr Jennifer Joshi
Cr James Nenke
Cr Conrad Wilkins
Cr James Williams

Staff in Attendance

Chief Executive Officer, Kiki Cristol
Group Manager Assets & Infrastructure, Ben Clark
Group Manager Corporate Services, Monique Palmer
Group Manager Customer Experience, Danielle Garvey
Group Manager Planning, Environment & Regulatory Services, Andreea Caddy
Manager Community Development & Engagement, Fiona Deckert
Manager Property, Contracts & Strategic Projects, Scott Reardon
Communications & Marketing Manager, Sarah Spencer
Acting Council Secretariat, Rae Pluck

1.2 Apologies

Cr Rob Ashby AM

1.3 Not Present / Leave of Absence

Nil.

2. CONFIRMATION OF MINUTES

2.1 Council meeting held on 15 February 2021

CNC310/20-21

Moved: Cr Bishop

Seconded: Cr Wilkins

That the minutes of the Ordinary Council meeting held on the 15 February 2021 be confirmed as a true and accurate record of the proceedings.

CARRIED

3. DECLARATIONS OF INTEREST (material, actual, perceived)

- Cr Norm Coleman OAM declared a material interest in item 14.3.5 Walkerville RSL – MOU on the basis that he is the current President of the RSL and the Agenda Item is seeking to increase Council’s financial contribution to the RSL for the ANZAC Day and Remembrance Day events from \$10,000 to \$13,000 pa effective from 1 July 2021. Cr Coleman OAM advised that he would leave the Chamber and hence not participate in the discussion or vote on the matter.

4. DEPUTATIONS / REPRESENTATIONS / PRESENTATIONS

Nil.

5. MAYORS DIARY

5.1 Mayors Diary

CNC311/20-21

Moved: Cr Wilkins

Seconded: Cr Joshi

That Council receives and notes the Mayoral Diary from 12 February to 11 March 2021 (as amended) by removing reference to Cr Joshi attending the Eastern Adelaide Domestic Violence Service Tour on 11 March 2021.

CARRIED

6. REPORTS FROM ELECTED MEMBERS HAVING ATTENDED TRAINING, CONFERENCES OR SEMINARS

Nil.

7. REPORTS FROM ELECTED MEMBERS HAVING ATTENDED SUBSIDIARY BOARD MEETINGS

7.1 AACC Minutes of Meeting held 20 November 2020 – Cr Bishop

CNC312/20-21

Moved: Cr Wilkins

Seconded: Cr Bishop

That Council receive and note the AACC Minutes of Meeting held on 20 November 2020.

CARRIED

8. QUESTIONS FROM THE GALLERY

Nil.

9. QUESTIONS WITHOUT NOTICE

Nil.

10. QUESTIONS WITH NOTICE

Nil.

11. PETITIONS

Nil.

12. MOTIONS WITHOUT NOTICE

Nil.

13. MOTIONS WITH NOTICE

13.1 Cost of Footpaths and Associated Tree Planting – Cr J Williams

CNC313/20-21

Moved: Cr Williams

Seconded: Cr Wilkins

That Administration provide cost-comparison estimates whenever footpaths or roads are upgraded or new footpaths or roads are built that include two cost options:

1. Includes in the cost of the project the planting of trees and associated ground cover or plantings.
2. Does not include in the cost of the project the planting of trees and associated ground cover or plantings.

Consideration should also be given to protuberances and/or median strips where the road width allows.

CARRIED

14. REPORTS REQUIRING DECISION OF COUNCIL

14.1 Strategy

14.1.1 Radio Frequency Identification (RFID) on Mobile Garbage Bins

CNC314/20-21

Moved: Cr Williams

Seconded: Cr Joshi

That Council supports and agrees to fund the installation of radio frequency identification (RFID) tags to all new and replacement general waste and recycling bins, effective from 29 March 2021 at a cost in the order of \$1.55 per bin (based on costs as at 11 March 2021).

CARRIED

14.2 Policy

14.2.1 Development Assessment Refund and Waiver Policy

CNC315/20-21

Moved: Cr Furlan

Seconded: Cr Bishop

1. That Council adopt the Development Assessment Refund and Waiver Policy, appearing as Attachment A, noting that the Policy was recently circulated for public consultation and no feedback was received.
2. That Council authorise Administration to make any amendments of a minor, technical or formatting nature, as required.

CARRIED

14.3 Operational

14.3.1 Walkerville Signage Project – Stage Two

CNC316/20-21

Moved: Cr Williams

Seconded: Cr Wilkins

1. That Council receive and note the report entitled Walkerville Signage Project - Stage Two;
2. That Council acknowledges the scope of work required to complete the corporate signage vision in the context of the 2010 Walkerville Signage Project;
3. That Council approve \$76,100 (rounded up) to be factored into Budget Review 2;
4. That Council authorise Administration to proceed to manufacture and installation of the Streets of Distinction and Heritage Trail Markers.

CARRIED

14.3.2 Willow Bend Toilet Upgrade

CNC317/20-21

Moved: Cr Wilkins

Seconded: Cr Bishop

That Council rescinds its decision (in part) of 21 December 2020 (**CNC232/20-21**) **but only** as it relates to the project for the *Replacement of Willow Bend Toilets with Exeloo (2 x DDA)* and in lieu thereof, resolves to change the scope of works for the Willow Bend Toilet upgrade from two DDA Exelooos to **one (1)** DDA Exeloo, on the site adjacent to the existing toilet facility, retain the existing toilet facility to be repurposed for storage, undertake retaining and beautification of the surrounds, including installation of a new entry statement and banner frame.

CARRIED

14.3.3 Budget Review Two (2) – 2020 / 2021

CNC318/20-21

Moved: Cr Williams

Seconded: Cr Wilkins

1. That Council receives and notes the Budget Review Two (2) report.
2. That Council agrees to proceed with Option One, namely the inclusion of the Walkerville Signage Project – Stage 2 and the installation of a single (1) DDA Exeloo toilet facility, including all associated works.
3. That Council adopts Budget Review Two (2) for the 2020/21 financial year and the variances contained within it, as its amended and current budget for the period ending 30 June 2021.

CARRIED

14.3.4 Treasury Report – CAD Fixed Interest rate update

CNC319/20-21

Moved: Cr Furlan

Seconded: Cr Bishop

1. That Council rescinds resolution **CNC283/20-21** (15 February 2021) and in lieu thereof, resolves to convert a \$3.5m portion of its existing cash advance facility debenture CAD75 (issued by the Council under section 135 of the *Local Government Act 1999*) to a fixed rate cash advanced facility, from the Local Government Finance Authority, of up to 2.05% for a period of 5 years at the prevailing rate determined on 16 March 2021 and instructs Administration to write to the Local Government Finance Authority to inform them of Councils decision and apply a commencement date of 16 March 2021.
2. That Council further resolves that if the rate is higher than Council's current variable rate (2.05%) on the 16 March 2021, that Administration monitor movement of the fixed rate and if the fixed rate drops under Council's variable rate (2.05%) then Administration is to proceed with converting a \$3.5m portion of its existing cash advance facility debenture CAD75 fixed for a period of 5 years.
3. That Administration provide further update reports as part of the monthly financial reports to Council, as required in relation to this matter.
4. That Council acknowledges that the total debt ceiling approved during the 2020/21 Annual Business Plan will remain unchanged.

CARRIED

14.3.5 Walkerville RSL – Memorandum of Understanding (MOA)

The time being 7.47pm Cr Coleman oAM left the meeting.

CNC320/20-21

Moved: Cr Williams

Seconded: Cr Furlan

1. That Council receives and notes the Walkerville RSL - Memorandum of Understanding (MOU) report.
2. That Council increase the Walkerville RSL sponsorship from \$10,000 to \$13,000 per annum, effective from 2021/2022 financial year, in order to assist with the costs associated with holding community events on Remembrance Day and ANZAC Day.
3. That Council, following the endorsement of this report, direct Administration to amend section 4.1.2.2 of the MOU (Attachment A) to reflect the change in budget allocation and that the CEO be authorised to update and sign the MOU as required.

CARRIED

The time being 7.51pm Cr Coleman oAM re-entered the meeting.

14.3.6 PDI Act – Delegations Update

CNC321/20-21

Moved: Cr Joshi

Seconded: Cr Furlan

1. That Council hereby revokes all previous delegations made to the person occupying the position of Chief Executive Officer under Instrument A and B, Instrument of Delegation under the Planning, Development and Infrastructure Act 2016.
2. That Council in exercise of the power contained in section 44 of the Local Government Act 1999 the powers and functions under the Planning, Development and Infrastructure Act 2016 and statutory instruments made thereunder contained in the proposed Instrument of Delegation (annexed to the Report dated 15 March 2021 and entitled Delegations Update March 2021 and marked Appendix A) are hereby delegated this 15th day of March 2021 to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.
3. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with sections 44 and 101 of the Local Government Act 1999 as the Chief Executive Officer sees fit,

unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation.

4. In exercise of the power contained with section 100 of the Planning, Development and Infrastructure Act 2016 the powers and functions under the Planning, Development and Infrastructure Act 2016 and regulations made thereafter contained in the Proposed Instrument of Delegation (annexed to the Report dated 15 March 2021) and entitled 'Instrument of Delegation under the Planning, Development and Infrastructure Act 2016 of Powers of Council as a Council, a Relevant Authority' and marked 'Appendix B' are hereby delegated this 15th day of March 2021 to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and / or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.
5. Such powers and functions may be further delegated by Chief Executive Officer in accordance section 100(2)(c) of the Planning, Development and Infrastructure Act 2016 as the Chief Executive Officer see fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation.

CARRIED

14.4 Subsidiaries

14.4.1 ERA Water Budget Review Two 2020/2021 & Cash Flow Forecast

CNC322/20-21

Moved: Cr Williams

Seconded: Cr Wilkins

1. That Council approves the ERA Water Budget Review Two & Cash Flow Forecast Report for 2020/2021 as detailed in Attachment A to this report.
2. That Administration writes to ERA Water advising of Council's decision.
3. That Council requests that Administration undertake a scenario analysis using ERA Water LTFP scenarios as a basis and how that directly impacts the Town of Walkerville LTFP during the 2021/2022 Annual Business Plan and Budget Process.
4. That Council request ERA Water to reconsider the price of water supplied to constituent Councils as originally budgeted.
5. That Council consider including the budgeted results of subsidiaries as part of the ABP&B and LTFP process.

CARRIED

15 IDENTIFICATION OF ITEMS FOR INDIVIDUAL CONSIDERATION

CNC323/20-21

Moved: Cr Williams

Seconded: Cr Wilkins

That items 16.3.1, 16.3.2 and 16.3.3 be moved as per their recommendations.

CARRIED

16 REPORTS PRESENTED FOR INFORMATION

16.1 Strategy

Nil

16.2 Policy

Nil

16.3 Operational

16.3.1 Special Audit Committee Minutes 19 February 2021

CNC324/20-21

Moved: Cr Williams

Seconded: Cr Wilkins

That Council receives and notes the minutes of the Special Audit Committee meeting convened on 19 February 2021.

CARRIED

16.3.2 Women of Walkerville Committee Minutes 4 March 2021

CNC325/20-21

Moved: Cr Williams

Seconded: Cr Wilkins

That Council receives and notes the minutes of the Women of Walkerville Committee meeting held on 4 March 2021.

CARRIED

16.3.3 Works Report for February 2021

CNC326/20-21

Moved: Cr Williams

Seconded: Cr Wilkins

That Council receives and notes the Works Report for February 2021.

CARRIED

16.3.4 Monthly Financial Report

CNC327/20-21

Moved: Cr Furlan

Seconded: Cr Bishop

That Council receives and notes the Monthly Financial Report as at 28 February 2021

CARRIED

16.4 Subsidiaries

Nil.

16.5 Outstanding Council resolutions

CNC328/20-21

Moved: Cr Wikins

Seconded: Cr Furlan

That Council receives and notes the list of Council resolutions currently being processed as at 11 March 2021.

CARRIED

17 CORRESPONDENCE

CNC329/20-21

Moved: Cr Williams

Seconded: Cr Joshi

That the correspondence as listed below be received and noted.

17.1 Correspondence to Mayor Fricker from the Hon Michelle Lensink MLC, Minister for Human Services

17.2 Correspondence to Mayor Fricker from the Hon David Speirs MP, Minister for Environment and Water

17.3 Correspondence to Mayor Fricker from the Hon Michelle Lensink MLC, Minister for Human Services

CARRIED

18 URGENT OTHER BUSINESS

Nil.

19 CONFIDENTIAL ITEMS

Nil.

20. CLOSURE

The Presiding Member declared the meeting closed at 8.08pm.

Meeting: Council

Title: Mayor's Report

Responsible Manager: Chief Executive Officer, Kiki Cristol

Author: Acting Council Secretariat, Rae Pluck

Key Pillar: Strategic Framework – Key Pillar – Leadership – A responsible and influential local government organisation

Type of Report: **Information Only**

Recommendation

That Council receives and notes the Mayoral Diary from 12 March 2021 to 15 April 2021.

Summary

Date of Meeting	Subject	Attendees
15 March 2021	Mayoral Agenda briefing	Mayor Elizabeth Fricker, CEO Kiki Cristol and Acting Council Secretariat Rae Pluck
15 March 2021	Council meeting	Mayor Elizabeth Fricker, Elected Members, CEO Kiki Cristol, senior staff and Acting Council Secretariat Rae Pluck
17 March 2021	Mayor and CEO weekly catch up	Mayor Elizabeth Fricker and CEO Kiki Cristol
18 March 2021	Communications catch up	Mayor Elizabeth Fricker and Communications & Marketing Manager Sarah Spencer
18 March 2021	CEO Performance Review Committee meeting	Mayor Elizabeth Fricker, Cr James Williams, Cr Robert Ashby, Cr Jennifer Joshi, Consultant Richard Altman and Acting Council Secretariat Rae Pluck
19 March 2021	Citizenship Ceremony for Harmony Day	Mayor Elizabeth Fricker, Manager Community Development & Engagement Fiona Deckert and Program & Events Officer Adriane Dade
22 March 2021	Walkerville Oval Redevelopment & Urban Master Plan informal gathering	Mayor Elizabeth Fricker, Elected Members, CEO Kiki Cristol and senior staff
24 March 2021	Mayor and CEO weekly catch up	Mayor Elizabeth Fricker, Cr Robert Ashby AM and CEO Kiki Cristol
24 March 2021	Budget workshop No. 2	Mayor Elizabeth Fricker, Elected Members, CEO Kiki Cristol and senior staff

25 March 2021	Wilderness School	Mayor Elizabeth Fricker, Wilderness School representative Shanti Berggren and CEO Kiki Cristol
25 March 2021	Opening of YOLK café Walkerville	Mayor Elizabeth Fricker and guest
29 March 2021	Walkerville Primary School	Mayor Elizabeth Fricker, School Principal Mr Chris Edmonds and CEO Kiki Cristol
12 April 2021	FIVEaa	Mayor Elizabeth Fricker and FIVEaa host Tony Pilkington
13 April 2021	Walkerville Oval Redevelopment Committee	Mayor Elizabeth Cr Robert Ashby, Cr MaryLou Bishop, Cr James Williams, Proxy Delegate Cr Norm Coleman OAM, Manager Property Contracts & Strategic Projects Scott Reardon and Acting Council Secretariat Rae Pluck
14 April 2021	Local Government Association briefing (via ZOOM)	Mayor Elizabeth Fricker, Premier of South Australia the Hon Steven Marshall MP, Deputy Premier of South Australia the Hon Vickie Chapman MP, CEO Kiki Cristol and various Mayors and CEOs
15 April 2021	Communications catch up	Mayor Elizabeth Fricker and Communications & Marketing Manager Sarah Spencer
15 April 2021	CEO Performance Review Committee meeting	Mayor Elizabeth Fricker, Cr James Williams, Cr Robert Ashby, Cr Jennifer Joshi, Consultant Richard Altman and Acting Council Secretariat Rae Pluck



Item No: 14.1.1
Date: 19 April 2021
Attachment: A, B, C

Meeting: Council
Title: Preliminary Suburban Boundary Realignment and Renaming Proposal
Responsible Manager: Chief Executive Officer, Kiki Cristol
Author: Manager Property, Contracts & Strategic Projects
Key Pillar: Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation
Key Focus Area: Financial Guiding Principle 4 – Robust and transparent allocation and prioritisation of resources
Type of Report: Decision Required

Recommendation

That Council receives and notes the information contained in the Preliminary Suburban Boundary Realignment and Renaming Proposal report and in accordance with resolution **CNC225/21-22** directs Administration to proceed to community consultation in order to obtain the community's feedback prior to Council determining whether to further pursue one of the following suburban boundary realignment and/or renaming proposals:

1. That the triangle section of the suburb of Vale Park as bounded by Lansdowne Tce, North East Rd, Ascot Avenue and the River Torrens be ceded from the suburb of Vale Park and annexed into the suburb of Walkerville;

OR

2. That the triangle section of the suburb of Vale Park as bounded by Lansdowne Tce, North East Rd, Ascot Avenue and the River Torrens be ceded from the suburb of Vale Park and annexed into the suburb of Walkerville, then the remaining section of the suburb of Vale Park as bounded by Ascot Avenue, North East Road, Fife Street and the River Torrens be renamed North Walkerville;

OR

3. That the entire suburb of Vale Park as bounded by Lansdowne Tce, North East Rd, Fife Street and the River Torrens be renamed North Walkerville;

OR

4. That no change to the current suburban boundaries and place names be pursued.
-

Summary

At their Ordinary Meeting of 21 December 2020 Council directed Administration to investigate both the feasibility of and community's interest in renaming the portion of the suburb of Vale Park as bounded

by Lansdowne Tce, North East Rd, Ascot Avenue and the River Torrens 'Walkerville', and thus realigning the suburban boundary of Walkerville to include the area south-west of Ascot Avenue.

Upon conducting further extensive research into both the procedural requirements to rename an established place within South Australia and the historical context of the Walkerville's suburban composition, further pertinent information was identified, which is deemed relevant to the proposal. As such, the information is presented for Council's review and consideration prior to Administration proceeding to community consultation.

Background

At their Ordinary Meeting of 21 December 2020, Council resolved:

CNC225/21-22

That Administration investigate the impact to and interest of residents bounded by Lansdowne Tce, North East Rd, Ascot Avenue and the River Torrens to be designated as part of the suburb of Walkerville rather than Vale Park.

Discussion/Issues for Consideration

The Town of Walkerville

The District Council of Walkerville was proclaimed on 5 July 1855 when the suburbs of Walkerville (Section 476) and Gilberton (Section 475), then later Medindie (Section 460) and Section 477 (later known as North Walkerville)¹ severed from District Council of Yatala (a South Australian local government jurisdiction established in 1853 and then abolished in 1868) (refer Attachment A).² The District Council of Walkerville obtained corporate "Town" status on 1 October 1944, after which becoming the Town of Walkerville.

Vale Park

Following a proposed redevelopment of the section of Vale Park east of Ilford Street in 1838, Vale Park was originally conceived to become the Township of Hamilton³ (named after Robert Hamilton owner of 'Hamilton House' (the first farmhouse built in the area)⁴ and member of the prominent Hamilton family winemakers,⁵ however the land remained dormant and undeveloped and instead was anecdotally referred to as Willow Bend.⁶

The suburb of Vale Park (originally laid out in 1939) was officially proclaimed in 1961 following a private subdivision and suburban development of the land and became a Council Ward of the City of Enfield.

Due to the direct affinity and connection with the Town of Walkerville however, in 1969 the residents of Vale Park rallied and partitioned to sever from the City of Enfield and become part of the Town of Walkerville.⁷ The City of Enfield opposed the proposal and the residents of Vale Park commenced formal proceedings to proceed with the proposed severance. On 23 February 1970 the Court held in favour of the residents,⁸ then following proclamation on 2 April 1970,⁹ effective 5 July 1970 Vale Park became annexed to the Town of Walkerville as an additional suburb.

¹ Lewis., J, 1988, *The Walkerville Story; 150 Years*, Lutheran Publishing House, Adelaide, p.9.

² https://en.wikipedia.org/wiki/District_Council_of_Yatala#/media/File:Yatala_District_Council_1853.png

³ Lewis., J, 1988, *The Walkerville Story; 150 Years*, Lutheran Publishing House, Adelaide, p.41.

⁴ https://en.wikipedia.org/wiki/Vale_Park,_South_Australia

⁵ https://en.wikipedia.org/wiki/Hamilton%27s_Ewell_Vineyards.

Hamilton Street Vale Park being of dedication to the former land owner.

⁶ https://en.wikipedia.org/wiki/Vale_Park,_South_Australia

⁷ Lewis., J, 1988, *The Walkerville Story; 150 Years*, Lutheran Publishing House, Adelaide, p.15.

⁸ Lewis., J, 1988, *The Walkerville Story; 150 Years*, Lutheran Publishing House, Adelaide, p.41.

⁹ South Australian Government Gazette, No.14, 2 April 1970,
http://classic.austlii.edu.au/au/other/sa_gazette/1970/14/1300.pdf

North Walkerville

While it has been previously supposed that North Walkerville was once a suburb within the Township, in conducting the research for this report and after liaising with the State Government's Land and Built Environment Directorate, Planning & Land Use Services, it has been determined that North Walkerville was never an officially recognised suburb.

In 1882, following the purchase from George Fife Angus, the new owners subdivided the majority of the Section 477 into an new housing estate comprised of 289 allotments.¹⁰ This new housing estate (the area bounded by Lansdowne Tce, North East Road, Burlington Street and the River Torrens) was named North Walkerville (refer Attachment B), and though never becoming a formal suburb of the Township the estate later became a Local Government Council Ward (established via proclamation in 1894¹¹).

It should be noted though that following the original approval of the Vale Park redevelopment in 1939 the name 'North Walkerville' was officially proposed as the name for the new suburb of Vale Park, however the name Vale Park was eventually decided deriving the name from the nearby Vale House, the former home of Philip Levi bequeathed to the Town of Walkerville in 1947.¹² It was approximately around this time North Walkerville ceased being used, and was replaced by the suburb name of Walkerville (proper).

Altering Boundaries and Names of Suburbs

The alteration of suburb names and/or boundaries is assessed and finalised by the Surveyor-General's Office before Ministerial approval can be granted. Prior to this occurring however community consultation, Council review and endorsement, then the submission of an application to the State Government's Geographical names unit must occur.¹³

Changing address information incurs a cost to businesses and the community and can disrupt the delivery of services. As a consequence there must be a significant benefit to the general community before a change will be considered. It should be noted that one of the naming guidelines dictates that submissions seeking changes for reasons of perceived status or financial benefit will not be supported or considered by the Surveyor-General.¹⁴

In accordance with the Geographical Names Guidelines the following considerations are made by the Surveyor-General when assessing a proposal:

- the views of police, emergency service providers and Australia Post;
- difficulties by the community in access to and from the area;
- the costs associated with the change;
- any perceived impact on local businesses;
- the level of support received by the community for the proposal;
- any benefits the proposal will have on the entire township;
- the size of the area and the proposed boundaries.

If the proposal is considered to have merit, the Surveyor-General will commence a formal process to make the requested alterations in accordance the provisions outlined in the *Geographical Names Act 1991*.¹⁵

¹⁰ Lewis., J, 1988, *The Walkerville Story; 150 Years*, Lutheran Publishing House, Adelaide, p.27.

¹¹ South Australian Government Gazette, No.25, 14 June 1894, http://classic.austlii.edu.au/au/other/sa_gazette/1894/25.pdf, p.1377.

¹² <https://manning.collections.slsa.sa.gov.au/pn/v/v1.htm#valeP>

¹³ <https://www.sa.gov.au/topics/planning-and-property/planning-and-land-management/suburb-road-and-place-names/place-name-proposals>

¹⁴ <https://www.sa.gov.au/topics/planning-and-property/planning-and-land-management/suburb-road-and-place-names/geographical-names-guidelines>

¹⁵ *Geographical Names Act 1991* (SA), s.11B.

Reason for Proposed Realignment and/or Renaming

As the Town of Walkerville is one of the oldest settled Townships within the South Australia and is a place of historical significance for many of the state's pioneers and respected citizens (as at the date of this report the Township has been in existence for 166 years), the Township retains a strong connection to its history.

On the basis that the original compilation of the District Council of Walkerville was anecdotally comprised of Medindie, Gilberton, Walkerville [and North Walkerville], and that the originally proposed name for Vale Park was North Walkerville, it is suggested that Council proceed to consultation with the recommendations of this report to gauge the community's feedback about the matter.

Proposed Community Consultation

Should Council determine to proceed with Option 1, a Township wide consultation will be undertaken for a period of 28 day. Due to the scale and importance of this proposal, during this consultation, residents will be engaged through the following means:

- a letter / survey posted to each ratepayer of the Township;
- an online survey;
- detailed information about posted on Council's website 'Open For Consultation' page and social media pages;
- detailed information about the proposal posted in the Weekly Round Up during the term of the consultation.

Options for Consideration

Option 1

That Council receives and notes the information contained in the Preliminary Suburban Boundary Realignment and Renaming Proposal report and in accordance with resolution **CNC225/21-22** directs Administration to proceed to community consultation in order to obtain the community's feedback prior to Council determining whether to further pursue one of the following suburban boundary realignment and/or renaming proposals:

1. That the triangle section of the suburb of Vale Park as bounded by Lansdowne Tce, North East Rd, Ascot Avenue and the River Torrens be ceded from the suburb of Vale Park and annexed into the suburb of Walkerville;

OR

2. That the triangle section of the suburb of Vale Park as bounded by Lansdowne Tce, North East Rd, Ascot Avenue and the River Torrens be ceded from the suburb of Vale Park and annexed into the suburb of Walkerville, then the remaining section of the suburb of Vale Park as bounded by Ascot Avenue, North East Road, Fife Street and the River Torrens be renamed North Walkerville;

OR

3. That the entire suburb of Vale Park as bounded by Lansdowne Tce, North East Rd, Fife Street and the River Torrens be renamed North Walkerville;

OR

4. That no change to the current suburban boundaries and place names be pursued.

Option 2

That Council determines not to proceed with the community consultation on this matter and rescinds resolution CNC225/20-21.

Analysis of Options

Option 1 delivers and outcome that is both aligned with the original resolution **CNC225/20-21** and the procedural requirements to commence the renaming of place within South Australia. Option 1 also seeks to gauge the community's interest and perspective as to whether this is a desired outcome for the Township.

Option 2 abandons the process without gauging the community's perspective on the matter.

Financial Implications

At this present time there are no perceived financial implications, however it should be noted that further costs are expected to be incurred should a suburban boundary and/or name change proceed. Further information pertaining to these expected costs will be provided to Council in a subsequent report following the completion of the community consultation.

Costs associated with the Community Consultation are expected to total approximately \$2,000.

Community Implications

On the basis that Option 1 directs Administration to conduct a consultation to obtain the community's feedback proceeds to com

Regional Implications

At this present time there are no perceived regional implications associated with this preliminary report.

Governance Implications

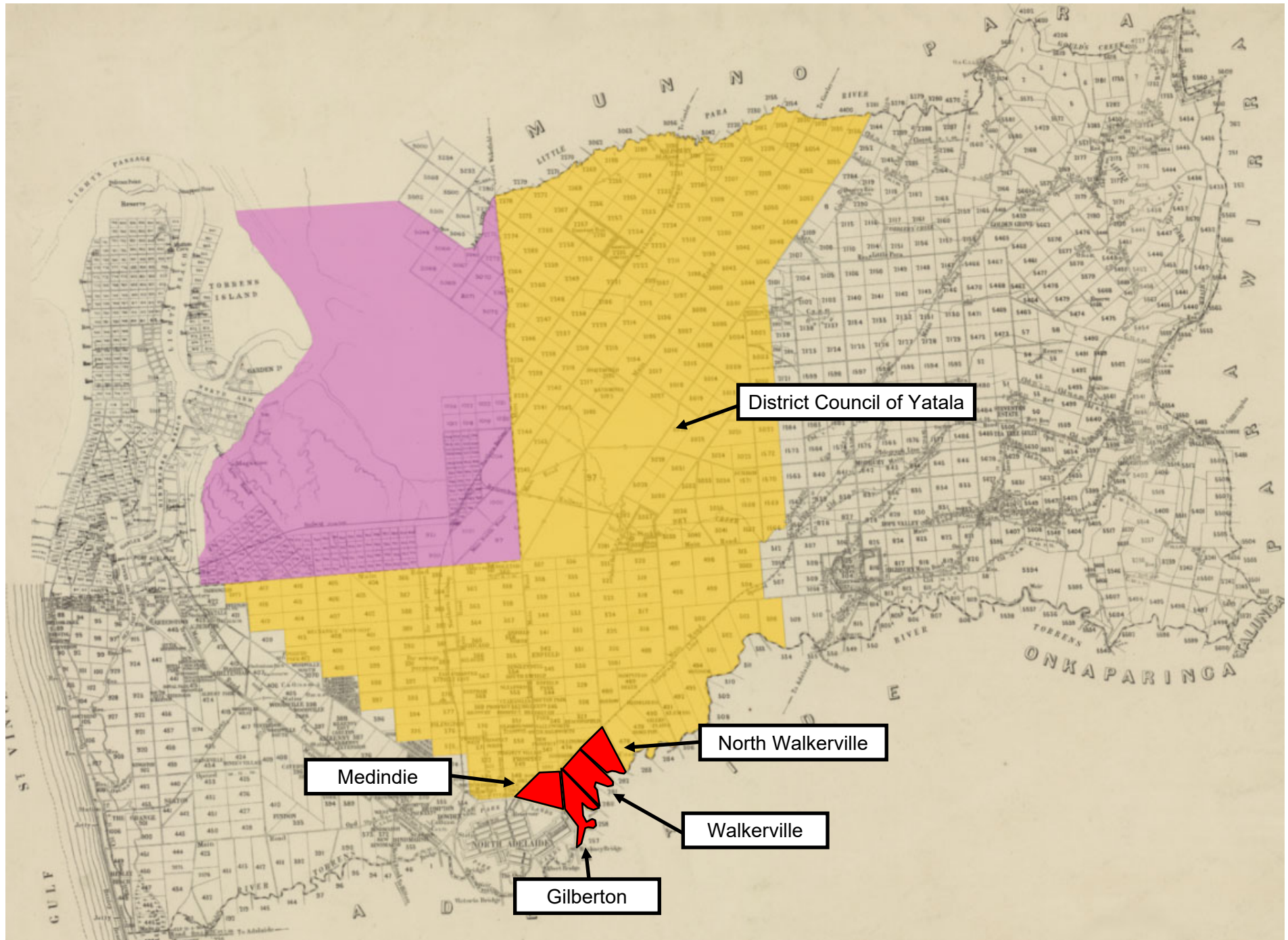
At this present time there are no perceived governance implication associated with this report. The procedural process for undertaking a realignment / renaming of a place is outlined by s.11B of the *Geographical Names Act 1991* (SA) and the Geographical Names Guidelines. In order to adhere to Council's governance and legislative obligations, should Council and the community support any of the options put forth, Administration will work with the Geographical Names Unit to ensure compliance.

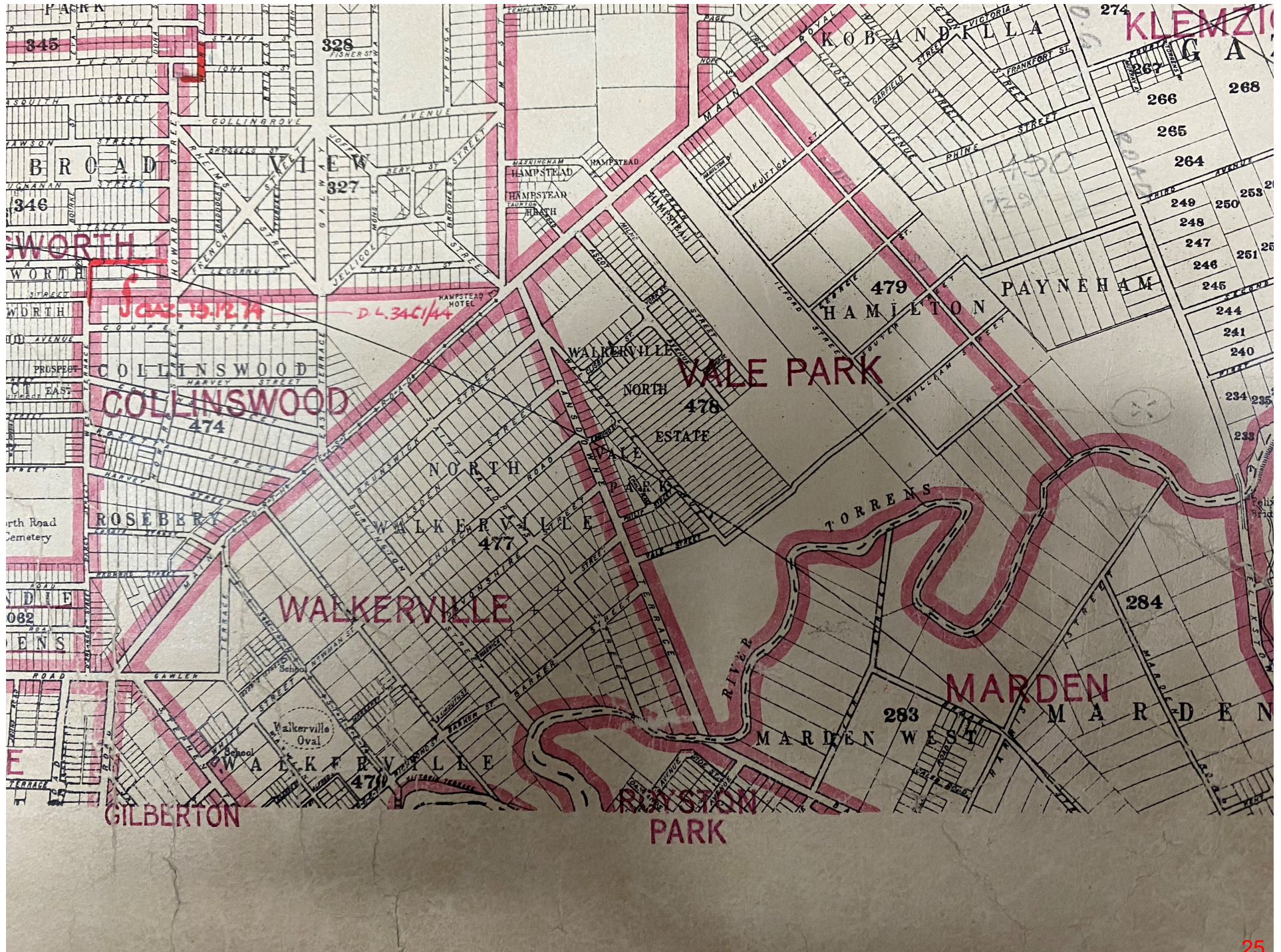
Preferred Option & Reasoning

Option 1 is the preferred option on the basis that it is aligned with Resolution **CNC225/21-22**, seeks to obtain the community's feedback in relation to this matter, and is consistent with the statutory requirements prescribed by s.11B of the *Geographical Names Act 1991* (SA).

Attachments

Attachment A	Map of Hundred Yatala
Attachment B	Site Map
Attachment C	Property Location Report – North Walkerville





Property Location Browser Report

Date Created:
April 12, 2021

Placename Details: North Walkerville

The Property Location Browser is available on the Land Services Website: www.sa.gov.au/landservices

Scale ≈ 1:4513 (on A4 page)

200 metres ≈

The information provided above, is not represented to be accurate, current or complete at the time of printing this report.

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Land Services



Government of South Australia

Department of Planning,
Transport and Infrastructure

Name	North Walkerville	Date of Record	6/02/2008
Record Number	SA0050887	Classification	Recorded Historical
Feature Type	Subdivision	Elevation	
Hundred	Yatala	Section	
County	Adelaide	Postcode	
Local Government	The Corporation of the Town of Walkerville	State	SA
1:50 000 Mapsheet N°	6628 3	MGA 94 Coordinates	282234, 6136698 (Easting, Northing - Metres)
GDA 94 Coordinates	-34.888790, 138.617030 (Latitude, Longitude - Decimal Degrees)	Zone	54
Named By		Date Named	
Current Name	Walkerville (portion)	Previous Name	
Alternative Name		Derivation of Name	
Dual Name			
Other Details	Private subdivision of sections 476/7. Name approved as a subdivision name by the Nomenclature Committee on 1/5/1925. Proposed in 1943 to be used for suburb name in lieu of Vale Park.		
Supporting Information	DL.120/1943 /		



Item No: 14.2.1

Date: 19 April 2021

Attachment: A, B

Meeting:	Council
Title:	Draft Assessment Panel and Assessment Manager Reporting Policies
Responsible Manager:	Group Manager Planning Environment & Regulatory Services, Andreea Caddy
Author:	Senior Planner, Carly Walker
Key Pillar:	Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation
Key Focus Area:	Financial Guiding Principle 4 – Robust and transparent allocation and prioritisation of resources
Type of Report:	Decision Required

Recommendation

1. That Council release the Draft Assessment Panel Reporting Policy, appearing as Attachment A, for public consultation.
2. That Council release the Draft Assessment Manager Reporting Policy, appearing as Attachment B, for public consultation.

Summary

Section 93 of the *Planning, Development and Infrastructure Act 2016 (The Act)* outlines that an Assessment Panel is a relevant authority in their own right. Similarly, Section 96 of the *Planning, Development and Infrastructure Act 2016* outlines that an Assessment Manager is also a relevant authority in their own right. This report seeks Council's endorsement of a draft policy framework (contained in Attachments A and B) that seeks that any decision of the Council Assessment Panel or Assessment Manager that affect Council's budget are appropriately vetted.

Background

The powers conferred to both the Assessment Panel and Assessment Manager under sections 93 and 96 of the *Planning, Development and Infrastructure Act 2016*, give these entities the power to decide development applications as relevant authorities in their own right.

By extension, any appeals or requests for review under section 202 of the *Planning, Development and Infrastructure Act 2016* are made against the Assessment Panel of the Corporation of the Town of Walkerville or the Assessment Manager of the Corporation of the Town of Walkerville.

What does this mean?

Whether intentional or not, the drafting of *the Act* affords the Assessment Panel and the Assessment Manager the ability to make decisions about whether or not to commence proceedings to quash a deemed consent notice and/or to defend an appeal or review under section 202.

Whilst it appears that the Government's intention in the initial drafting of the Act was to ensure that the Assessment Panel and Assessment Manager remained at arms-length from the influence of Council, the unintended consequence of this is that they can decide to pursue a costly legal dispute without the correct checks and balances.

Discussion/Issues for Consideration

In an effort to restrict the extent of court action that can be entered into, the following two draft policies (contained in Attachment A and B) have been prepared in line with the Local Government Association (LGA) template:

- Draft Assessment Panel Reporting Policy; and
- Draft Assessment Manager Reporting Policy.

Key features of the Draft Assessment Panel Reporting Policy

It is important to point out that the Council Assessment Panel have a standing referral in place that authorises the Assessment Manager to make decisions on the conduct of appeals, subject to regular updates being provided to the Panel. There is a further requirement that the panel must be consulted with before an appeal is resolved by way of compromise (unless a decision is to be made urgently).

Notwithstanding the above point, the decision as to whether the Panel enters into proceedings (i.e. to quash a deemed consent), seeks legal representation or opinion to represent them as an authority is still held by the Panel themselves. The Draft Policy found in Attachment A seeks that when responding to an appeal or review proceedings, or initiating proceedings in the Court the Panel will:

- *have regard to the objects of the PDI Act 2016 and principles of good planning in Sections 12 & 13 and the general duties in Section 15 of the PDI Act 2016; and*
- seek the permission of the Assessment Manager before making a decision on whether to initiate proceedings to quash a deemed consent, obtain expert legal opinion or representation, proceed to trial or with respect to any other financial matter arising from a review or appeal.

The above points are considered to be sufficient to provide safeguards around the expenditure of Council funds.

Key features of the Draft Assessment Manager Reporting Policy

Under section 137 of the Local Government Act 1999, the Council has delegated to the CEO the power, with limitations, to expend funds in the exercise, performance and discharge of its powers, functions and duties. The CEO has further sub-delegated these powers to the Group Manager of Planning, Environment and Regulatory Services (Assessment Manager) to the value of \$50, 000.

The Draft Assessment Manager Reporting Policy outlines that when responding to appeal or review proceedings, or initiating proceedings in the Court, the Assessment manager will:

- have regard to any financial limitations in their financial sub-delegation from the CEO under Section 137 of the LGA Act 1999 and the general duties in Section 15 of the PDI Act 2016;
- consult with the CEO in circumstances where proposed expenditure is likely to exceed any relevant financial limitations in their financial sub-delegation; and
- provide a quarterly status report to the Council of decisions made by the Assessment Manager and Assessment Panel in relation to the institution and/or conduct of proceedings in the Court to which the Assessment Manager and

Assessment Panel are a party including actual or committed expenditure and future anticipated expenditure.

Appeals can be costly exercises and whilst a successful outcome can see Council recoup some of the costs outlaid in the process, a loss can incur costs of the opposition. The above features of these two policies gives the Assessment Manager and by extension the CEO the control of the financial decisions of the Panel. It further offers Council transparency and oversight over the cumulative costs of appeals and court proceedings moving forward under the *Planning, Development and Infrastructure Act 2016*.

Options for Consideration

Option 1

1. That Council release the draft Assessment Panel Reporting, appearing as Attachment A, for public consultation.
2. That Council release the Draft Assessment Manager Reporting Policy, appearing as Attachment B, for public consultation.

Option 2

1. That Council release the draft Assessment Panel Reporting Policy, appearing as Attachment A, and the Draft Assessment Manager Reporting Policy, appearing as Attachment B, for public consultation, subject to the below amendments:
 - a.
 - b.
 - c.

Analysis of Options

Option 1 seeks to release the Draft Assessment Panel and Assessment Manager Reporting Policies for public consultation without any amendments.

Option 2 seeks to release the Draft Assessment Panel and Assessment Manager Reporting Policies for public consultation subject to amendments deemed appropriate by Council.

Financial Implications

The draft policies contained herein are considered to respond well to Financial Guiding Principle 1 – Finances Manager Responsibly in that they ensure that both the Assessment Manager and Assessment Panel cannot initiate court proceedings nor impose additional financial burden on the Council’s budget without the correct checks and balances. It further offers Council sufficient oversight of the appeal and review spending of both Relevant Authorities.

Community Implications

In line with community expectations, these policies are intended to provide a transparent authorisation and reporting framework to ensure that Council funds are not being committed to appeals and reviews that are outside of the budget limitations of the Council.

Regional Implications

There are no known regional implications in relation to this matter.

Governance Implications

The Draft Assessment Panel Reporting Policy and the Draft Assessment Manager Reporting Policy are both Council Policies that will undergo 21 days of public consultation in line with the Community

Engagement and Consultation Policy. The policies are considered to safeguard Council, particularly should a section 270 review under the *Local Government Act 1999* ever be submitted against a decision not to defend a decision or to attempt to quash a deemed consent.

Preferred Option & Reasoning

Option 1 is the preferred option and provides the most suitable response to the *2020-2024 Living in the Town of Walkerville: a strategic community plan*.

Attachment/s

Attachment A	Draft Assessment Panel Reporting Policy
Attachment B	Draft Assessment Manager Reporting Policy

ASSESSMENT PANEL REPORTING POLICY

Approval Date	Click or tap to enter a date.
Classification	Council Policy
Responsible Officer	Group Manager Planning, Environment & Regulatory
Relevant Legislation	<i>Planning, Development and Infrastructure Act 2016</i> <i>Local Government Act 1999</i> <i>Local Government (Financial Management)</i> <i>Regulations 2011</i>
Related Policies	
Related Corporate Documents	
Record Number	Click or tap here to enter text.
	Choose an item.
Last Reviewed	Click or tap to enter a date.
Next Review	Click or tap to enter a date.

1. Introduction	1
2. Scope	1
3. Definition	1
4. Legislative and Corporate Policy Context	2
5. Policy Statement	3
6. Delegation/Authorisation	3
5. Availability of Policy	3
6. Review	3

1. Introduction

Section 93 of the *Planning, Development and Infrastructure Act 2016* outlines that an Assessment Panel is a relevant authority in their own right. This policy provides a framework that ensures that any decisions of the Council Assessment Panel that affect Council's budget are appropriately vetted.

2. Scope

The objective of this Policy is to provide guidance and a framework which ensures that:

- 2.1. the Assessment Panel has regard to certain considerations when making decisions as a relevant authority involving Court proceedings and the expenditure of funds; and
- 2.2. the Council is kept informed of Assessment Manager decisions in their capacity as a relevant authority to enable expenditure to be monitored and budgeted.

3. Definitions

3.1. For the purposes of this Policy:

- 3.1.1. **"Assessment Manager"** means the person appointed as an Assessment Manager pursuant to Section 87 of the PDI Act 2016.
- 3.1.2. **"Assessment Panel"** means an assessment panel established by a joint planning board or a council pursuant to Section 83 of the PDI Act 2016 or a regional assessment panel constituted by the Planning Minister pursuant to Section 84 of the PDI Act 2016.
- 3.1.3. **"CEO"** means the Chief Executive Officer of a Council.
- 3.1.4. **"Council"** means the Corporation of the Town of Walkerville.
- 3.1.5. **"Court"** means the Environment, Resources and Development Court.
- 3.1.6. **"Deemed planning consent"** means a planning consent taken to have been granted following the receipt of a deemed consent notice pursuant to Section 125(3) of the PDI Act 2016.
- 3.1.7. **"Designated authority"** means:
 - a Joint Planning Board in the case of an Assessment Panel appointed by a Joint Planning Board.
 - a council in the case of an Assessment Panel appointed by a council.

- the councils for the areas in relation to which a Regional Assessment Panel is constituted by the Planning Minister.
- 3.1.8. **“Development authorisation”** means any assessment, decision, permission, consent, approval, or authorisation by or under the PDI Act 2016.
- 3.1.9. **“PDI Act”** means the *Planning, Development and Infrastructure Act 2016*.
- 3.1.10. **“Prescribed matter”** means any assessment, request, decision, direction or act of the Assessment Panel under the PDI Act 2016 as relevant to any aspect of the determination of an application for development authorisation; or a decision to refuse to grant the authorisation or the imposition of conditions in relation to the authorisation.
- 3.1.11. **“Relevant authority”** means a relevant authority pursuant to Section 82 of the PDI Act 2016.

4. Legislative and Corporate Policy Context

- 4.1. Under the PDI Act, the Assessment Panel will act as a relevant authority in its own right in circumstances provided for in the PDI Act 2016. This function is not subject to direction by a council or any other person.
- 4.2. The designated authority that appoints the Assessment Manager is responsible for the costs and other liabilities associated with the activities of the Assessment Manager. There is no statutory limit on the amount of costs that an Assessment Manager may expend or liabilities that may be incurred when performing their function as a relevant authority.
- 4.3. Costs and liabilities can arise in a variety of ways including responding to appeals and review applications and initiating proceedings in the Court. These can include costs and liabilities incurred and associated with the engagement of experts and legal counsel and adverse costs orders.
- 4.4. A person who has applied for a development authorisation may, in respect of a prescribed matter, in a case where the application was made to an Assessment Panel acting as relevant authority, appeal to the Court against the prescribed matter.
- 4.5. A person who can demonstrate an interest in a matter that is relevant to the determination of an application for development authorisation by an Assessment Panel acting as relevant authority by virtue of being an owner or occupier of the subject land or of adjacent land, may apply to the Court for a review of a decision as to the nature of the development.

- 4.6. An Assessment Panel may apply to the Court for an order quashing a deemed planning consent where it considers that the relevant application for planning consent should have been refused.
- 4.7. If an Assessment Panel acting as the relevant authority does not decide an application within the prescribed time, an applicant may apply to the Court for an order requiring the Assessment Panel to make its determination within a time fixed by the Court. If the Court makes an order, in the absence of mitigating circumstances, the Court will also order that the Assessment Panel pay the applicant's costs of the proceedings.
- 4.8. This Policy is related to Section 137 (Expenditure of funds) of the LG Act 1999 which empowers the Council to expend funds in the exercise, performance and discharge of its powers, functions or duties.

5. Policy Statement

- 5.1. When responding to appeal or review proceedings, or initiating proceedings in the Court the Assessment Panel will:
 - 5.1.1. have regard to the objects of the PDI Act 2016 and principles of good planning in Sections 12 & 13 and the general duties in Section 15 of the PDI Act 2016; and
 - 5.1.2. seek the permission of the Assessment Manager before making a decision on whether to initiate proceedings to quash a deemed consent, obtain expert legal opinion or representation, proceed to trial or with respect to any other financial matter arising from a review or appeal.

6. Delegation/Authorisation

- 6.1. This Policy applies to the Assessment Panel notwithstanding any delegation or authorisation of the Assessment Panel to any other person of its powers or functions under the PDI Act 2016.
- 6.2. The Assessment Panel must provide a copy of this Policy to any such delegate or person authorised as referenced in **paragraph 5.1.**

7. Availability of Policy

- 7.1. This Policy will be available for inspection at Council's principal office during ordinary business hours and on Council's website www.walkerville.sa.gov.au
- 7.2. Copies will also be provided to interested members of the community upon request and payment of associated fees in accordance with Council's schedule of fees and charges.

8. Review

- 8.1. A request for an internal review of decisions made under this policy can be made in accordance with the Town of Walkerville Internal Review of Council Decisions Policy; Internal Review of Council Decisions policy.
- 8.2. A request for an external review of decisions made under this policy can be lodged with office of the Ombudsman SA; <https://www.ombudsman.sa.gov.au/>

DRAFT

ASSESSMENT MANAGER REPORTING POLICY

Approval Date	Click or tap to enter a date.
Classification	Council Policy
Responsible Officer	Group Manager Planning, Environment & Regulatory
Relevant Legislation	<i>Planning, Development and Infrastructure Act 2016</i> <i>Local Government Act 1999</i> <i>Local Government (Financial Management)</i> <i>Regulations 2011</i>
Related Policies	
Related Corporate Documents	
Record Number	Click or tap here to enter text.
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Last Reviewed	Click or tap to enter a date.
Next Review	Click or tap to enter a date.

1. Introduction	1
2. Scope	1
3. Definition	1
4. Legislative and Corporate Policy Context	2
5. Policy Statement	3
6. Delegation/Authorisation	3
5. Availability of Policy	4
6. Review	4

1. Introduction

Section 96 of the *Planning, Development and Infrastructure Act 2016* outlines that an Assessment Manager is a relevant authority in their own right. This policy provides a framework that ensures that any decisions of the Assessment Manager that affects Council's budget are appropriately vetted.

2. Scope

The objective of this Policy is to provide guidance and a framework which ensures that:

- 1.1 the Assessment Manager has regard to certain considerations when making decisions as a relevant authority involving Court proceedings and the expenditure of funds; and
- 1.2 the Council is kept informed of Assessment Manager decisions in their capacity as a relevant authority to enable expenditure to be monitored and budgeted.

3. Definitions

3.1. For the purposes of this Policy:

- 3.1.1. **"Assessment Manager"** means the person appointed as an Assessment Manager pursuant to Section 87 of the PDI Act 2016.
- 3.1.2. **"Assessment Panel"** means an assessment panel established by a joint planning board or a council pursuant to Section 83 of the PDI Act 2016 or a regional assessment panel constituted by the Planning Minister pursuant to Section 84 of the PDI Act 2016.
- 3.1.3. **"CEO"** means the Chief Executive Officer of a Council.
- 3.1.4. **"Council"** means the Corporation of the Town of Walkerville.
- 3.1.5. **"Court"** means the Environment, Resources and Development Court.
- 3.1.6. **"Deemed planning consent"** means a planning consent taken to have been granted following the receipt of a deemed consent notice pursuant to Section 125(3) of the PDI Act 2016.
- 3.1.7. **"Designated authority"** means:
 - a Joint Planning Board in the case of an Assessment Panel appointed by a Joint Planning Board.
 - a council in the case of an Assessment Panel appointed by a council.

- the councils for the areas in relation to which a Regional Assessment Panel is constituted by the Planning Minister.

- 3.1.8. **“Financial delegation”** means the delegation of power made under Sections 44 and 101 of the LG Act 1999 to expend approved budgeted funds and to source funds in accordance with Sections 133 & 137 of the LG Act 1999 respectively.
- 3.1.9. **“Development authorisation”** means any assessment, decision, permission, consent, approval, or authorisation by or under the PDI Act 2016.
- 3.1.10. **“PDI Act”** means the *Planning, Development and Infrastructure Act 2016*.
- 3.1.11. **LG Act”** means the *Local Government Act 1999*.
- 3.1.12. **“Prescribed matter”** means any assessment, request, decision, direction or act of the Assessment Panel under the PDI Act 2016 as relevant to any aspect of the determination of an application for development authorisation; or a decision to refuse to grant the authorisation or the imposition of conditions in relation to the authorisation.
- 3.1.13. **“Relevant authority”** means a relevant authority pursuant to Section 82 of the PDI Act 2016.

4. Legislative and Corporate Policy Context

- 4.1. Under the PDI Act, the Assessment Manager will act as a relevant authority in their own right in circumstances provided for in the PDI Act 2016. This function is not subject to direction by an Assessment Panel, the Council or any other person.
- 4.2. The designated authority that appoints the Assessment Manager is responsible for the costs and other liabilities associated with the activities of the Assessment Manager. There is no statutory limit on the amount of costs that an Assessment Manager may expend or liabilities that may be incurred when performing their function as a relevant authority.
- 4.3. Costs and liabilities can arise in a variety of ways including responding to appeals and review applications and initiating proceedings in the Court. These can include costs and liabilities incurred and associated with the engagement of experts and legal counsel and adverse costs orders.
- 4.4. A person who has applied for a development authorisation may, in respect of a prescribed matter, in a case where the application was made to an Assessment

Manager acting as relevant authority, appeal to the Court against a prescribed matter.

- 4.5. A person who can demonstrate an interest in a matter that is relevant to the determination of an application for development authorisation by an Assessment Manager acting as relevant authority by virtue of being an owner or occupier of the subject land or of adjacent land, may apply to the Court for a review of a decision as to the nature of the development.
- 4.6. An Assessment Manager may apply to the Court for an order quashing a deemed planning consent where they consider that the relevant application for planning consent should have been refused.
- 4.7. If an Assessment Manager acting as the relevant authority does not decide an application within the prescribed time, an applicant may apply to the Court for an order requiring the Assessment Manager to make their determination within a time fixed by the Court. If the Court makes an order, in the absence of mitigating circumstances, the Court will also order that the Assessment Manager pay the applicant's costs of the proceedings.
- 4.8. This Policy is related to Section 137 (Expenditure of funds) of the LG Act 1999 which empowers the Council to expend funds in the exercise, performance and discharge of its powers, functions or duties.
- 4.9. The Council has delegated this power, with limitations, to the CEO in accordance with Section 44 of the LG Act 1999 and this power has been further sub-delegated in accordance with Section 101 of the LG Act 1999 to the Assessment Manager with associated financial limits.

5. Policy Statement

- 5.1. When responding to appeal or review proceedings, or initiating proceedings in the Court the Assessment Manager will:
 - 5.1.1. have regard to any financial limitations in their financial sub-delegation from the CEO under Section 137 of the LGA Act 1999 and the general duties in Section 15 of the PDI Act 2016;
 - 5.1.2. consult with the CEO in circumstances where proposed expenditure is likely to exceed any relevant financial limitations in their financial sub-delegation; and
 - 5.1.3. provide a quarterly status report to the Council of decisions made by the Assessment Manager and Assessment Panel in relation to the institution and/or conduct of proceedings in the Court to which the Assessment Manager and Assessment Panel are a party including actual or committed expenditure and future anticipated expenditure.

6. Delegation/Authorisation

- 6.1. This policy applies to the Assessment Manager notwithstanding any delegations or authorisation of the Assessment Manager to any other person of their powers or functions under the PDI Act 2016.
- 6.2. The Assessment Manager must provide a copy of this Policy to any such delegate or person authorised as referenced in **paragraph 5.1.**

7. Availability of Policy

- 7.1. This Policy will be available for inspection at Council's principal office during ordinary business hours and on Council's website www.walkerville.sa.gov.au
- 7.2. Copies will also be provided to interested members of the community upon request and payment of associated fees in accordance with Council's schedule of fees and charges.

8. Review

- 8.1. A request for an internal review of decisions made under this policy can be made in accordance with the Town of Walkerville Internal Review of Council Decisions Policy; Internal Review of Council Decisions policy.
- 8.2. A request for an external review of decisions made under this policy can be lodged with office of the Ombudsman SA; <https://www.ombudsman.sa.gov.au/>

Meeting:	Council
Title:	Review of Council's Development Enforcement and Compliance Policy
Responsible Manager:	Group Manager Planning Environment & Regulatory Services, Andreea Caddy
Author:	Group Manager Planning Environment & Regulatory Services, Andreea Caddy
Key Pillar:	Strategic Framework – Key Pillar 2 – Safety – Support the provision of a safe and supportive social environment that contributes to people and families feeling safe
Key Focus Area:	Financial Guiding Principle 4 – Robust and transparent allocation and prioritisation of resources
Type of Report:	Decision Required

Recommendation

That Council release the Draft Development Compliance and Enforcement Policy, appearing as Attachment C, for public consultation.

Summary

Local Government is charged with legislative responsibilities to protect individuals and the community as a whole. To ensure there is a consistent approach to dealing with enforcement and compliance matters Council Administration has undertaken a scheduled review of the Development Compliance and Enforcement Policy. Prepared for Councils consideration, the scheduled review of the Policy takes into consideration the repealed *Development Act 1993* and transition to the *Planning, Development and Infrastructure Act 2016* which came into effect on Friday, 19 March 2021. Outlined against the *Planning, Development and Infrastructure Act 2016* Council Administration has no legislated requirement to undertake public consultation of this Policy.

Background

The Development Enforcement and Compliance Policy was last reviewed in October 2015. In addition to a scheduled review, the Policy has been updated to capture the relevance of the *Planning, Development and Infrastructure Act 2016*. For simplicity, Attachment A reflects the original 2015 Policy. Attachment B reflects the body of the Policy being formatted into the current corporate template, noting the legislative changes and minor amendments to some clauses. Attachment C reflects the final changes of the proposed draft Policy. To this end, the Policy enables Council officers to act promptly, consistently and effectively in response to allegations of unlawful development activity having regard to:

- how to assess whether allegations of unlawful activity require investigation;

- options for dealing with unlawful activity; and
- how to decide whether enforcement action is warranted.

Discussion/Issues for Consideration

Appropriate for good governance, the revised Development Compliance and Enforcement Policy assists Council Administration in determining the best cause of action. In reviewing the Policy, the Administration places an emphasis on rectifying and resolving compliance matters with a focus on cooperation and education, rather than a punitive approach. The policy has been formatted to reflect this approach.

The existing Policy content has been revised to stipulate the transitional Legislative requirements and a few minor proposed amendments. The Policy has been placed in the current corporate template with proposed amendments to the existing Policy detailed below:

Clause 3 - Definitions

A definition section has been included to define terms, which are used within the Policy.

Clause 4.1 – Principles

This clause details additional commentary to ensure the ongoing privacy of residents and third parties whilst being mindful of its responsibilities.

Clause 5.4.3.1 – Formal Action – Service of Orders and Direction and Court action

This clause places emphasis on unlawful development, threat to life or immediate threat to public health with the use of ‘ongoing unlawful development’ and ‘irreversible and/or immeasurable damage’.

Clause 5.4.6 – Prosecution

In the event of prosecution, Council Officers are asked to have regard to the comprehensive document prepared by The Director of Public Prosecutions South Australia, Statement of Prosecutor Policy and Guidelines as detailed in this clause.

Clause 7 – Review

The policy now details an individual’s right of review of decision made under this Policy in accordance with the Town of Walkerville Internal Review of Council Decisions Policy or to the SA Ombudsman

Options for Consideration

Option1

That Council release the Draft Development Compliance and Enforcement Policy, appearing as Attachment C, for public consultation.

Option 2

1. That Council release the Draft Development Compliance and Enforcement Policy, appearing as Attachment C, for public consultation, subject to the below amendments:
 - a.
 - b.

c.

Analysis of Options

The Administration has undertaken a thorough review of the existing Development Compliance and Enforcement Policy, ensuring statutory obligations under the Act have been included in the revised Policy.

Council is at liberty to include or remove clauses from the revised Policy as determined by Council being mindful to ensure that legislative requirements detailed in the Policy are retained.

Option 1: seeks to release the Draft Development Compliance and Enforcement Policy for public consultation without any amendments.

Option 2: seeks to release the Draft Development Compliance and Enforcement Policy for public consultation subject to amendments deemed appropriate by Council.

Financial Implications

There are no known additional financial implications associated with Council releasing the revised Development Compliance and Enforcement Policy.

Community Implications

The Community implications are safer domestic environment for residences affected, within the Township. Formally adopting the amended Development Compliance and Enforcement Policy will ensure clarity of Council’s current obligations and approach under the Planning, Development and Infrastructure Act 2016.

Regional Implications

There are no known regional implications associated with Council releasing the revised Development Compliance and Enforcement Policy.

Governance Implications


There are no known governance implications associated with Council releasing the revised Development Compliance and Enforcement Policy.

Preferred Option & Reasoning

Option 1 is the preferred option and provides the most suitable response to the 2020-2024 Living in the Town of Walkerville: a strategic community plan.

Attachment

Attachment A	The current 2015 Development Enforcement and Compliance Policy
Attachment B	Draft formatted Development Compliance and Enforcement Policy in the new policy template inclusive of revised legislation.
Attachment C	Draft amended Development Compliance and Enforcement Policy

 <p style="text-align: center;">Development Enforcement and Compliance Policy</p>	
Approved by	Council (CNC141/15-16)
First Approved	20/08/2012 (OM188/12)
Review Frequency	Within 12 months of General Council Elections or Where a change in legislation requires Council to undertake a review
Last Reviewed	19/10/2015
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Document Number	POL2015110099
File	3.63.1.1
Responsible Officer	Manager Planning and Regulatory Services
Policies Related	Building and Swimming Pool Inspection Policy
Applicable Legislation	Development Act Development Regulations Expiations Act

1. Introduction

Local Government is charged with legislative responsibilities which protect individuals and the community as a whole. This includes responsibilities for the safety and amenity of the community's environment under the *Development Act 1993* ('the Act'). Potential unlawful activity may come to the attention of Council through public enquiries or complaints, or through Council officer patrols and inspections. Council has discretion on taking action with respect to any unlawful activity and will do so in accordance with the principles of good governance and administrative practice.

In adopting this Policy, Council has recognised that when laws are made by the Parliament it may be difficult to determine all the circumstances that should give rise to enforcement. Consideration needs to be given to each individual situation having regard to its impact on economic, social, environmental and public safety issues. It is therefore recognised that it is appropriate for Council to apply discretion or common sense in determining when and when not to take enforcement action.

2. Purpose of the Policy

To assist Council officers to act promptly, consistently and effectively in response to allegations of unlawful development activity. It provides workable guidelines on:

- how to assess whether allegations of unlawful activity require investigation;
- options for dealing with unlawful activity; and
- how to decide whether enforcement action is warranted.

3. Defining Enforcement

Council adopts a broad definition of "enforcement", which combines the provision of advice and assisting compliance with formal action where necessary. This is intended to encourage higher levels of voluntary compliance with legal requirements by individuals, businesses and other bodies.

Notwithstanding the above, Council will take immediate action when required (for example to ensure public health and safety or to protect the environment) against those who act unlawfully when circumstances warrant.

4. Principles of Good Enforcement

Enforcement actions are taken within the context of both a legal and policy framework. Council officers will carry out their enforcement related work with due regard to the following principles:

- Proportionality: a proportionate response means that Council's actions will be scaled to the seriousness of the breach;
- Consistency: Council will take a similar approach in similar cases to achieve similar outcomes; and
- Transparency: Council will be open and transparent about the manner in which it undertakes enforcement activities under the Act.

5. Authorisation of Officers

Only officers who are competent by training, qualification and/or experience will be authorised under section 18 of the Act to take enforcement action. Officers will also act in accordance with this, any delegated authority and other relevant Council policies and procedures to ensure a consistent approach to their duties. Any decision to act other than in accordance with Council policies must have approval from the relevant Manager and the reasons for action recorded in accordance with Council's Records Management protocols.

Officers are required to show their authorisations on demand.

6. Decision Making

6.1. Is an investigation required?

Not all allegations of non-compliance with the Act will warrant investigation. Council will consider a range of factors when deciding whether to investigate. These include:

- Is the matter within the jurisdiction of Council and the Development Act?
- Is the complaint premature e.g. does it relate to some unfinished aspect of work that is still in progress?
- Is the activity or work permissible with or without consent?
- If the activity is permissible with consent, is there a consent in place?
- Is it possible to determine from the information available to Council whether the activity or work is permissible without consent and/or whether all conditions of consent are being complied with?
- Is the complaint trivial, frivolous or vexatious?
- Has too much time elapsed since the events the subject of the complaint took place?
- Is there another body that is a more appropriate agency to investigate and deal with the matter?
- Is the activity having a significant detrimental effect on the environment or does it constitute a risk to public safety?
- Does the complaint indicate the existence of a systemic problem e.g. if the complaint is one of a series, could there be a pattern of conduct or a more widespread problem?
- Has the person or organisation complained of been the subject of previous complaints? (i.e. is there a history of non-compliance)
- Does the complaint have special significance in terms of the Council's existing priorities?
- Are there significant resource implications in relation to an investigation and any subsequent enforcement action?
- Is it in the public interest to investigate the complaint? (ie is it trifling?)

Where a decision is made not to investigate a complaint, the decision and reasons will be recorded in accordance with Council's Records Management protocols and the complainant will be advised in writing.

6.2. Factors in choosing an enforcement strategy

In coming to a decision on the most appropriate means of enforcement (and whether any enforcement is required at all), the officer shall apply discretion having regard to the following factors:

- whether the breach or situation (“the Development”) has drawn complaint, and if so, to what extent;
- whether the Development has been implicated in any accident;
- whether the Development is highly visible due to its size, colour, location, illumination etc ;
- the size and scope of the Development, particularly as compared with what might be established “as of right” (i.e. without need for approval);
- the duration (hours) of operation of the Development, if relevant;
- whether the Development is something commonly employed by other like businesses, residences, premises, etc
- whether other nearby businesses, residences, premises, etc and/or competitors employ similar developments;
- how long the Development has been in place before coming to the council’s attention and whether the council is within time to take enforcement action;
- whether the Development is being used for a purpose that is not envisaged by the Development Plan for the relevant area;
- whether the council has given incorrect information or advice or in some other way encouraged the erection of the development;
- whether the Development would likely gain approval if approval was sought; and
- the “seriousness” of this Development relative to other breaches or situations of which the Council is aware (presumably it must prioritise its enforcement resources, targeting the most serious matters first).

The following factors are to be ignored when choosing an enforcement strategy:

- any element of discrimination or bias against the person such as ethnicity, nationality, political association, religion, gender, sexuality or beliefs; and
- possible political advantage or disadvantage to a government, person holding (or a candidate for) public office, or any political group or party.

Where a personal association or relationship with the alleged offender or any other person involved exists:

- an alternative person will make decisions where possible; and
- the facts about any conflict/relationship will be recorded in accordance with Council’s Records Management protocols.

Written documentation will:

- include all the information necessary to make clear what needs to be done to comply with legal requirements, the required time frame and if necessary, the reasons for these actions and potential penalties for failing to comply with the request;
- detail the section/s of the Act contravened, measures necessary to ensure compliance and the consequences of non-compliance; and
- clearly differentiate between legal requirements and recommendations of good practice.

Where a decision is made not to pursue compliance, having exercised discretion in doing so, the decision and reasons, will be recorded in accordance with Council’s Records Management protocols and the complainant will be advised in writing.

6.3. Options for compliance

Where, after having undertaken investigation and exercising an appropriate level of discretion in accordance with this policy, it is determined that on prima facie evidence non-compliance has occurred, Council has various options available to it to seek or promote compliance including:

- explaining legal requirements and, where appropriate, the means to achieve compliance;
- providing an opportunity to discuss points of issue where appropriate;
- allowing reasonable timeframes to achieve compliance and/or waiving or reducing fees;
- facilitating communication between affected parties to achieve a resolution;
- issuing a verbal or written warning; or
- enforcement actions such as issuing an expiation, issuing an order/direction or prosecution (see discussion under part 7 below).

Enforcement decisions must be fair, consistent, balanced and relate to common standards that ensure the public is adequately protected.

7. Enforcement Actions

Officers have a range of enforcement actions available as outlined below. In considering each option, regard should be had to the factors in part 6.2 of this Policy.

7.1. No Action

No action will be taken when, after investigation and exercising an appropriate level of discretion, no breaches of the Act are discovered.

It may also be appropriate to take no action when:

- the complaint is frivolous, vexatious or trivial in nature;
- the alleged offence is outside Council's area of authority;
- taking action may prejudice other major investigations;
- the factors described in part 6.2 of this Policy do not warrant action being taken.

7.2. Informal Action

Informal action to achieve compliance with legislation may include:

- offering verbal or written advice;
- verbal warnings and requests for action; or
- written warnings.

Advice from officers will be put clearly and simply and will be confirmed in writing.

The circumstances in which informal action may be appropriate include:

- the act or omission is not serious enough to warrant formal action;
- the duty holder's past history reasonably suggests that informal action will secure compliance;
- confidence in the individual/other body is high;
- the consequences of non-compliance will not pose a significant risk to health and/or safety; or
- where informal action may prove more effective than a formal approach.

Where statutory action is not possible, but it would be beneficial in a wider public safety context to urge a particular outcome, such action will be taken by a senior officer of Council and the reasons recorded in accordance with Council's Records Management protocols. The recipient will be made aware that the requested actions are not legally enforceable.

7.3. Formal Action

7.3.1. Service of Orders and Directions and Court action

The Act provides for a number of enforcement actions:

- Legally binding directions or orders (for example, section 69 emergency order or section 84 enforcement direction);
- Civil enforcement proceedings under section 85 of the Act;
- Criminal prosecution proceedings under section 49 of the Summary Procedure Act 1921.

Council officers will use professional judgement and discretion to assess the variables relating to each matter under consideration, including the reasonableness of the actions required by an Order/direction and the timeframe to comply.

Only in circumstances such as a threat to life or immediate threat to public health or safety will an Order be made without giving notice of intention. In these circumstances immediate compliance to resolve a situation can be required.

In most cases the person receiving the Order or Direction has a right of appeal to the Environment, Resources and Development Court if the Order or Direction is considered unreasonable. If an Order or Direction is served for which an appeal is possible, Council will advise the recipient in writing of the right to appeal and the relevant legal provisions at the time of serving the Order or Direction.

Where there is evidence that an offence has been committed Council may issue an Expiation Notice or launch a prosecution in addition to serving an Order or Direction. This will only be done where it is determined that the conduct of the recipient justifies taking both steps.

7.3.2. Action in Regard to a Default

Failure to comply with Orders or Directions will incur further enforcement action such as launch of a prosecution.

Where action in regard to a default is provided for by the Act and the necessary work has not been carried out in the time allowed without good reason (for example, section 56 of the Act), Council may undertake the required work. Before doing the work Council will consider whether there is a realistic prospect that the person responsible will complete the work within a reasonable time. Where work in default is undertaken Council will seek to recover all costs over a fair period, using all statutory means available.

The decision to carry out action in default will be made by the Chief Executive Officer or delegate.

Where an offence has been committed Council may issue an Expiation Notice or launch a prosecution in addition to taking action to fulfil an Order or Direction. This will only be done where the conduct of the recipient justifies taking such steps. Factors such as giving false information, the obstruction of Council staff and the harm or risk of harm caused by the recipient's delay will be considered in determining additional enforcement actions.

7.3.3. Service of an Expiation Notice

A person receiving an Expiation Notice is entitled to elect to be prosecuted for the alleged offence. Hence there must be substantial, reliable and admissible evidence that an identifiable person or organisation has committed the alleged offence. In other words, there must be sufficient evidence to prove an offence beyond reasonable doubt.

The following circumstances are likely to warrant an Expiation Notice:

- certain breaches of the Act administered by Council;
- failure to correct an identified problem after having been given reasonable opportunity to do so by an Authorised Officer (informal enforcement action);
- failure to comply with the requirements of an Order or Direction;
- confidence in the individual/other body's likelihood to not re-offend is low; or
- a written warning has been given for a similar offence.

7.3.4. Prosecution

A prosecution will only proceed where there is a reasonable prospect that an offence can be proved beyond reasonable doubt.

The following circumstances are likely to warrant a prosecution:

- a flagrant breach of the law such that public health, safety and welfare have been put at risk;
- the alleged breach is too serious or the risks too great to be dealt with by means of an expiation;
- a failure to correct an identified serious problem after having been given reasonable opportunity to do so;
- it is not possible to rectify a breach (for example, demolition or tree-damaging activity);
- a failure to comply with the requirements of an Order or Direction;
- an established and recorded history of similar offences;
- an unwillingness, on the part of the individual or other body, to prevent a recurrence of the problem; or
- the recovery of the costs of the investigation or remedial work or financial compensation that are required by Council or an aggrieved party.

Where circumstances warrant a prosecution all relevant evidence and information will be considered to enable a consistent, fair and objective decision to be made.

Before a prosecution is recommended there must be substantial, reliable and admissible evidence that an identifiable person or organisation has committed the offence.

A decision to prosecute must be in the public interest. In considering whether prosecution is in the public interest, the following additional factors will be considered:

- whether the offence was premeditated;
- the need to influence the offender's future behaviour;
- the effect on the offender's or witness's physical or mental health, balanced against the seriousness of the offence (i.e. would a prosecution be perceived as a disproportionate response given the offender's circumstances);
- the availability and efficacy of any alternatives to prosecution;
- the prevalence of the alleged offence and the need for deterrence, both personal and general; and
- the likely length, expense and outcome of a trial.

The final decision to prosecute will be made by the Chief Executive Officer.

Development Compliance and Enforcement Policy

Approval Date	19/04/2021
Classification	Council Policy
Responsible Officer	Group Manager Planning, Environment & Regulatory
Relevant Legislation	Planning Development and Infrastructure Act 2016
Related Policies	Nil.
Related Corporate Documents	Nil.
Associated Forms	Nil.
Record Number	TBA
Council Resolution Number	
Last Reviewed 1910/2015	Next Review 19/04/2023

Deleted: Summary Procedure Act 1921

Commented [SK1]: Reflects current legislation

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1. Introduction

1.1. Local Government is charged with legislative responsibilities which protect individuals and the community as a whole. This includes responsibilities for the safety and amenity of the community's environment under the *Planning, Development and Infrastructure Act 2016* ('the Act' (the Act)). Potential unlawful activity may come to the attention of Council through public enquiries or complaints, or through Council officer patrols and inspections. Council has discretion on taking action with respect to any unlawful activity and will do so in accordance with the principles of good governance and administrative practice.

Commented [SK2]: Updated to reflect provisions of the new Act

Deleted: *Development Act 1993*

1.2. In adopting this Policy, Council has recognised that when laws are made by the Parliament it may be difficult to determine all the circumstances that should give rise to enforcement. Consideration needs to be given to each individual situation having regard to its impact on economic, social, environmental and public safety issues. It is therefore recognised that it is appropriate for Council to apply discretion or common sense in determining when and when not to take enforcement action.

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2. Scope

2.1 To assist Council officers to act promptly, consistently and effectively in response to allegations of unlawful development activity. It provides workable guidelines on:

- how to assess whether allegations of unlawful activity require investigation;
- options for dealing with unlawful activity; and
- how to decide whether enforcement action is warranted.

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3. Definitions

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Act	Means the <i>Planning Development and Infrastructure Act 2016</i>
Authorised person	Means a person appointed by a Council as an authorised person in accordance with the Act.
Council	Is a comprehensive term and is to be read, as necessary, as encompassing officers, employees and Elected Members of the Town of Walkerville.

Council adopts a broad definition of “enforcement”, which combines the provision of advice and assisting compliance with formal action where necessary. This is intended to encourage higher levels of voluntary compliance with legal requirements by individuals, businesses and other bodies.

Notwithstanding the above, Council will take immediate action when required (for example to ensure public health and safety or to protect the environment) against those who act unlawfully when circumstances warrant.

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4. Principles

4.1 Enforcement actions are taken within the context of both a legal and policy framework. Council officers will carry out their **compliance and** enforcement related work with due regard to the following principles:

- Proportionality: a proportionate response means that Council's actions will be scaled to the seriousness of the breach;
- Consistency: Council will take a similar approach in similar cases to achieve similar outcomes; and
- Transparency: Council will be open and transparent about the manner in which it undertakes enforcement activities under the Act, and mindful of its responsibilities under the Privacy Act 1988

Commented [SK7]: Proposed amendments to the existing Policy

4.2 Only officers who are competent by training, qualification and/or experience will be authorised under section 210 of the Act to take enforcement action. Officers will also act in accordance with this, any delegated authority and other relevant Council policies and procedures to ensure a consistent approach to their duties. Any decision to act other than in accordance with Council policies must have approval from the relevant Manager and the reasons for action recorded in accordance with Council's Records Management protocols.

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5. Policy

5.1 Is an investigation required?

Not all allegations of non-compliance with the Act will warrant investigation. Council will consider arrange of factors when deciding whether to investigate. These include:

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- Is the matter within the jurisdiction of Council and the **Planning, Development and Infrastructure Act 2016?**
- Is the complaint premature e.g. does it relate to some unfinished aspect of work that is still in progress?
- Is the activity or work permissible with or without consent?
- If the activity is permissible with consent, is there a consent in place?
- Is it possible to determine from the information available to Council whether the activity or work is permissible without consent and/or whether all conditions of consent are being complied with?
- Is the complaint trivial, frivolous or vexatious?

Commented [SK10]: Updated to reflect provisions of the new Act

Deleted: Development Act

- Has too much time elapsed since the events the subject of the complaint took place?
- Is there another body that is a more appropriate agency to investigate and deal with the matter?
- Is the activity having a significant detrimental effect on the environment or does it constitute a risk to public safety?
- Does the complaint indicate the existence of a systemic problem e.g. if the complaint is one of a series, could there be a pattern of conduct or a more widespread problem?
- Has the person or organisation complained of been the subject of previous complaints? (i.e. is there a history of non-compliance)
- Does the complaint have special significance in terms of the Council's existing priorities?
- Are there significant resource implications in relation to an investigation and any subsequent enforcement action?
- Is it in the public interest to investigate the complaint? (ie is it trifling?)

Where a decision is made not to investigate a complaint, the decision and reasons will be recorded in accordance with Council's Records Management protocols and the complainant will be advised in writing where appropriate.

5.2 Options for compliance and enforcement

Where, after having undertaken investigation and exercising an appropriate level of discretion in accordance with this policy, it is determined that on prima facie evidence non-compliance has occurred, Council has various options available to it to seek or promote compliance including:

- explaining legal requirements and, where appropriate, the means to achieve compliance;
- providing an opportunity to discuss points of issue where appropriate;
- allowing reasonable timeframes to achieve compliance and/or waiving or reducing fees;
- facilitating communication between affected parties to achieve a resolution;
- issuing a verbal or written warning; or
- enforcement actions such as issuing an expiation, issuing an order/direction or prosecution (see discussion under part 5.4 below).

Enforcement decisions must be fair, consistent, balanced and relate to common standards that ensure the public is adequately protected

5.3 Factors in choosing a compliance and enforcement strategy

In coming to a decision on the most appropriate means of compliance and enforcement (and whether any enforcement is required at all), the officer shall apply discretion having regard to the following factors:

- whether the breach or situation ("the Development") has drawn complaint, and if so, to what extent;
- whether the Development has been implicated in any accident;

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- whether the Development is highly visible due to its size, colour, location, illumination etc ;
- the size and scope of the Development, particularly as compared with what might be established “as of right” (i.e. without need for approval);
- the duration (hours) of operation of the Development, if relevant;
- whether the Development is something commonly employed by other like businesses, residences, premises, etc
- whether other nearby businesses, residences, premises, etc and/or competitors employ similar developments;
- how long the Development has been in place before coming to the council’s attention and whether the council is within time to take enforcement action;
- whether the Development is being used for a purpose that is not envisaged by the Development Plan for the relevant area;
- whether the council has given incorrect information or advice or in some other way encouraged the erection of the development;
- whether the Development would likely gain approval if approval was sought; and
- the “seriousness” of this Development relative to other breaches or situations of which the Council is aware (presumably it must prioritise its enforcement resources, targeting the most serious matters first).

The following factors are to be ignored when choosing a compliance and enforcement strategy:

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- any element of discrimination or bias against the person such as ethnicity, nationality, political association, religion, gender, sexuality or beliefs; and
- possible political advantage or disadvantage to a government, person holding (or a candidate for) public office, or any political group or party.

Where a personal association or relationship with the alleged offender or any other person involved exists:

- an alternative person will make decisions where possible; and
- the facts about any conflict/relationship will be recorded in accordance with Council’s Records Management protocols.

Written documentation will:

- include all the information necessary to make clear what needs to be done to comply with legal requirements, the required time frame and if necessary, the reasons for these actions and potential penalties for failing to comply with the request;
- detail the section/s of the Act contravened, measures necessary to ensure compliance and the consequences of non-compliance; and
- clearly differentiate between legal requirements and recommendations of good practice.

Where a decision is made not to pursue compliance, having exercised discretion in doing so, the decision and reasons, will be recorded in accordance with Council’s Records Management protocols and the complainant will be advised in writing where appropriate.

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5.4 Compliance and Enforcement Actions

Officers have a range of enforcement actions available as outlined below. In considering each option, regard should be had to the factors in part 5.2 and 5.3 of this Policy.

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5.4.1 No Action

No action will be taken when, after investigation and exercising an appropriate level of discretion, no breaches of the Act are discovered.

It may also be appropriate to take no action when:

- the complaint is frivolous, vexatious or trivial in nature;
- the alleged offence is outside Council's area of authority;
- taking action may prejudice other major investigations;
- the factors described in part 6.2 of this Policy do not warrant action being taken.

5.4.2 Informal Action

Informal action to achieve compliance with legislation may include:

- offering verbal or written advice;
- verbal warnings and requests for action; or
- written warnings.

Advice from officers will be put clearly and simply and will be confirmed in writing. The circumstances in which informal action may be appropriate include:

- the act or omission is not serious enough to warrant formal action;
- the duty holder's past history reasonably suggests that informal action will secure compliance;
- confidence in the individual/other body is high;
- the consequences of non-compliance will not pose a significant risk to health and/or safety; or
- where informal action may prove more effective than a formal approach.

Where statutory action is not possible, but it would be beneficial in a wider public safety context to urge a particular outcome, such action will be taken by a senior officer of Council and the reasons recorded in accordance with Council's Records Management protocols where appropriate. The recipient will be made aware that the requested actions are not legally enforceable.

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5.4.3 Formal Action

5.4.3.1 Service Orders and Directions and Court action

The Act provides for a number of enforcement actions:

- Legally binding directions or orders;
- Civil enforcement proceedings under

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- Criminal prosecution proceedings
- Adverse publicity orders
- Recovery of economic benefit
- Enforceable voluntary undertakings

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Council officers will use professional judgement and discretion to assess the variables relating to each matter under consideration, including the reasonableness of the actions required by an Order/direction and the timeframe to comply.

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Only in circumstances such as ongoing unlawful development, threat to life, irreversible and immeasurable or damage immediate threat to public health or safety will an Order be made without giving notice of intention. In these circumstances immediate compliance to resolve a situation can be required.

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Commented [SK17]: Two proposed amendment to the existing Policy

In most cases the person receiving the Order or Direction has a right of appeal to the Environment, Resources and Development Court if the Order or Direction is considered unreasonable. If an Order or Direction is served for which an appeal is possible, Council will advise the recipient in writing of the right to appeal and the relevant legal provisions at the time of serving the Order or Direction.

Where there is evidence that an offence has been committed Council may issue an Expiation Notice or launch a prosecution in addition to serving an Order or Direction. This will only be done where it is determined that the conduct of the recipient justifies taking both steps.

5.4.4 Action in Regard to a Default

Failure to comply with Orders or Directions may incur further enforcement action such as launch of a prosecution.

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Where action in regard to a default is provided for by the Act and the necessary work has not been carried out in the time allowed without good reason. Council may undertake the required work. Before doing the work Council will consider whether there is a realistic prospect that the person responsible will complete the work within a reasonable time. Where work in default is undertaken Council will seek to recover all costs over a fair period, using all statutory means available.

The decision to carry out action in default will be made by the Chief Executive Officer or delegate.

Where an offence has been committed Council may issue an Expiation Notice or launch a prosecution in addition to taking action to fulfil an Order or Direction. This will only be done where the conduct of the recipient justifies taking such steps. Factors such as giving false information, the obstruction of Council staff and the harm or risk of harm caused by the recipient's delay will be considered in determining additional enforcement actions.

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5.4.5 Service of an Expiation Notice

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A person receiving an Expiation Notice is entitled to elect to be prosecuted for the alleged offence. Hence there must be substantial, reliable and admissible

evidence that an identifiable person or organisation has committed the alleged offence. In other words, there must be sufficient evidence to prove an offence beyond reasonable doubt.

The following circumstances are likely to warrant an Expiation Notice:

- certain breaches of the Act administered by Council;
- failure to correct an identified problem after having been given reasonable opportunity to do so by an Authorised Officer (informal enforcement action);
- failure to comply with the requirements of an Order or Direction;
- confidence in the individual/other body's likelihood to not re-offend is low; or
- a written warning has been given for a similar offence.

5.4.6 Prosecution

A prosecution will only proceed where there is a reasonable prospect that an offence can be proved beyond reasonable doubt. [Guidance may be taken from The Director of Public Prosecutions South Australia, Statement of Prosecutor Policy and Guidelines](#)

Commented [SK18]: Proposed amendments to the existing Policy

The following circumstances are likely to warrant a prosecution:

- a flagrant breach of the law such that public health, safety and welfare have been put at risk;
- the alleged breach is too serious or the risks too great to be dealt with by means of an expiation;
- a failure to correct an identified serious problem after having been given reasonable opportunity to do so;
- it is not possible to rectify a breach (for example, demolition or tree-damaging activity);
- a failure to comply with the requirements of an Order or Direction;
- an established and recorded history of similar offences;
- an unwillingness, on the part of the individual or other body, to prevent a recurrence of the problem: or
- the recovery of the costs of the investigation or remedial work or financial compensation that are required by Council or an aggrieved party.

Where circumstances warrant a prosecution all relevant evidence and information will be considered to enable a consistent, fair and objective decision to be made.

Before a prosecution is recommended there must be substantial, reliable and admissible evidence that an identifiable person or organisation has committed the offence.

A decision to prosecute must be in the public interest. In considering whether prosecution is in the public interest, the following additional factors will be considered:

- whether the offence was premeditated;
- the need to influence the offender's future behaviour;
- the effect on the offender's or witness's physical or mental health, balanced

against the seriousness of the offence (i.e. would a prosecution be perceived as a disproportionate response given the offender's circumstances);

- the availability and efficacy of any alternatives to prosecution;
- the prevalence of the alleged offence and the need for deterrence, both personal and general; and
- the likely length, expense and outcome of a trial.

The final decision to prosecute will be made by the Chief Executive Officer.

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6. Availability of Policy

- 6.1 This Policy will be available for inspection at Council's principal office during ordinary business hours and on Council's website www.walkerville.sa.gov.au
- 6.2 Copies will also be provided to interested members of the community upon request and payment of associated fees in accordance with Council's Schedule of Fees and Charges.

7. Rights of Review

- 7.1 A request for an internal review of decisions made under this policy can be made in accordance with the Town of Walkerville Internal Review of Council Decisions Policy; Internal Review of Council Decisions policy.
- 7.2 A request for an external review of decisions made under this policy can be lodged with office of the Ombudsman SA; <https://www.ombudsman.sa.gov.au/>

Development Compliance and Enforcement Policy

Approval Date	19/04/2021
Classification	Council Policy
Responsible Officer	Group Manager Planning, Environment & Regulatory
Relevant Legislation	<i>Planning Development and Infrastructure Act 2016</i>
Related Policies	Nil.
Related Corporate Documents	Nil.
Associated Forms	Nil.
Record Number	TBA
Council Resolution Number	
Last Reviewed 1910/2015	Next Review 19/04/2023

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1. Introduction

- 1.1. Local Government is charged with legislative responsibilities which protect individuals and the community as a whole. This includes responsibilities for the safety and amenity of the community's environment under the *Planning, Development and Infrastructure Act 2016* ('the Act'). Potential unlawful activity may come to the attention of Council through public enquiries or complaints, or through Council officer patrols and inspections. Council has discretion on taking action with respect to any unlawful activity and will do so in accordance with the principles of good governance and administrative practice.
- 1.2. In adopting this Policy, Council has recognised that when laws are made by the Parliament it may be difficult to determine all the circumstances that should give rise to enforcement. Consideration needs to be given to each individual situation having regard to its impact on economic, social, environmental and public safety issues. It is therefore recognised that it is appropriate for Council to apply discretion or common sense in determining when and when not to take enforcement action.

2. Scope

- 2.1 To assist Council officers to act promptly, consistently and effectively in response to allegations of unlawful development activity. It provides workable guidelines on:
- how to assess whether allegations of unlawful activity require investigation;
 - options for dealing with unlawful activity; and
 - how to decide whether enforcement action is warranted.

3. Definitions

Act	Means the <i>Planning Development and Infrastructure Act 2016</i> (the Act)
Authorised person	Means a person appointed by a Council as an authorised person in accordance with the Act.
Council	Is a comprehensive term and is to be read, as necessary, as encompassing officers, employees and Elected Members of the Town of Walkerville.

Council adopts a broad definition of “enforcement”, which combines the provision of advice and assisting compliance with formal action where necessary. This is intended to encourage higher levels of voluntary compliance with legal requirements by individuals, businesses and other bodies.

Notwithstanding the above, Council will take immediate action when required (for example to ensure public health and safety or to protect the environment) against those who act unlawfully when circumstances warrant.

4. Principles

4.1 Enforcement actions are taken within the context of both a legal and policy framework. Council officers will carry out their **compliance and** enforcement related work with due regard to the following principles:

- Proportionality: a proportionate response means that Council’s actions will be scaled to the seriousness of the breach;
- Consistency: Council will take a similar approach in similar cases to achieve similar outcomes; and
- Transparency: Council will be open and transparent about the manner in which it undertakes enforcement activities under the Act, and mindful of its responsibilities under the Privacy Act 1988

4.2 Only officers who are competent by training, qualification and/or experience will be authorised under section 210 of the Act to take enforcement action. Officers will also act in accordance with this, any delegated authority and other relevant Council policies and procedures to ensure a consistent approach to their duties. Any decision to act other than in accordance with Council policies must have approval from the relevant Manager and the reasons for action recorded in accordance with Council’s Records Management protocols.

5. Policy

5.1 Is an investigation required?

Not all allegations of non-compliance with the Act will warrant investigation. Council will consider arrange of factors when deciding whether to investigate. These include:

- Is the matter within the jurisdiction of Council and the *Planning, Development and Infrastructure Act 2016*?
- Is the complaint premature e.g. does it relate to some unfinished aspect of work that is still in progress?
- Is the activity or work permissible with or without consent?
- If the activity is permissible with consent, is there a consent in place?
- Is it possible to determine from the information available to Council whether the activity or work is permissible without consent and/or whether all conditions of consent are being complied with?
- Is the complaint trivial, frivolous or vexatious?
- Has too much time elapsed since the events the subject of the complaint took place?

- Is there another body that is a more appropriate agency to investigate and deal with the matter?
- Is the activity having a significant detrimental effect on the environment or does it constitute a risk to public safety?
- Does the complaint indicate the existence of a systemic problem e.g. if the complaint is one of a series, could there be a pattern of conduct or a more widespread problem?
- Has the person or organisation complained of been the subject of previous complaints? (i.e. is there a history of non-compliance)
- Does the complaint have special significance in terms of the Council's existing priorities?
- Are there significant resource implications in relation to an investigation and any subsequent enforcement action?
- Is it in the public interest to investigate the complaint? (ie is it trifling?)

Where a decision is made not to investigate a complaint, the decision and reasons will be recorded in accordance with Council's Records Management protocols and the complainant will be advised in writing where appropriate.

5.2 Options for compliance and enforcement

Where, after having undertaken investigation and exercising an appropriate level of discretion in accordance with this policy, it is determined that on prima facie evidence non-compliance has occurred, Council has various options available to it to seek or promote compliance including:

- explaining legal requirements and, where appropriate, the means to achieve compliance;
- providing an opportunity to discuss points of issue where appropriate;
- allowing reasonable timeframes to achieve compliance and/or waiving or reducing fees;
- facilitating communication between affected parties to achieve a resolution;
- issuing a verbal or written warning; or
- enforcement actions such as issuing an expiation, issuing an order/direction or prosecution (see discussion under part 5.4 below).

Enforcement decisions must be fair, consistent, balanced and relate to common standards that ensure the public is adequately protected

5.3 Factors in choosing a compliance and enforcement strategy

In coming to a decision on the most appropriate means of compliance and enforcement (and whether any enforcement is required at all), the officer shall apply discretion having regard to the following factors:

- whether the breach or situation ("the Development") has drawn complaint, and if so, to what extent;
- whether the Development has been implicated in any accident;
- whether the Development is highly visible due to its size, colour, location, illumination etc ;
- the size and scope of the Development, particularly as compared with what might

- be established “as of right” (i.e. without need for approval);
- the duration (hours) of operation of the Development, if relevant;
- whether the Development is something commonly employed by other like businesses, residences, premises, etc
- whether other nearby businesses, residences, premises, etc and/or competitors employ similar developments;
- how long the Development has been in place before coming to the council’s attention and whether the council is within time to take enforcement action;
- whether the Development is being used for a purpose that is not envisaged by the Development Plan for the relevant area;
- whether the council has given incorrect information or advice or in some other way encouraged the erection of the development;
- whether the Development would likely gain approval if approval was sought; and the “seriousness” of this Development relative to other breaches or situations of which the Council is aware (presumably it must prioritise its enforcement resources, targeting the most serious matters first).

The following factors are to be ignored when choosing a compliance and enforcement strategy:

- any element of discrimination or bias against the person such as ethnicity, nationality, political association, religion, gender, sexuality or beliefs; and
- possible political advantage or disadvantage to a government, person holding (or a candidate for) public office, or any political group or party.

Where a personal association or relationship with the alleged offender or any other person involved exists:

- an alternative person will make decisions where possible; and
- the facts about any conflict/relationship will be recorded in accordance with Council’s Records Management protocols.

Written documentation will:

- include all the information necessary to make clear what needs to be done to comply with legal requirements, the required time frame and if necessary, the reasons for these actions and potential penalties for failing to comply with the request;
- detail the section/s of the Act contravened, measures necessary to ensure compliance and the consequences of non-compliance; and
- clearly differentiate between legal requirements and recommendations of good practice.

Where a decision is made not to pursue compliance, having exercised discretion in doing so, the decision and reasons, will be recorded in accordance with Council’s Records Management protocols and the complainant will be advised in writing where appropriate.

5.4 Compliance and Enforcement Actions

Officers have a range of enforcement actions available as outlined below. In considering each option, regard should be had to the factors in part 5.2 and 5.3 of this Policy.

5.4.1 No Action

No action will be taken when, after investigation and exercising an appropriate level of discretion, no breaches of the Act are discovered.

It may also be appropriate to take no action when:

- the complaint is frivolous, vexatious or trivial in nature;
- the alleged offence is outside Council's area of authority;
- taking action may prejudice other major investigations;
- the factors described in part 6.2 of this Policy do not warrant action being taken.

5.4.2 Informal Action

Informal action to achieve compliance with legislation may include:

- offering verbal or written advice;
- verbal warnings and requests for action; or
- written warnings.

Advice from officers will be put clearly and simply and will be confirmed in writing. The circumstances in which informal action may be appropriate include:

- the act or omission is not serious enough to warrant formal action;
- the duty holder's past history reasonably suggests that informal action will secure compliance;
- confidence in the individual/other body is high;
- the consequences of non-compliance will not pose a significant risk to health and/or safety; or
- where informal action may prove more effective than a formal approach.

Where statutory action is not possible, but it would be beneficial in a wider public safety context to urge a particular outcome, such action will be taken by a senior officer of Council and the reasons recorded in accordance with Council's Records Management protocols where appropriate. The recipient will be made aware that the requested actions are not legally enforceable.

5.4.3 Formal Action

5.4.3.1 Service Orders and Directions and Court action

The Act provides for a number of enforcement actions:

- Legally binding directions or orders
- Civil enforcement proceedings under :
 - Criminal prosecution proceedings
 - Adverse publicity orders
 - Recovery of economic benefit
 - Enforceable voluntary undertakings

Council officers will use professional judgement and discretion to assess the variables relating to each matter under consideration, including the reasonableness of the actions required by an Order/direction and the timeframe to comply.

Only in circumstances such as ongoing unlawful development, threat to life, irreversible and immeasurable or damage immediate threat to public health or safety will an Order be made without giving notice of intention. In these circumstances immediate compliance to resolve a situation can be required.

In most cases the person receiving the Order or Direction has a right of appeal to the Environment, Resources and Development Court if the Order or Direction is considered unreasonable. If an Order or Direction is served for which an appeal is possible, Council will advise the recipient in writing of the right to appeal and the relevant legal provisions at the time of serving the Order or Direction.

Where there is evidence that an offence has been committed Council may issue an Expiation Notice or launch a prosecution in addition to serving an Order or Direction. This will only be done where it is determined that the conduct of the recipient justifies taking both steps.

5.4.4 Action in Regard to a Default

Failure to comply with Orders or Directions may incur further enforcement action such as launch of a prosecution.

Where action in regard to a default is provided for by the Act and the necessary work has not been carried out in the time allowed without good reason. Council may undertake the required work. Before doing the work Council will consider whether there is a realistic prospect that the person responsible will complete the work within a reasonable time. Where work in default is undertaken Council will seek to recover all costs over a fair period, using all statutory means available.

The decision to carry out action in default will be made by the Chief Executive Officer or delegate.

Where an offence has been committed Council may issue an Expiation Notice or launch a prosecution in addition to taking action to fulfil an Order or Direction. This will only be done where the conduct of the recipient justifies taking such steps. Factors such as giving false information, the obstruction of Council staff and the harm or risk of harm caused by the recipient's delay will be considered in determining additional enforcement actions.

5.4.5 Service of an Expiation Notice

A person receiving an Expiation Notice is entitled to elect to be prosecuted for the alleged offence. Hence there must be substantial, reliable and admissible evidence that an identifiable person or organisation has committed the alleged offence. In other words, there must be sufficient evidence to prove an offence beyond reasonable doubt.

The following circumstances are likely to warrant an Expiation Notice:

- certain breaches of the Act administered by Council;
- failure to correct an identified problem after having been given reasonable opportunity to do so by an Authorised Officer (informal enforcement action);
- failure to comply with the requirements of an Order or Direction;
- confidence in the individual/other body's likelihood to not re-offend is low; or
- a written warning has been given for a similar offence.

5.4.6 Prosecution

A prosecution will only proceed where there is a reasonable prospect that an offence can be proved beyond reasonable doubt. Guidance may be taken from The Director of Public Prosecutions South Australia, *Statement of Prosecutor Policy and Guidelines*.

The following circumstances are likely to warrant a prosecution:

- a flagrant breach of the law such that public health, safety and welfare have been put at risk;
- the alleged breach is too serious or the risks too great to be dealt with by means of an expiation;
- a failure to correct an identified serious problem after having been given reasonable opportunity to do so;
- it is not possible to rectify a breach (for example, demolition or tree-damaging activity);
- a failure to comply with the requirements of an Order or Direction;
- an established and recorded history of similar offences;
- an unwillingness, on the part of the individual or other body, to prevent a recurrence of the problem: or
- the recovery of the costs of the investigation or remedial work or financial compensation that are required by Council or an aggrieved party.

Where circumstances warrant a prosecution all relevant evidence and information will be considered to enable a consistent, fair and objective decision to be made.

Before a prosecution is recommended there must be substantial, reliable and admissible evidence that an identifiable person or organisation has committed the offence.

A decision to prosecute must be in the public interest. In considering whether prosecution is in the public interest, the following additional factors will be considered:

- whether the offence was premeditated;
- the need to influence the offender's future behaviour;
- the effect on the offender's or witness's physical or mental health, balanced against the seriousness of the offence (i.e. would a prosecution be perceived as a disproportionate response given the offender's circumstances);
- the availability and efficacy of any alternatives to prosecution;
- the prevalence of the alleged offence and the need for deterrence, both personal and general; and
- the likely length, expense and outcome of a trial.

The final decision to prosecute will be made by the Chief Executive Officer.

6. Availability of Policy

- 6.1** This Policy will be available for inspection at Council's principal office during ordinary business hours and on Council's website www.walkerville.sa.gov.au
- 6.2** Copies will also be provided to interested members of the community upon request and payment of associated fees in accordance with Council's Schedule of Fees and Charges.

7. Rights of Review

- 7.1** A request for an internal review of decisions made under this policy can be made in accordance with the Town of Walkerville Internal Review of Council Decisions Policy.
- 7.2** A request for an external review of decisions made under this policy can be lodged with office of the Ombudsman SA: <https://www.ombudsman.sa.gov.au>

DRAFT



Item No: 14.2.3
Date: 19 April 2021
Attachment: A

Meeting: Council

Title: Mobile Food Vendor Policy Report

Responsible Manager: Group Manager Planning Environment & Regulatory Services, Andreea Caddy

Author: Group Manager Planning Environment & Regulatory Services, Andreea Caddy; Manager Property Contracts & Strategic Projects, Scott Reardon.

Key Pillar: Strategic Framework – Key Pillar 6 – Economy – Create the means to enable economic diversity and encourage business opportunities

Key Focus Area: Open Space Strategy

Type of Report: **Decision Required**

Recommendation

1. That Council endorse ‘in principle’ the draft Mobile Food Vendor Policy report, appearing as Attachment A to this report and release the draft policy for public consultation.
 2. That Council authorise Administration to make any changes to the draft Mobile Food Vendor Policy of a minor technical or formatting nature prior to releasing the policy for public consultation.
-

Summary

Following the implementation of the Mobile Food Vendor provisions enacted into the *Local Government Act 1999 (Act)*, Councils were required to conduct a review of suitable locations within their respective jurisdictions to identify areas where Mobile Food Vendors could operate under a Council established permit system.

Administration has now undertaken this review, and has compiled a draft policy and location rules that are applicable to the Township, which are now presented to Council’s for consideration, ‘in principle’ support then release for public consultation.

On the basis that the implementation of this policy and permit system will: assist to Council mitigate / minimise possible nuisances to surrounding residents or businesses; protect the interests of brick and mortar businesses; and further promote the ability for entrepreneurs to operate mobile businesses; it is recommended that Council endorse the recommendations of this report.

Alternatively, should Council so determine to not proceed with adopting this policy, Mobile Food Vendors will maintain the ability to unconditionally operate at locations within the Townships both unregulated and unrestricted.

Background

No previous reports have been submitted to Council regarding the content of this report.

Discussion/Issues for Consideration

Following the commencement of the Mobile Food Vendor provisions now embedded into the *Local Government Act 1999 (Act)*, individual Councils were obligated to identify areas where Mobile Food Vendors could operate under a Council established permit system.

Over the past 18 months Administration has received a small but increasing number of requests from parties seeking to ascertain information about Mobile Food Trading in the Township. These requests have been general in nature, but predominantly pertained to permits and what limitations exist for trade on Council assets (viz. footpaths, carparks or reserves etc).

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

The *Local Government (Mobile Food Vendors) Amendment Act 2017 (SA)* received assent on 22 August 2017 and the provisions came into effect 1 March 2018.¹

The purpose for the implementation of the Mobile Food Vendor (**MFV**) provisions,² were “to remove the burdens and inconsistencies which currently exist for entrepreneurs wanting to establish a food truck business”, and “so that councils retained the power to determine locations of trade, so that a balance between fixed (brick and mortar) premises and mobile food vending businesses was evened out”.

This main functions implemented by the *Local Government (Mobile Food Vendors) Amendment Act 2017 (SA)* required Councils to:

1. develop policy position that directly governed mobile food vendors;
2. establish a permit system that authorises vendors to trade within the Township;³
3. prepare and adopt location rules that set out specific locations within the council area in which mobile food vending businesses may operate;⁴ and
4. to set out conditions that govern food trucks.

S 222 of the Local Government Act 1999

Section 222 of the *Local Government Act 1999* authorises Council to grant a permit to an applicant for the operation of a business activity on Local Government Land / Public Road. Some such business activities include (but are not restricted to):⁵

- carrying on business from a pie-cart (or mobile food vendor) drawn up on the side of the road;
- establishment of a kiosk on the side of a road;
- extending the business of a restaurant or café to outside tables situated on a footpath or roadside;

While the granting of permits under section 222 is generally discretionary, the provisions as they relate to Mobile Food Vendors **require** Council to grant a permit for the purposes of a Mobile Food Vending business when a vendor intends to operate on either Local Government Land or a Road owned/operated by Council. For the purpose of clarity, Local Government Land means all land owned by a Council or under its care, control and management,⁶ and a Road means any road or land owned by a Council.⁷

¹ South Australian Government Gazette, 14 November 2017. p.4580,

https://governmentgazette.sa.gov.au/sites/default/files/public/documents/gazette/2017/November/2017_076_0.pdf

² Second Reading Speech, Legislative Council 1 March 2017,

<http://hansardpublic.parliament.sa.gov.au/Pages/HansardResult.aspx#/docid/HANSARD-10-20183>

³ *Local Government Act 1999 (SA)*, s 222 (1a).

⁴ *Local Government Act 1999 (SA)*, s 225A (1).

⁵ *Local Government Act 1999 (SA)*, s 222 (1).

⁶ *Local Government Act 1999 (SA)*, s 4.

⁷ *Local Government Act 1999 (SA)*, s 4.

Proposed Draft Policy Provisions

The *Food Act 2001* requires the food business to register their details, proposed activity and location with Council while also seeking independent advice in relation to any planning implications associated with food production and service.

In assessing a general MFV permit application, the applicant will be required to supply the following minimum level of documentation to Council:

- a detailed site plan for the intended locations showing:
 - the mobile food vehicle and proposed layout, including dimensions, service window, counter, power source etc;
- the size and weight dimensions of the vehicle;
- elected term for the MFV permit (ie 1 x week, 1 x month 1 x season etc);
- evidence of current Public and Product Liability Insurance to the value of \$20,000,000;
- information on whether tables, chairs and/or signage will be used;
- evidence of:
 - the submission of a Food Business Notification Form has been submitted to Council;
 - the location where:
 - vehicle is ordinarily housed;
 - where most of the food preparation and food handling occurs;

In additional, if the MFV seeks to operate at a community event, the following additional information will be sought:

- proximity to public toilets, waste management infrastructure and access to shade in inclement weather;
- how the applicant will mitigate any impact to irrigated lawns, reserves and/or ovals.

Applicable Controls

Section 222 of the *Local Government Act 1999* prescribes an expiation fee of \$210 for operating a business on a public road and/or footpath without an approved permit.⁸

Additionally By-Law No.2 regulates the use of local government land for business purposes and states that “a person must not on any local government land, without the permission of Council sell anything or display anything for sale”.⁹

By-Law No.1 (Penalties and Permits) states that any person who contravenes, or fails to comply with any by-law of the Council is guilty of an offence and is liable to the maximum penalty referred to in the *Local Government Act 1999*, which may be fixed for offences against a by-law.¹⁰ The current expiation fee is set at \$187.50 per offence.

Community Consultation

It is expected that the public consultation will be conducted between **26 April 2021 and 21 May 2021** (inclusive), and in accordance with Council’s current *Community Engagement and Consultation Policy* detailed information about the draft policy will be placed:

- on Council’s website ‘Open For Consultation’ page and social media pages;
- in the Weekly Round Up during the term of the consultation;

⁸ *Local Government Act 1999* (SA), s 222 (1).

⁹ Town of Walkerville By-Law No.2 [4.27] (Local Government Land).

¹⁰ Town of Walkerville By-Law No.1 [6.1] (Permits and Penalties)

- available for review and collection at the Civic Centre 66 Walkerville Tce, Gilberton.

Options for Consideration

Option 1

1. That Council endorse 'in principle' the draft Mobile Food Vendor Policy report, appearing as Attachment A to this report, and release the draft policy for public consultation;
2. That Council authorise Administration to make any changes to the Mobile Food Vendor Policy of a minor technical or formatting nature prior to releasing the policy for public consultation.

Option 2

That Council directs Administration to take the following alternate actions or make the following amendments to the policy:

- _____
- _____

Analysis of Options

Option 1 not only ensures compliance with the requirements of the *Local Government Act 1999* but also galvanises an Administrative position when confronted with complaints against non-compliance with the Policy. Currently, in the absence of a Policy, the impacts of a MFV operating on Council infrastructure, including residential streets becomes the collective remit of SAPOL (unsavoury behaviours associated with late night antics, consumption of alcohol, excessive noise) and Council, dumped food and beverage litter on verges, parking infringements, the potential of waste water disposal etc.

Historically, the Town of Walkerville has provided overt support to MFV only for events hosted by the Council such as the Christmas Fair. The reason for this is to ensure the existing traders within the Township are not disadvantaged in any way by the regular presence of itinerant food vendors, free food, beverage give-aways and voucher distribution in the Walkerville Terrace precinct.

The concept of activating the public realm is a sound basis for the management of destination precincts such as main streets or sporting reserves. Supporting vibrant streets and public places as a part of daily life throughout the year results in places that are inviting to the community. This in turn results in increased foot traffic and economic investment into the immediate precinct.

Financial Implications

Should Council adopt Option 1, a fee schedule of the costs associated with the different permits will be presented to Council with a subsequent report following the closure of the community consultation, and then will be reflected in the Council's Fees and Charges, in the 2021/22 Financial Year.

Community Implications

In the absence of appropriate internal processes and policies, the community perception of an increased presence of MFV in their locality may be negative. A mobile food vending vehicle may be a van, truck, cart or bike. The decrease of parking availability on residential streets is likely to cause tension in areas where on street parking availability is a scarce asset.

When introducing MFV to a historic and primarily residential township, it is critical that clear guidelines are set in place to ensure erosion of the Township's character is not enabled by allowing the operation of these services. Mobile food vending locations should be identified and mapped to ensure they relate to their immediate surroundings, protect and enhance the urban, heritage and streetscape appearance and character and support community events and public realm activation.

Regional Implications

Like all Councils, the Cities of Prospect,¹¹ Norwood Payneham St Peters,¹² Campbelltown,¹³ Burnside,¹⁴ Unely,¹⁵ and the City of Adelaide¹⁶ regularly welcome MFV activities in their main streets, laneways and public reserves. While by comparison, the Town of Walkerville has a significantly smaller footprint with a reduced number of food businesses, the implementation of the MFV Policy will ensure a consistent approach toward MFV throughout the Eastern Region.

Governance Implications

The power to issue a mobile food vending permit under Section 222 of the *Local Government Act 1999* is delegated to relevant Town of Walkerville officers. Council can reject an application if the proposed vehicle dimensions would unduly restrict the use of public roads and adversely impact on shared trading locations. Additionally, any disqualification from another Council or outstanding fees with another Council may result in a permit not being issued. Council would conduct unannounced inspections to determine compliance with the conditions of permit, *Local Government Act*, *the Food Act 2001* and Food Safety Standards.

Preferred Option & Reasoning

The Town of Walkerville does not have a current policy that governs Mobile Food Vendors operating within the Township, nor location rules and an active permit system which are required under the *Local Government Act 1999*. In the event that Council remains silent on this current policy position, Mobile Food Vendors will maintain the ability to unconditionally operate at any parking allotment / location within the Townships both unregulated and unrestricted

Option 1 is the preferred option as it results in the consultation of an important Policy position, removes the burdens and inconsistencies which currently exist for entrepreneurs wanting to establish a food truck business, but allows Council to retain the power to determine appropriate locations of trade, so that the operation of fixed (brick and mortar) premises and mobile food vending businesses is balanced.

¹¹ https://www.prospect.sa.gov.au/_data/assets/pdf_file/0021/107319/Draft-Mobile-Food-Vendor-Location-Policy-Policy-Under-Review.pdf

¹² https://www.npsp.sa.gov.au/directory_documents/221_mobile_food_vendor_guidelines_and_form

¹³ <https://www.campbelltown.nsw.gov.au/Business/OperatingYourBusiness/foodbusinesses/mobilefoodvehicles>

¹⁴ <https://www.burnside.sa.gov.au/Planning-Business/Business-in-Burnside/Business-Planning-Development/Outdoor-Trading/Mobile-Food-Vending-Permit-Application>

¹⁵ <https://www.unley.sa.gov.au/files/assets/public/forms-amp-applications/mobile-food-vendor-location-rules.pdf>

¹⁶ <https://www.cityofadelaide.com.au/business/permits-licences/mobile-food-vendors/>

Mobile Food Vendor Policy

Approval Date	Click or tap to enter a date.
Classification	Council Policy
Responsible Officer	Group Manager Planning, Environment & Regulatory
Relevant Legislation	<i>Local Government Act 1999; Food Act 2001; Local Nuisance and Litter Control Act 2016</i>
Related Policies	Nil
Related Corporate Documents	Community Land Management Plans
Associated Forms	Mobile Food Vendor Application Form
Record Number	Click or tap here to enter text.
Council Resolution Number	
Last Reviewed	Click or tap to enter a date.
Next Review	Click or tap to enter a date.

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1. Introduction

1.1. The Mobile Food Vendor Policy (the “Policy”) outlines the:

1.1.1. prominent Local Government Land locations within the Town of Walkerville where a Mobile Food Vendor (MFV) may elect to operate from following the submission of an application and issuing of an approved permit; and

1.1.1 allows for further locations both on Local Government Land and Public Roads to be utilised subject to application and Council’s discretionary approval.

1.2. It is an offence under Council’s By-laws to operate a business on Local Government land without expressed the permission of Council. An application must be made to Council where a mobile food vendor wishes to operate on any Local Government Land with in the Township.

1.3. Pursuant to section 222 of the *Local Government Act 1999* a person must not use a public road for business purposes (including operating a mobile food vending business) without expressed permission from Council by way of a permit. While section 222 (1a) of the Act requires Council to grant a permit to authorise a mobile food vending business to operate on a public road, Council is not obligated to do so if the vehicle proposed business would unduly obstruct the use of roads in a manner that cannot be adequately addressed by conditions under section 224 of the Act

2. Scope

2.1. For the avoidance of doubt, the Mobile Food Vendor Policy and associated Location Rules apply uniformly across Town of Walkerville.

3. Definition

Act	Means the <i>Local Government Act 1999</i>
Council	Means the Corporation of the Town of Walkerville
Event space	Means any land (that may be a public road) on which an organised event is being conducted. It does not include a public road (or any part of that road) that is simply located adjacent to the land on which an event is being conducted.
Fixed food business	a business the primary purpose of which is the retail sale of food or beverages that is carried on at fixed premises.
Local Government land	Means all land vested in or under the care, control and management of the Council except a road.
Mobile food vending business	Means a business involving the sale of food or beverages from a vehicle
Organised event	an event of any kind (sporting, community, charity etc.) that is being conducted on a public road that is either run by the Council or has been approved by the Council and is open to the public

	or a select portion of the public (i.e. ticketholders). For example, a street market.
Permit Holder	a person who holds a MFV permit
Road	has the same meaning as 'public road' under the Act and includes a footpath.
Same food offering	Means where a fixed food business sells or offers for sale the same generic type of food product (excluding, with the exception of coffee products, beverages of any kind and distinct from the same type of cuisine) that is sold or offered for sale by the mobile food vending business.
Vehicle	has the same meaning as under the <i>Road Traffic Act 1961</i>

4. Policy Statement

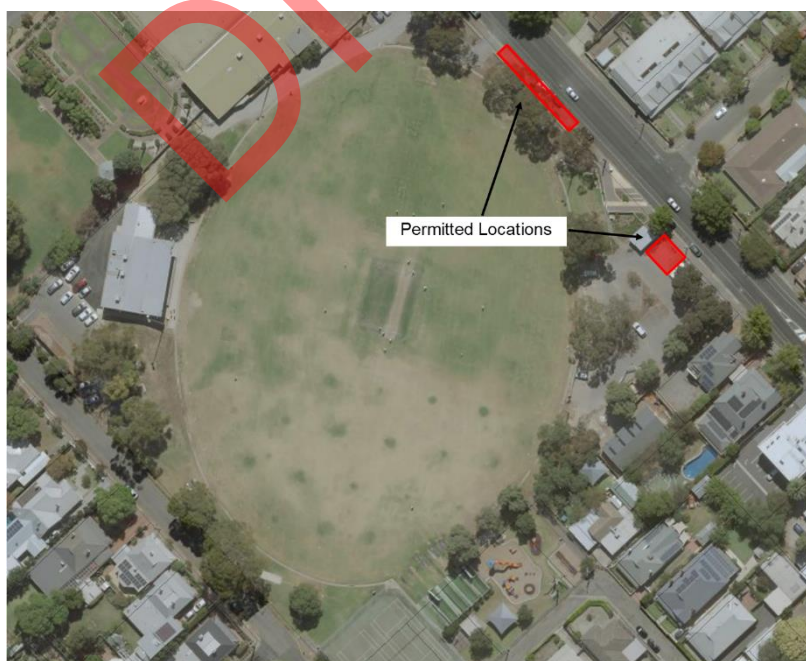
- 4.1 Council has determined that a Permit Holder may operate a mobile food vending business from an approved location subject to compliance with the Location Rules and conditions.

5. Location Rules

It is the responsibility of the Permit Holder to comply with these Location Rules.

- 5.1. A mobile food vending business may elect to operate from one of the following prominent locations:

5.1.1 Walkerville Oval



5.1.2 Howie Reserve



- 5.2 Alternatively, an application may be submitted to Council seeking to operate from an alternate nominated location within the Township. It must be noted however that any such approval will be at the sole discretion of Council.
- 5.3 In the event a Mobile Food Vendor is retained to cater a private function at a private residence, a Permit is required when any part of the mobile food business parks on, occupies or utilises a public road or Local Government Land.
- 5.4 Council reserves the right to refuse, suspend, cancel or vary an application, or to impose any further additional conditions/restrictions to an existing Permit it so deems necessary to protect the amenity of the area and the interest of the community.
- 5.5 A mobile food vending business must not operate:
- 5.5.1 within 50 metres of a fixed food business (with the same food offering) during such times that the fixed food business is open to the public unless the Permit Holder has first obtained the written consent of the fixed food business to operate in closer proximity and a copy of that consent has been provided to Council; or
 - 5.5.2 within 100 metres of a school except on weekends, public holidays and/or during school holidays; or
 - 5.5.3 while an organised event is taking place, on any road that is part of the eventspace (whether or not the road has been closed to vehicular traffic for that event) unless:
 - 5.5.3.1 in the case of a Council event, the Permit Holder has received approval from the Council to operate within the event space; and
 - 5.5.3.2 in all other cases, the Permit Holder has received approval from the event operator to operate within the event space and the mobile food vending business is operated in accordance with the relevant permit issued to the event

operator by the Council.

- 5.6 A mobile food vending business must not operate on the same side of a road that is directly in front of residential premises without the written consent of the occupier of the premises.

Note: a mobile food vending business may operate on the side of a road that is directly opposite from a residential premises. For example, if it is directly in front of an oval.

- 5.7 A mobile food vending business must only operate during the following hours:

5.7.1 between 8:00 am and 8:00 pm during Daylight Savings; and

5.7.2 between 9:00 am and 6:30 pm any other time.

- 5.8 Food and beverages from a mobile food vending business:

5.8.1 may only be served onto a footpath provided that a clear path of at least 1.2 metres is maintained for pedestrians at all times; and

5.8.2 must not be served from the rear of the vehicle unless specifically designed to do so.

- 5.9 A mobile food vending business and the vehicle from which it operates must not be situated or parked in one location for more than 24 hours (regardless of whether or not the business is operating).

- 5.10 Unless the MFV Permit provides to the contrary, a Permit Holder must not erect any structures, place any objects (not including a vehicle) or install any permanent fixtures or fittings on Local Government Land or a road in connection with the mobile food vending business without the written permission of the Council.

- 5.11 A Permit Holder must select a location for operating the mobile food business that takes into account the effect of the operation of the mobile food vending business on:

5.11.1 vehicles and pedestrian traffic, footpaths, driveways, access points to buildings and parking areas for people with disabilities;

5.11.2 the requirements relating to, and availability of, parking spaces at that location; and residents and businesses in the location and its vicinity;

- 5.12 The Permit Holder must select a location for operating the mobile food business that does not unduly interfere with:

5.12.1 vehicles driven on roads;

5.12.2 vehicles parking or standing on roads;

5.12.3 a parking area for people with disabilities (within the meaning of rule 203 (2) of the Australian Road Rules);

5.12.4 public transport and cycling infrastructure (including bus zones, taxi zones and bike lanes);

5.12.5 other road related infrastructure; or

5.12.6 infrastructure designed to give access to roads, footpaths and buildings.

6. Availability of Policy

6.1. This Policy will be available for inspection at Council's principal office during ordinary business hours and on Council's website www.walkerville.sa.gov.au

6.2. Copies will also be provided to interested members of the community upon request and payment of associated fees in accordance with Council's schedule of fees and charges.

7. Review

7.1. This Policy will be reviewed every three (3) years or otherwise as required.

7.2. Any queries or questions regarding this Policy should be directed to the Group Manager Planning, Environment & Regulatory Services or by emailing walkerville@walkerville.sa.gov.au

7.3. Council may deviate from this policy by way of Council resolution.

7.4. Any complaints regarding a decision made in accordance with this policy may be directed to Council or to the Chief Executive Officer in accordance with section 270 of the *Local Government Act 1999*. The complaint will be considered under the Internal Review of Council's Decisions Policy.

7.5. Pursuant to section 270 (7) of the *Local Government Act 1999*, a formal request for review does not prevent a complaint being made to the Licensing Authority and/or Ombudsman at any time.

Meeting:	Council
Title:	Use of Council Parks, Gardens, Reserves and Open Space Policy Review – Consultation Feedback
Responsible Manager:	Group Manager Assets & Infrastructure, Ben Clark
Author:	Manager Property Contracts & Strategic Projects, Scott Reardon
Key Pillar:	Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation
Key Focus Area:	Financial Guiding Principle 4 – Robust and transparent allocation and prioritisation of resources
Type of Report:	Decision Required

Recommendation

1. That Council receives and notes the Use of Parks, Gardens, Reserves and Open Space Policy – Consultation Feedback report and adopts the revised Use of Parks, Gardens, Reserves and Open Space Policy, appearing as Attachment A, for operational commencement.
 2. That Council authorise Administration to make any changes to the Use of Parks, Gardens, Reserve and Open Spaces Policy of a minor technical or formatting nature.
-

Summary

The Town of Walkerville first adopted its Use of Council Parks, Gardens, Reserves and Open Space Policy in December 2003 to set out terms of reference for the exercise of Council's powers, assessment mechanisms and intervention rights for the management of Council Land as it relates to private events/functions held thereon.

This policy has been reviewed and at their Ordinary Meeting of February 2021 Council resolved (**CNC280/20-21**) to release the draft for public consultation. The public consultation was conducted between 22 February 2021 and 16 March 2021 (inclusive) and at the conclusion of the consultation **one** submission was received from the public.

Noting this, it is recommended that Council endorse the recommendations of this report and adopt the policy for operational commencement.

Background

At their Ordinary Meeting of 18 July 2016 Council resolved:

CNC11/16-17

That Council adopts the amended Use of Council Reserves, Parks, Gardens, Memorial Gardens and Open Space Policy as detailed in Attachment A.

CNC280/20-21

1. *That Council receives and notes the Use of Parks, Gardens, Reserves and Open Space Policy Review report.*
2. *That Council release the Use of Parks, Gardens, Reserves and Open Space Policy, appearing as Attachment A to this report, for public consultation.*
3. *That Council authorise Administration to make any changes to the Use of Parks, Gardens, Reserves and Open Space Policy of a minor technical or formatting nature prior to releasing the policy for public consultation.*

Discussion/Issues for Consideration

The Town of Walkerville first adopted its Use of Council Parks, Gardens, Reserves and Open Space Policy in December 2003 in order to establish terms of reference for the exercise of Council's powers, assessment mechanisms and intervention rights for the management of Council Land as it relates to private events/functions held thereon.

The policy was reviewed and updated in July 2016 where only minor operational amendments were made.

Following the recent 2020/21 review of Council's Community Land Management Plans, Administration conducted a review of the Use of Council Parks, Gardens, Reserves and Open Space Policy to ensure consistency between the two.

The reviewed draft Policy was presented to Council at their Ordinary Meeting of February 2021 where Council resolved (**CNC280/20-21**) to release the draft for public consultation. Following the closure of the community consultation, the draft policy is now represented to Council with the community's feedback for consideration.

Public Consultation & Community Response

The public consultation was conducted between 22 February 2021 and 16 March 2021 (inclusive), and in accordance with Council's current *Community Engagement and Consultation Policy*:

- detailed information about the draft policy was placed on Council's website 'Open For Consultation' page and social media pages;
- detailed information about the proposal was placed in the Weekly Round Up 19 February 2021,¹ 26 February 2021, 5 March 2021, and 12 March 2021.

Upon conclusion of the consultation **one** submission was received from the public. The feedback appears as Attachment B to this report.

While the feedback predominantly outlines concerns relating to noise management, Administration considers conditions for noise management should be imposed on a case-by-case basis instead of imposing an overall blanket restriction. On this basis, noise management can be adequately covered under Clauses 5.2 and 5.3 of the proposed policy.

It is therefore recommended that policy be adopted in its current format.

¹ https://www.walkerville.sa.gov.au/_data/assets/pdf_file/0032/844565/Weekly-Round-Up-19-February-2021.pdf

Options for Consideration

Option 1

1. That Council receives and notes the Use of Parks, Gardens, Reserves and Open Space Policy – Consultation Feedback report and adopts the revised Use of Parks, Gardens, Reserves and Open Space Policy, appearing as Attachment A, for operational commencement.
2. That Council authorise Administration to make any changes to the Use of Parks, Gardens, Reserve and Open Spaces Policy of a minor technical or formatting nature.

Option 2

That Council directs Administration to make the following amendments to the draft Use of Parks, Gardens, Reserves and Open Space Policy:

- _____
- _____

Analysis of Options

Option 1 delivers an updated policy that reflects Council's powers as they relate to the management of Community Land and events.

Financial Implications

There are no perceived financial implications associated with this report.

Community Implications

There are no perceived community implications associated with this report. However, the revised policy outlines Council's intentions and ability to regulate private functions/events on Community Land and protect the interests of the community.

Regional Implications

There are no perceived regional implications associated with this report.

Governance Implications

The adoption of the amended Use of Council Reserves, Parks, Gardens and Open Space Policy enables Council to meet its obligations under the *Local Government Act 1999* and ensures operational consistency with the Town of Walkersville's Community Land Management Plans.

Preferred Option & Reasoning

Option 1 is the preferred option on the basis that it delivers a revised policy that is consistent with the current legislation and management plans.

Attachment

Attachment A	Draft Use of Council Reserves, Parks, Gardens and Open Space Policy
Attachment B	Consultation Feedback

Use of Council Parks, Gardens, Reserves and Open Space Policy

Approval Date	/ /2020
Classification	Council Policy
Responsible Officer	Group Manager Assets & Infrastructure
Relevant Legislation	<i>Local Government Act 1999</i>
Related Policies	Nil
Related Corporate Documents	Community Land Management Plans
Associated Forms	Special Event Permit
Council Resolution Number	
Last Reviewed	18/07/2016
Next Review	Click or tap to enter a date.

1. Introduction	1
2. Purpose	1
3. Scope	1
4. Definitions	1
5. Policy Statement	1
6. Availability of Policy	3
7. Review	3

1. Introduction

- 1.1 The Town of Walkerville is an inner eastern Council jurisdiction which maintains a total of 43 parks, gardens, reserves and open spaces (totalling approximately 314,446m²) across the entire Township for the community.¹
- 1.2 Council is committed to providing equitable access to its parks, gardens, reserves and open spaces for both active and passive recreation, as well as occasional hire, and seeks to encourage interaction with these sites by all members of the community.

2. Purpose

- 2.1 The purpose of this policy is to promote access to, use of and engagement with parks, gardens, reserves and open spaces within the Town of Walkerville, and sets out the terms of reference for the exercise of Council's powers, assessment mechanisms and intervention rights for the management of Council Land in accordance with the Town of Walkerville's By-Laws, Community Land Management Plans, and Special Event Permit application conditions.

3. Scope

- 3.1 This policy and the provisions therein apply to all parks, reserves and open spaces within the Township.

4. Definitions

Act	Unless otherwise stated, means the <i>Local Government Act 1999</i> .
Council	Means the Corporation of the Town of Walkerville.
Community / Council Land	Means all roads, footpaths, buildings, land, reserves, open spaces and/or assets as owned by or under the care and control of the Council.

5. Policy Statement

- 5.1 To ensure all members of the community enjoy unrestricted use of parks, gardens, reserve and open spaces no part of a Council Land may be used for an organised function or event unless:
- 5.1.1 A Lease, Licence and/or Special Event Permit² has been approved authorising use of the land for a function or event; and/or

¹ Town of Walkerville Community Land Register, https://www.walkerville.sa.gov.au/_data/assets/pdf_file/0027/752373/Community-Land-Register-and-Community-Land-Management-Plans-2020.pdf

² https://www.walkerville.sa.gov.au/_data/assets/pdf_file/0028/317575/Special-Event-Permit.pdf

- 5.1.2 A special exemption is made by Council for a proposed activity or event when Council deems it to have significant community or environmental benefit.
- 5.2 Following the lodgement of an application and payment of any associated fees, any such approval to use a park, garden, reserve and/or open space will be subject to the following minimum conditions:
- 5.2.1 Noise levels are kept to a minimum;
- 5.2.2 Cars are not to be driven onto any Council park, garden or reserve under any circumstances;
- 5.2.3 The park, garden and/or reserve must be left in the condition they were found in;
- 5.2.4 Due to existing subterranean irrigation and infrastructure, the use of ground surface penetrating umbrellas and/or marquees is not permitted unless otherwise explicitly approved by Council in writing;
- 5.2.4.1 In order to consider and support an applicant's request to erect a ground surface penetrating umbrella and/or marquee, Council may request a site map, additional information and/or have a staff member attend site on the day of the event/function (at the expense of the applicant) to ensure the umbrella or marquee is erected safely and in an appropriate location.
- 5.2.5 The use of confetti or rice is prohibited during wedding ceremonies. Flower petals are however permitted for use.
- 5.2.6 The consumption of alcohol for an organised event is not permitted on Council Land without prior application to and approval by Consumer and Business Services.
- 5.3 Council reserves the right to impose any further additional conditions/restrictions it so deems necessary to protect the amenity of the area and the interest of the community.
- 5.4 Groups seeking to use the Memorial Gardens for wedding ceremonies and/or photographs do so on the clear understanding that they do not have a right to exclude other persons from any part of the gardens.
- 5.5 Parties or wedding receptions are NOT permitted in the Memorial Gardens.

- 5.6 Opportunity to use the Memorial Gardens and Soldiers War Memorial Reserve (or any other nominated park, garden or reserve) on both Anzac Day and Remembrance Day each year will be restricted due to Council sponsored services.
- 5.7 General users of Council's parks, gardens and reserves are requested to minimise the nuisance and inconvenience to adjacent residents
- 5.8 Persons using any of Councils parks, gardens, reserves and /or open spaces do so at their own risk. The Council accepts no liability for loss, damage and injury whatsoever which may be brought or made or claimed against it or any of its servants or agents arising out of or in relation to the use of any of Councils Land.

6. Availability of Policy

- 6.1 This Policy will be available for inspection at Council's principal office during ordinary business hours and on Council's website www.walkerville.sa.gov.au
- 6.2 Copies will also be provided to interested members of the community upon request and payment of associated fees in accordance with Council's schedule of fees and charges.

7 Review

- 7.1 This Policy will be reviewed every three (3) years or otherwise as required.
- 7.2 Any queries or questions regarding this Policy should be directed to the Group Manager Assets and Infrastructure or by emailing walkerville@walkerville.sa.gov.au
- 7.3 Council may deviate from this policy by way of Council resolution.
- 7.4 Any complaints regarding a decision made in accordance with this policy may be directed to Council or to the Chief Executive Officer in accordance with section 270 of the *Local Government Act 1999*. The complaint will be considered under the Internal Review of Council's Decisions Policy.
- 7.5 Pursuant to section 270(7) of the *Local Government Act 1999*, a formal request for review does not prevent a complaint being made to the Licensing Authority and/or Ombudsman at any time.

Scott Reardon

From: fred meyer <fred.meyer@hotmail.com>
Sent: Tuesday, 16 March 2021 4:18 PM
To: Walkerville at Walkerville Council
Subject: CN202172899 - 40.5.9.4 - Use of Council Parks, Gardens, Reserves and Open Space Policy Review - Submission

Categories: EasyRecordsAutoDisposal

Sent from [Mail](#) for Windows 10
The Chief Executive Officer
Town of Walkerville
66 Walkerville Terrace
GILBERTON 5081
walkerville@walkerville.sa.gov.au

RE: Use of Council Parks, Gardens, Reserves and Open Space Policy Review - Submission.

With increasing residential density being promoted by both State and Federal Governments it is pleasing to see Council is active in planning for more intensive community use of Passive Open Space. This important community asset will only increase in significance.

More intensive use of these areas is encouraged, and Council's Draft Policy is seen as an important step to ensure their use complements adjoining land uses.

My experience is mainly with the Soldiers' Memorial Garden and Reserve, and the issue of noise is one aspect that could be better managed. The Draft Policy (Clause 5) encourages Noise levels to be kept to a minimum and requests General Users to minimise any nuisance and inconvenience to adjacent residents. These measures have broad community support but are considered too open to varied interpretation in practice.

It is suggested that any amplified music/speech should require Council Approval. In the past structured activities have had little regard for adjacent residents by playing loud amplified and distorted music. Also verbal instructions have been given over low quality distorting equipment. More precise guidelines in an efforts to manage this behaviour would be appreciated.

Council's planning staff would be well equipped to provide a meaningful set of guidelines to achieve a balanced outcome that would suite all parties.

Thank you for the opportunity to comment. Council's efforts to make Walkerville a better place to live is always encouraged.

Regards,
Fred Meyer



16/03/2021

Meeting:	Council
Title:	Draft Notification Policy - Accredited Professionals Report - Consultation Feedback
Responsible Manager:	Group Manager Planning Environment & Regulatory Services, Andreea Caddy
Author:	Senior Planner, Carly Walker
Key Pillar:	Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation
Key Focus Area:	Financial Guiding Principle 4 – Robust and transparent allocation and prioritisation of resources
Type of Report:	Decision Required

Recommendation

1. That Council receive and note the Draft Policy of Notification - Accredited Professionals – Consultation Feedback Report and adopt the Notification Policy – Accredited Professionals found in Attachment A.
2. That Council authorise Administration to make any changes to the Notification Policy - Accredited Professionals of a minor technical or formatting nature.

Summary

This report seeks Council's endorsement of draft Policy of Notification – Accredited Professionals, acknowledging that no submissions were received during the public consultation process.

Background

At the Ordinary Meeting of Council held on 15 February 2021, Council resolved:

CNC285/20-21

1. *That Council receive and note this report and the Draft Policy of Notification - Accredited Professionals found in Attachment A.*
2. *That Council endorse the Draft Notification Policy - Accredited Professionals found in Attachment A to be released for public consultation in accordance with Council's Community Engagement and Consultation Policy.*

The policy seeks to ensure that accredited professionals maintain their accreditation and notify Council of any changes. It also gives the CEO the authority to deal with any lapse or loss of accreditation as they see fit.

Consultation commenced at 9am on Monday 22 February and closed at 5pm on Tuesday 16 March 2021.

Consultation involved the following:

- Circulation in the Weekly Round Up; and
- Public consultation desk at the front counter.

Discussion/Issues for Consideration

Upon the close of the Consultation, no submissions had been received from the public. Notwithstanding this lack of feedback, Administration has taken this period of time to reflect on the content of the Policy and the clarity it provides around the costs associated with the process of and maintaining Professional Accreditation.

In doing so, Administration has revised the Policy to ensure it is explicit in its position that all Accreditation costs pertaining to Council Administration staff, (where Professional Accreditation is a requirement of the role to be fulfilled) will be covered by Council.

Furthermore, the Policy is clear in the expectation of all external consultants (including Council Assessment Panel members, except for Elected Members for whom Professional Accreditation is not a requirement) are expected to cover all costs associated with the attainment and maintenance of their Professional Accreditation for the purposes of their provision of professional services to Council.

Options for Consideration

Option 1

1. That Council receive and note the Draft Policy of Notification - Accredited Professionals – Consultation Feedback Report and adopt the revised Policy of Notification - Accredited Professionals found in Attachment A.
2. That Council authorise Administration to make any changes to the Notification Policy - Accredited Professionals of a minor technical or formatting nature.

Option 2

1. That Council receive and note this report and the Draft Accredited Professionals Policy found in Attachment A.
2. That Council authorise Administration to make any changes to the Notification Policy - Accredited Professionals of a minor technical or formatting nature, subject to the following amendments:
 - a.
 - b.
 - c.

Analysis of Options

Option 1 seeks to endorse the Revised Policy of Notification – Accredited Professionals for public consultation without any amendments whilst Option 2 seeks to endorse the Revised Policy for public consultation subject to amendments as the Council sees fit.

Financial Implications

The cost of Accreditation for individual Council Administration is set by the *Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019*. Level 1 Accreditation, for the position of Assessment Manager is set at \$760 and all other levels are set at \$560, all costs are per

annum. These costs are covered by the Professional Development budget line. There are not any other known financial implications associated with the adoption of this policy.

Community Implications

The endorsement of this policy is likely to meet the expectations and be viewed favourably by the community.

Regional Implications

There aren't any known regional implication in relation to this Policy.

Governance Implications

While this policy is not mandated by the *Planning, Development and Infrastructure Act 2016* it is required by the Mutual Liability Scheme in order to maintain appropriate coverage under Regulation 17(1)(a) of the *Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019*.

Preferred Option & Reasoning

Option 1 is preferred as it provides the most suitable response to Council's Strategic Plan and Financial Guiding Principles.

Attachment/s

Attachment A	Revised Policy of Notification - Accredited Professionals
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Policy of Notification – Accredited Professionals

Approval Date	19/04/2021
Classification	Council Policy
Responsible Officer	Group Manager Planning, Environment & Regulatory
Relevant Legislation	Planning, Development and Infrastructure Act 2016
Related Policies	Policy for Assessment Panel Review of Decision of Assessment Manager
Record Number	POL202146166
Choose an item.	
Last Reviewed	19/04/2021
Next Review	19/04/2023

1. Introduction	1
2. Scope	1
3. Policy Statement	1
4. Availability of Policy	4
5. Review	4

1. Introduction

The Accredited Professionals Scheme is a key component of the planning system created under the *Planning, Development and Infrastructure Act 2016*. Under the scheme, planning and building professionals who are the relevant authorities in assessing development applications within South Australia are required to maintain minimum standards of professional practice and produce evidence that they are sufficiently qualified to make key decisions at certain levels.

Upon accreditation, planning and building professionals are registered in a central database managed by the Attorney-General's Department.

In addition, all Accredited Professionals will be required to hold all necessary insurance, comply with the Accredited Professionals Code of Conduct, participate in annual compliance checks and undertake specified units of Continuing Professional Development.

2. Scope

The *Planning, Development and Infrastructure Act 2016* requires that Council must appoint and take the advice of accredited professionals under the Act and this policy helps to ensure that these accredited professional maintain their accreditation.

The policy sets out the responsibilities and obligations for these accredited professionals on maintaining their accreditation. The Policy has explicit requirements to notify Council of any changes.

3. Policy Statement

3.1. Application of Policy

3.1.1. This policy applies to all:

- employees of the Council;
- contractors and/or agents of the Council during the course of their engagement; and
- members of Council's Assessment Panel who are or become accredited as accredited professionals pursuant to the scheme established under Section 88 of the *Planning, Development and Infrastructure Act 2016 (Act)* and *Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019 (Regulations)*.

3.1.2. For the purposes of this policy, the persons identified in Clause 3.1.1 are known as "Accredited Professionals".

3.1.3. Clauses 3.2 and 3.3 of this Policy apply only to Accredited Professionals who require accreditation in order to carry out the functions and/or duties associated with their employment with, or engagement or appointment by, the Council.

3.2. Responsibilities of accredited professionals

- 3.2.1. All Accredited Professionals must take all steps necessary to gain and maintain accreditation under the Act and Regulations at the class required under the Act and Regulations for the role or function they have been employed, engaged or appointed to perform **(Accreditation)**.
- 3.2.2. All Accredited Professionals in the direct employ of Council (ie. a salaried employee of the organisation) may seek to have all associated costs with the attainment and maintenance of the Accredited Professional status, by virtue of it being a requirement of the position held.
- 3.2.3. All external and consulting Accredited Professionals sub contracted to provide their services to Council (ie. Council Assessment Panel members, except Elected Members) must cover all associated costs with the attainment and maintenance of their Accredited Professional status, by virtue of it being a requirement of the duties they perform as an external consultant.
- 3.2.4. Without limiting Clause 2.1, all Accredited Professionals must:
- take all steps necessary to maintain their Accreditation by applying for the continuation of their Accreditation annually as required under the Act and Regulations;
 - ensure they fulfil all requirements of continuing professional development under the Regulations; and
 - act in accordance with the Accredited Professionals Scheme Code of Conduct adopted by the Minister under Schedule 3 of the Act (**Code of Conduct**) when carrying out their functions and duties as an accredited professional.

3.3. Obligations of accredited persons

- 3.3.1. An Accredited Professional must, within 3 business days of the occurrence of any of the following events:
- the commencement of this Policy;
 - becoming registered as an Accredited Professional by the accreditation authority;
 - commencing employment with the Council;
 - being engaged by the Council to act as, or provide advice to the Council in the person's capacity as, an Accredited Professional; or
 - accepting an appointment to the Council Assessment Panel, provide a copy of his or her Accreditation to the CEO of the Council, including any conditions or limitations imposed on the Accreditation by the accreditation authority, unless the Accreditation has already been provided to the Council (for example, during the recruitment process).

- 3.3.2. An Accredited Professional must, within 3 business days of receiving confirmation of the renewal of his or her accreditation, provide a copy of the renewal to the CEO of the Council.
- 3.3.3. An Accredited Professional must, within 3 business days of the occurrence of a Notifiable Event (as defined in Clause 3.4), provide to the CEO of the Council written notification of the Notifiable Event and a copy of any correspondence or other documentation (including electronic) received from the accreditation authority in relation to the Notifiable Event.
- 3.3.4. Notifiable Event means:
- a change to the class of an Accredited Professional's Accreditation;
 - the addition, substitution or deletion of a condition or limitation on an Accredited Professional's Accreditation pursuant to Regulation 17(5) of the Regulations;
 - the surrender by an Accredited Professional of his or her Accreditation pursuant to Regulation 20 of the Regulations;
 - the cancellation or suspension of an Accredited Professional's Accreditation pursuant to Regulation 21(1) of the Regulations or Regulation 93A of the *Development Regulations 2008*;
 - the provision of notice to an Accredited Professional by the accreditation authority of a proposal to suspend or cancel the Accredited Professional's Accreditation pursuant to Regulation 22(1) of the Regulations;
 - any action taken by the accreditation authority (including giving directions to an Accredited Professional) pursuant to Regulation 27(14), (15) or (16) of the Regulations;
 - the provision of notice to an Accredited Professional of a decision by the accreditation authority to investigate a complaint made against the Accredited Professional under Regulation 28 of the Regulations which relates to an act or omission of the Accredited Professional in the course of their employment with, or engagement or appointment by, the Council;
 - the provision of a final report of an investigator to the accreditation authority pursuant to Regulation 28(11)(b) of the Regulations, or the outcome of any process that the accreditation authority has adopted to investigate a complaint made against an Accredited Professional pursuant to Regulation 28 of the Regulations;
 - any action taken by the accreditation authority against an Accredited Professional pursuant to Regulation 28(13) of the Regulations following the investigation of a complaint;

- any decision made by the South Australian Civil and Administrative Tribunal (SACAT) or any South Australian Court in relation to an Accredited Professional's Accreditation;
- a finding of guilt for an offence against the Act or the *Development Act 1993 (Repealed Act)*; and
- a finding of guilt for an offence against any regulations under the Act or the Repealed Act, including the Regulations.

3.3.5. The CEO may take such action as is reasonable and appropriate in relation to:

- the failure of an Accredited Professional to comply with Clauses 3.3.1 to 3.3.3 of this policy; or
- written notification from an Accredited Professional of a Notifiable Event.

3.4. Responsibility of Council

3.4.1. The Council shall finance the costs of Accreditation for the Level 1 – Assessment Manager and for any other staff who seek Level 3 or 4 Accreditation, to be exercised in their employment.

4. Availability of Policy

4.1. This Policy will be available for inspection at Council's principal office during ordinary business hours and on Council's website www.walkerville.sa.gov.au

4.2. Copies will also be provided to interested members of the community upon request and payment of associated fees in accordance with Council's schedule of fees and charges.

5. Review

5.1. This policy will be reviewed every two years or when such legislation amendments deem it necessary.

Meeting:	Council
Title:	KEEP CLEAR Pavement Marking and Medindie Transport and Parking Plan Implementation Update
Responsible Manager:	Group Manager Assets & Infrastructure, Ben Clark
Author:	Group Manager Assets & Infrastructure, Ben Clark
Key Pillar:	Strategic Framework – Key Pillar 3 – Mobility and Movement – Provide easy traffic and pedestrian movement throughout the town
Key Focus Area:	Financial Guiding Principle 2 –Invest sustainably in community assets for the future
Type of Report:	Decision Required

Recommendation

1. That Council requests that Administration formally approach the Department of Infrastructure and Transport in order to seek approval and installation of the KEEP CLEAR Pavement Markings at Dutton Tce / Northcote Tce (northbound and southbound) and Robe Tce Access / Robe Tce (R1)(eastbound).
2. That Council requests that Administration undertake further investigations for the KEEP CLEAR Pavement Markings at the Gilbert St / Walkerville Tce (eastbound) intersection.
3. That Council receives and notes the update 12 months on from the implementation of the Medindie Transport and Parking Plan.

Summary

At the Ordinary Council meeting held on the 21 October 2019, Council resolved the following:

CNC113/19-20

That Council:

1. *Reviews the summary of the public consultation outcome, entitled Summary Report and appearing as Attachment A to this report.*
2. *Notes the public consultation feedback and while cognisant of a minority disapproval for Items 3, 6, 7; it endorses the Consultant's shortlisted Items 1-10 and instructs Administration to proceed to costing and a further report to be presented to Council to determine implementation. That Item 3, be expanded to include Avenel Gardens Road / Elm Street yellow line marking and parking review.*

3. *Instructs Administration to undertake further community consultation, traffic studies and increase the remit of Item 11 to the entire length of Briar Avenue; with a view to alleviate the traffic issues presented.*

CNC114/19-20

That Council notes and considers the significant community opposition to Item 12 (closure of Willyama Avenue) and instructs Administration to remove Item 12 from the shortlist of recommendations, prior to costing and implementation.

At the Ordinary Council meeting held on 20 April 2020, Council resolved the following:

CNC334/19-20

That Council:

1. *Instructs Administration to review and report on the success of any parking restrictions recommended, 12 months post implementation.*
2. *Requests Administration to review all Council roads entering onto DPTI roads, identify if there are problems and request DPTI to mark the roads with "KEEP CLEAR".*

At the Ordinary Council meeting held on 17 August 2020 Council resolved the following motion with notice:

CNC52/20-21

Council instruct Administration to engage with the Department of Infrastructure and Transport to allow "KEEP CLEAR" line markings to designated Department of Infrastructure and Transport roads around the Township to make movement in and out of the four (4) suburbs easier.

This report is to provide an update on the implementation of the priorities endorsed by Council and provide recommendations as to suitable 'KEEP CLEAR' candidates for presentation to Department of Infrastructure and Transport (DIT).

Background

Improved access from side roads onto a main road is one of the principal reasons for KEEP CLEAR Pavement Marking (KCPM) being requested, with apparent delays to side road traffic as the motivating factor. While it would be ideal for local traffic to have near immediate access to a main road, this is in practice an unrealistic expectation. At side roads near signalised intersections or crossings, it is common for drivers to inadvertently block the side road access and frustrate movements. Drivers should be aware that this is illegal and enforceable (Australian Road Rule (ARR) 128).

Observation of driver behaviour suggests that generally the queued traffic on a main road will allow left turners from side roads to enter the main stream at regular intervals. Right turners or cross traffic may experience longer delays. However, driver recognition of their legal obligations and common courtesy will generally result in a gap being left to allow the side road driver access to the main road.

Drivers from side roads use these gaps at their own risk, bearing in mind that under the ARRs they too must be able to successfully clear the intersection prior to entering it.

In these circumstances, the presence of KCPMs can introduce a problem with side road drivers mistakenly believing they have a right to move in front of the stopped main road traffic, using the clear space as a holding area. This is illegal and enforceable (ARRs 96 and 128).

Discussion/Issues for Consideration

Keep Clear Pavement Marking (KCPM)

Eight (8) intersections throughout the Town of Walkerville have been assessed for KCPM by Council's consultant (GTA Consultants) in accordance with Department for Infrastructure (DIT) requirements (Attachment A).

The intersections assessed were:

1. Robe Terrace Access/Robe Terrace (R1) (eastbound)
2. Victoria Avenue/Nottage Terrace (eastbound and westbound)
3. Hawkers Road/Nottage Terrace (eastbound and westbound)
4. Gilbert Street/Walkerville Terrace (eastbound)
5. Warwick Street/Walkerville Terrace (eastbound and westbound)
6. Tyne Street/Stephen Terrace (northbound)
7. Clarke Street/Stephen Terrace (southbound)
8. Dutton Terrace/Northcote Terrace (northbound and southbound)

Traffic surveys were undertaken by Council's consultant during the AM and PM peak periods in October 2020.

The following was observed at each location:

1. Robe Terrace Access/Robe Terrace –

Surveys were conducted from 7:30 to 8:30 am in the AM peak on Tuesday 27 October 2020 and from 5:00 to 6:00 pm in the PM peak on Wednesday 28 October 2020.

Observation Comments:

- Traffic queues frequently blocked access road during AM and PM periods
- Nine (9) vehicles were waiting to exit from Robe Terrace access road during the AM period
- Right turn out movements observed during the AM and PM period from Robe Terrace Access Road

Next Steps – contact Department for Infrastructure and Transport (DIT) regarding possible KCPM

2. Victoria Avenue/Nottage Terrace –

Surveys were conducted from 7:30 to 8:30 am in the AM peak and from 5:00 to 6:00 pm in the PM peak on Thursday 29 October 2020.

Observation Comments:

- Minimal vehicles from Victoria Avenue turning right out and in during the AM and PM periods
- Westbound traffic queuing along Nottage Terrace did not extend to Victoria Avenue in the PM period
- AM westbound traffic queuing did extend to Victoria Avenue, but vehicles left a gap for turning movements

Next Steps – KCPM not recommended at this point in time.

3. Hawkers Road/ Nottage Terrace –

Surveys were conducted from 7:30 to 8:30 am in the AM peak and from 5:00 to 6:00 pm in the PM peak on Thursday 29 October 2020.

Observation Comments:

- Very few vehicles turning right in and out of Hawkers Road during the AM and PM periods
- Only eastbound left turn lane traffic queued beyond Hawkers Road during PM period
- AM westbound traffic queues did extend beyond Hawkers Road, but vehicles left a gap for turning movements

Next Steps – KCPM not recommended at this point in time.

4. Gilbert Street/ Walkerville Terrace –

Surveys were conducted from 7:30 to 8:30 am in the AM peak and from 5:00 to 6:00 pm in the PM peak on Thursday 29 October 2020.

Observation Comments:

- Westbound traffic did not queue back to Gilbert Street during the AM or PM periods
- Eastbound traffic did queue beyond Gilbert Street, however very few vehicles exited and were blocked
- Six (6) cyclists were observed exiting from Gilbert Street turning right in the PM periods who had to wait to cross safely

Next Steps – further investigation required regarding cyclist movements in particular

5. Warwick Street/ Walkerville Terrace –

Surveys were conducted from 7:30 to 8:30 am in the AM peak on Tuesday 27 October 2020 and from 5:00 to 6:00 pm in the PM peak on Wednesday 28 October 2020.

Observation Comments:

- Southbound traffic queued beyond Warwick Street in the AM peak, however volumes on Warwick Street was low
- Vehicles in the PM peak did not queue beyond Warwick Street
- Warwick Street/Walkerville Terrace is a four way intersection that may not be applicable for the pavement markings

Next Steps – KCPM not recommended at this point in time.

6. Tyne Street / Stephen Terrace –

Surveys were conducted from 7:30 to 8:30 am in the AM peak on Tuesday 27 October 2020 and from 5:00 to 6:00 pm in the PM peak on Wednesday 28 October 2020.

Observation Comments:

- Although the westbound traffic frequently queued beyond Tyne Street in both AM and PM periods, the volume on Tyne Street was low and vehicles generally left gaps for vehicles to or from Tyne Street
- A 'KEEP CLEAR' marking could potentially encourage unwanted through traffic on Tyne Street to bypass the traffic signal at Stephen Terrace/Walkerville Terrace

Next Steps – KCPM not recommended at this point in time

7. Clarke Street / Stephen Terrace –

Surveys were conducted from 7:30 to 8:30 am in the AM peak on Tuesday 27 October 2020 and from 5:00 to 6:00 pm in the PM peak on Wednesday 28 October 2020.

Observation Comments:

- Clarke Street is one-way only to Stephen Terrace and traffic volume was very low
- Vehicles queued beyond Clarke Street in both peaks, but vehicles left gaps to allow movements from Clarke Street

Next Steps – KCPM not recommended at this point in time

8. Dutton Terrace / Northcote Terrace –

Surveys were conducted from 7:30 to 8:30 am in the AM peak and from 5:00 to 6:00 pm in the PM peak on Thursday 29 October 2020.

Observation Comments:

- Vehicles frequently blocked Dutton Terrace during the AM and PM periods for northbound and southbound traffic along Northcote Terrace
- Several vehicles from Dutton Terrace were delayed to turn right into and from Northcote Terrace
- Right turn movements caused delays and safety issues

Next Steps - Next Steps – contact Department for Infrastructure and Transport (DIT) regarding possible KCPM

Summary of Recommendations

Based on the traffic surveys during the AM and PM peak periods in October 2020, two locations in Robe Terrace in the eastbound direction and on Northcote Terrace at Dutton Terrace in both directions are recommended for discussions with DIT and installation of the KCPM

One location in Walkerville Terrace at Gilbert Street would require further investigations to confirm the cyclist demand and safety issues.

The other five locations are not recommended for KCPM. The recommendations are shown on the following map.

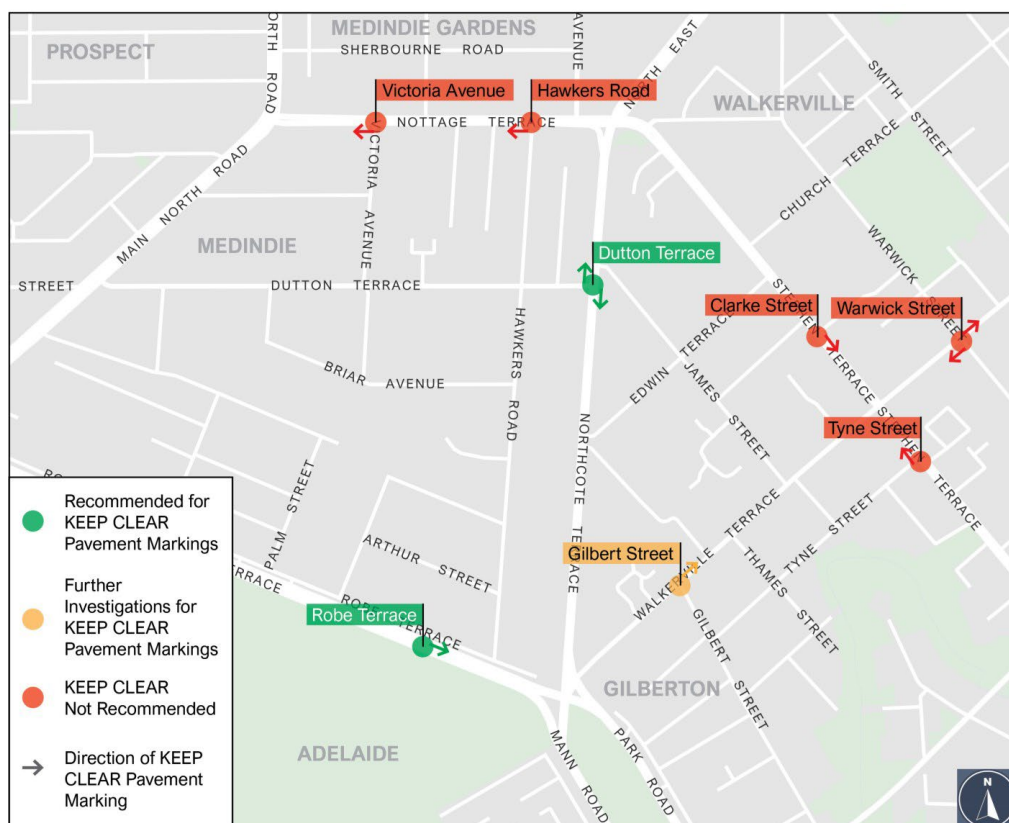


Figure 1 - Map of intersections assessed and recommendations

Medindie Transport and Parking Plan

The Medindie Transport and Parking Plan (MTPP) and the subsequent shortlist of recommendations (Attachment B) that were endorsed by Council at the 21 October 2019 ordinary Council meeting with the exclusion of item 12 - Closure of Willyama Avenue have been progressed. Below is an update on the status of each of the 11 recommendations 12 months post implementation:

Recommendation	Status	12 Month Update
1. Review signage and line marking throughout Medindie	Ongoing	Signage and linemarking is inspected and replaced as required, this process is ongoing. We are looking to ensure we find the balance between amount of signage in the streetscape to inform the community while not over saturating the streetscape with signage and impacting the visual amenity.
2. Review Parking on Tennyson Street	Completed	Tennyson Street was reviewed as a part of the Township wide parking plan and wasn't identified for any further changes – will continue to be monitored in conjunction with other changes to parking in Medindie including the implementation of the 3P areas.
3. Install Linemarking at Junction Corners along Avenel Gardens Road	Completed	The linemarking has been completed and we have seen a decrease in cars parking close to the intersection.
4. Install Parking Signage and Line Marking on Robe Terrace	Completed	Parking signage and line marking was updated and installed along Robe Terrace. Appear to being adhered to, will require further monitoring with the 3P implementation.
5. Relocate 25km/h Sign on Hawkers Road	In progress	Will be completed as a part of item 6.

6. Review extent of 25km/h School Zone on Hawkers Road	In progress	Works to extend the 25km/h school zone in accordance with DIT's code of technical requirements to be undertaken in April school holidays – Wilderness were notified of the proposed changes.
7. Implement 40km/h Speed Limit throughout Medindie	Not Started	Administration haven't proceeded with this, on-going monitoring and community feedback have not identified a need for 40km/h speed limits within Medindie at this stage.
8. Improve Pedestrian Access at Dutton Terrace / Victoria Avenue Roundabout	Completed	The roundabout was upgraded and as a part of the upgrade pedestrian access was enhanced and made DDA compliant. The community now have better access along Dutton Terrace.
9. Review Parking on Dutton Terrace	Completed	Dutton Terrace was reviewed as part of the Township wide parking plan and wasn't identified for any further changes – will be monitored in conjunction with other changes to parking in Medindie including the 3P implementation.
10. Install 'KEEP CLEAR' Treatments on Arterial Roads at Suitable Locations	In Progress	KEEP CLEAR options have been investigated and options are presented as a part of this report to Council, for endorsement to proceed to discussions with Department of Infrastructure and Transport.
11. Review of Parking at Eastern End of Briar Avenue	Completed	Yellow 'no stopping' linemarking was installed along Briar Avenue from Hawkers Road to Rasp Avenue. Linemarking has made a significant impact to the accessibility of the roadway for East Waste as well as availability of parking for residents. Will continue to monitor alongside the 3P parking implementation.

Options for Consideration

Option 1

1. That Council requests that Administration formally approach the Department of Infrastructure and Transport in order to seek approval and installation of the KEEP CLEAR Pavement Markings at Dutton Tce / Northcote Tce (northbound and southbound) and Robe Tce Access / Robe Tce (R1)(eastbound).
2. That Council requests that Administration undertake further investigations for the KEEP CLEAR Pavement Markings at the Gilbert St / Walkerville Tce (eastbound) intersection.
3. That Council receives and notes the update 12 months on from the implementation of the Medindie Transport and Parking Plan.

Option 2

1. That Council supports and recommends the following intersections..... for Administration to approach the Department of Infrastructure and Transport for approval for installation of the KEEP CLEAR Pavement Markings and further investigation be undertaken for the one (1) intersection identified.
2. That Council receives and notes the update 12 months on from the implementation of the Medindie Transport and Parking Plan

Option 3

1. That Council does not support the recommendations for the KEEP CLEAR Pavement Markings.
2. That Council receives and notes the update 12 months on from the implementation of the Medindie Transport and Parking Plan

Analysis of Options

Option 1

This option will allow Administration to approach DIT using the findings and recommendations provided by GTA Consultants for approval of the KEEP CLEAR Line Marking installation. As the KEEP CLEAR recommendations within this option have supporting evidence the likelihood of approval is increased.

Option 2

This option will allow Administration to approach DIT using the findings and recommendations provided by GTA Consultants for approval of the KEEP CLEAR Line Marking installation. However any additional KEEP CLEAR recommendations that aren't supported within the GTA recommendations will have less likelihood of approval.

Option 3

This option will not allow Administration to approach DIT using the findings and recommendations provided by GTA Consultants for approval of the KEEP CLEAR Line Marking installation.

Financial Implications

There is no material impact financially and the preferred option could be funded through existing budgets.

Community Implications

This recommendation will have no known community implications.

Regional Implications

This recommendation will have no known regional implications.

Governance Implications

This recommendation will have no known governance implications.

Preferred Option & Reasoning

Option 1 is the preferred option. It will have a minimal cost to Council and will allow us to approach DIT with evidence to support the approval and implementation of the KEEP CLEAR Pavement Markings which will allow for better traffic access within the Township.

Attachments

Attachment A	KEEP CLEAR Pavement Marking Recommendations
Attachment B	MTPP Shortlist

TOWN OF WALKERVILLE KEEP CLEAR PAVEMENT MARKINGS ASSESSMENT



KEEP CLEAR PAVEMENT MARKINGS ASSESSMENT LOCATIONS

Site Number	Intersection	Local Access Road Type	Local Street Traffic Volumes	Traffic Movements	Distance from Nearest Traffic Signal (m)	Keep Clear Proposal	Comment
1	Robe Terrace at Hawkers Road access, Medindie	Through	Low	left in, left out only	225	For eastbound only	proposed in the Medindie Transport Plan (GTA, 2020)
2	Nottage Terrace at Victoria Avenue, Medindie	Collector	Low	T-junction, all movements	160	For westbound only	review turning volumes
3	Nottage Terrace at Hawkers Road, Medindie	Through	Low	T-junction, all movements	130	For westbound only	review turning volumes
4	Walkerville Terrace at Gilbert Street, Gilberton	Local	Low	all movements	230	For southbound only	review turning volumes
5	Walkerville Terrace at Warwick Street, Walkerville	Local	Medium	T-junction, all movements	160	In both directions	in shopping precinct
6	Stephen Terrace at Tyne Street, Gilberton	Local	Medium	all movements	95	For northbound and southbound directions	proposed in the Gilberton LATM Plan (GTA, 2020)
7	Stephen Terrace at Clarke Street, Walkerville	Laneway	Very Low	one-way into Stephen Terrace	150	For southbound only	review turning volumes and queue lengths in Stephen Terrace
8	Northcote Terrace at Dutton Terrace, Medindie	Collector	Medium	T-junction, all movements	265	For both northbound and southbound directions	peak period issue only with long queues from North East Road

KEEP CLEAR PAVEMENT MARKINGS ASSESSMENT LOCATIONS

Background

GTA Consultants conducted a preliminary desktop assessment in August 2020 to identify potential intersections that could be considered for KEEP CLEAR pavement markings according to the Department for Infrastructure and Transport (DIT) guidelines. A presentation to Council was given on Monday 31 August 2020 at which 8 locations were suggested for further analysis and investigation with traffic surveys.

Scope of Work

In October 2020, traffic surveys were commissioned to determine if the locations shown on the map have evidence to recommend the next steps for discussions with DIT and the installation of KEEP CLEAR pavement markings.



1) ROBE TERRACE ACCESS ONTO ROBE TERRACE, MEDINDIE

Surveys were conducted from 7:30 to 8:30 am in the AM peak on Tuesday 27 October 2020 and from 5:00 to 6:00 pm in the PM peak on Wednesday 28 October 2020.

The results for this location are on the following page.



1) HAWKERS ROAD ACCESS ONTO ROBE TERRACE, MEDINDIE

AM Site Observations

At 8:00 am, vehicles queued along Robe Terrace blocked the Robe Terrace exit access road. Vehicles could not exit either left or right.

At 8:15 am, vehicles could not exit from the access road with traffic queued along Robe Terrace. 10 vehicles were waiting to exit.

At 8:25 am, vehicles could not exit blocked by traffic along Robe Terrace causing delays.



8:15 am queuing and congestion (looking east)



8:00 am vehicle attempting to turn right (looking west)

PM Site Observations

At 5:05 pm, traffic queues in Robe Terrace were not blocking the Robe Terrace exit access, but a high volume of vehicles exiting.

At 5:20 pm, traffic queues were blocking the access road in both lanes causing delays for vehicles exiting Robe Terrace. This continued multiple times until 5:45 pm when the traffic queues shortened allowing vehicles to exit from the Robe Terrace exit access.



5:20 pm queues blocking exit access (looking east)



5:40 pm traffic queues while vehicle attempts right turn out (looking east)

2) VICTORIA AVENUE ONTO NOTTAGE TERRACE, MEDINDIE

Surveys were conducted from 7:30 to 8:30 am in the AM peak and from 5:00 to 6:00 pm in the PM peak on Thursday 29 October 2020.

The results for this location are on the following page.



2) VICTORIA AVENUE ONTO NOTTAGE TERRACE, MEDINDIE

AM Site Observations

The longest traffic queues occurred in Nottage Terrace blocking the entire length of the road between Victoria Avenue and North East Road. No vehicles were observed turning right from Victoria Avenue. Vehicles turning left generally experienced only short delays because the drivers in the Nottage Terrace traffic were courteous and allowed for gaps. No right turns into Victoria Avenue were observed.



7:34 am Queueing of westbound traffic on Nottage Terrace (looking west)



8:32 am Queueing of westbound traffic on Nottage Terrace (looking west)

PM Site Observations

Westbound traffic extended across Victoria Avenue and vehicles exiting from Victoria Avenue was minimal. Eastbound traffic along Nottage Terrace queued beyond Victoria Avenue on several times. Vehicles attempting to turn right into Victoria Avenue were observed, but they had gaps to join the westbound traffic along Nottage Terrace.



5:05 pm Queueing of westbound traffic minimal (looking east)



5:30 pm Queueing of Westbound traffic minimal, eastbound traffic queuing past Victoria Avenue (Viewing East)

3) HAWKERS ROAD ONTO NOTTAGE TERRACE, MEDINDIE

Surveys were conducted from 7:30 to 8:30 am in the AM peak and from 5:00 to 6:00 pm in the PM peak on Thursday 29 October 2020.

The results for this location are on the following page.



3) HAWKERS ROAD ONTO NOTTAGE TERRACE, MEDINDIE

AM Site Observations

From 7:45 to 7:55am, traffic queues on Nottage Terrace did not extend to Hawkers Road. Only short delays were observed for traffic exiting or entering Hawkers Road.

From 8:20 to 8:40am, traffic queued along Nottage Terrace to the next intersection. Right turn out and right turn in vehicles were observed to have some delays.

At 8:23 am, 5 vehicles were observed in Nottage Terrace waiting to turn into Hawkers Road. Drivers heading westbound were courteous and gave gaps for safe turns.

PM Site Observations

During the PM peak, westbound traffic along Nottage Terrace never extended to Hawkers Road. Eastbound traffic along Nottage Terrace queued past Hawkers Road several times mostly in the left lane.

Only a few vehicles attempted to turn right from Hawkers Road and they had only short delays to make the turns.



8:23 am Queueing of westbound traffic on Nottage Terrace (looking west)



8:23 am Queueing of westbound traffic on Nottage Terrace (looking west)



5:10 pm Left turn lane traffic queued multiple times throughout the PM peak (looking west)



5:30 pm Vehicle attempting to turn right from Hawkers Road (looking east)

4) GILBERT STREET ONTO WALKERVILLE TERRACE, GILBERTON

Surveys were conducted from 7:30 to 8:30 am in the AM peak on Tuesday 27 October 2020 and from 5:00 to 6:00 pm in the PM peak on Wednesday 28 October 2020.

The results for this location are on the following page.



4) GILBERT STREET ONTO WALKERVILLE TERRACE, GILBERTON

AM Site Observations

At 7:55 am, traffic along Walkerville Terrace was minimal with no congestion or queueing. At 8:10 am, traffic was free flowing and vehicles exiting from Gilbert Street had no delays. At 8:30 am, some traffic queued along Walkerville Terrace, but it did not block any traffic from Gilbert Street.



8:10 am Minimal queue lengths (looking west)



8:30 am Traffic free flowing (looking east)

PM Site Observations

At 5:10 pm queue lengths along Walkerville Terrace (outbound) do not reach Gilbert Street and cause no delays.

From 5:25 to 5:45 pm, traffic queued along Walkerville Terrace (outbound) across Gilbert Street. However, with only a few vehicles exiting from Gilbert Street, the queue did not delay this traffic.

6 cyclists were observed attempting to exit right from Gilbert Street. At 5:55 pm, traffic no longer queued past Gilbert Street.



Cyclists waiting to turn right from Gilbert Street into Walkerville Terrace (looking east)



5:40 pm Traffic queuing past Gilbert Street (looking east)

5) WARWICK STREET ONTO WALKERVILLE TERRACE, WALKERVILLE

Surveys were conducted from 7:30 to 8:30 am in the AM peak on Tuesday 27 October 2020 and from 5:00 to 6:00 pm in the PM peak on Wednesday 28 October 2020.

The results for this location are on the following page.



5) WARWICK STREET ONTO WALKERVILLE TERRACE, WALKERVILLE

AM Site Observations

At 7:40 am, traffic queued in Walkerville Terrace (northeast approach) for about 70m. However, vehicles were not queueing over the Warwick Street intersection.

From 8:10 to 8:15 am, traffic queues on Walkerville Terrace ranged from 120m to 190m.

At 8:10 am, the end of the queue extended past Warwick Street.

At 8:40 am, the end of the traffic queue extended to the Smith Street roundabout. Vehicles on Walkerville Terrace were observed to queue across Warwick Street blocking access to/from Warwick Street.

PM Site Observations

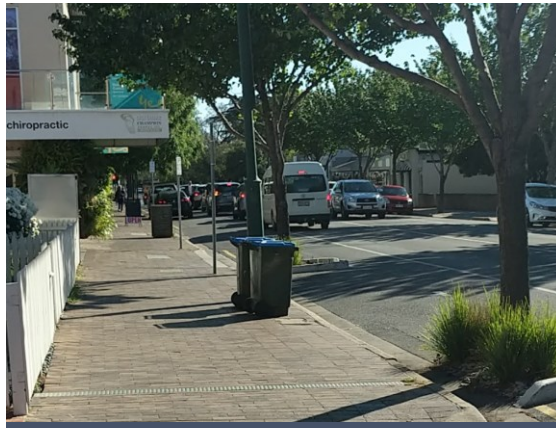
The southbound traffic on Walkerville Terrace queued for about 100m to Stephen Terrace. No traffic queued across Warwick Street from traffic in either direction. The traffic volume on Warwick Street was very low.



8:10 am Car queueing over Warwick Street (looking from Walkerville Terrace facing north west)



8:40 am Queueing past roundabout (looking from Warwick St west facing north east)



5:19 pm 11 cars queued from Stephen Terrace



5:53 pm traffic queued approximately 100m

6) TYNE STREET TO/FROM STEPHEN TERRACE, GILBERTON

Surveys were conducted from 7:30 to 8:30 am in the AM peak on Tuesday 27 October 2020 and from 5:00 to 6:00 pm in the PM peak on Wednesday 28 October 2020.

The results for this location are on the following page.



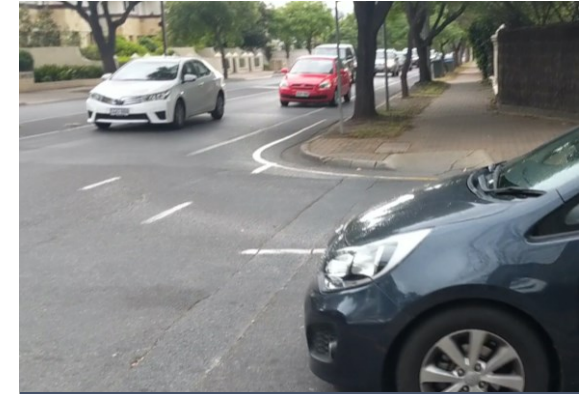
6) TYNE STREET TO/FROM STEPHEN TERRACE, GILBERTON

AM Site Observations

At 7:55 am, traffic queued on Stephen Terrace for about 140m with 6 cars beyond Tyne Street. At 8:50am, the traffic queue was over 160m with more than 10 cars queueing past Tyne Street. The traffic volumes from Tyne Street was very low (maximum of two vehicles). In general, drivers left gaps in the traffic on Stephen Terrace for vehicles to enter and exit Tyne Street. The right turn lane in Stephen Terrace into Tyne Street was not used at capacity (maximum 1 car waiting).



7:55 am Car queueing over Tyne Street (looking east on Stephen Terrace)



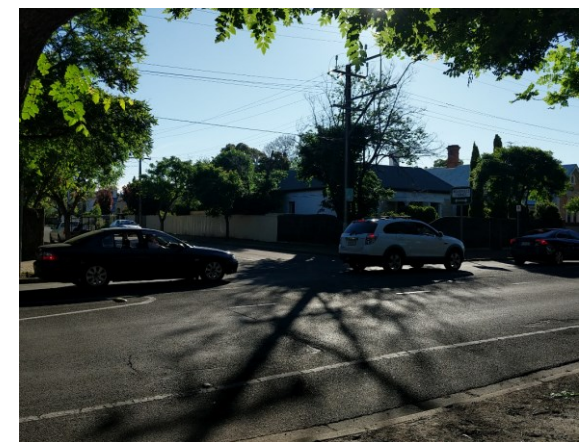
8:50 am Car queueing over Tyne Street (looking east from Tyne Street)

PM Site Observations

The end of the westbound traffic queue was continually over 500m long. Westbound traffic extended past Tyne Street on every cycle. Eastbound traffic flowed freely with large gaps. Vehicles exiting Tyne Street could generally turn left or right out without long delays. The maximum queue length on Tyne Street was 3 vehicles. Up to 2 right turn vehicles were observed using the right turn lane in Stephen Terrace.



5:06 pm vehicles queueing over Tyne Street (looking southwest from Stephen Terrace)



5:46 pm vehicles queueing over Tyne Street (looking southwest from Stephen Terrace)

7) CLARKE STREET ONTO STEPHEN TERRACE, WALKERVILLE

Surveys were conducted from 7:30 to 8:30 am in the AM peak on Tuesday 27 October 2020 and from 5:00 to 6:00 pm in the PM peak on Wednesday 28 October 2020.

The results for this location are on the following page.



7) CLARKE STREET ONTO STEPHEN TERRACE, WALKERVILLE

AM Site Observations

At 7:45 am, traffic queued on Stephen Terrace for about 90m, but it did not extend to Clarke Street. At 8:20 to 8:30 am, queues (about 180m) in Stephen Terrace extended to Clarke Street. Vehicles continued to queue forward when the Pedestrian Actuated Crossing turned green.

Clarke Street is one-way only with a T-junction at Stephen Terrace. The traffic volumes from Clarke Street were very low (generally no queueing or 1 vehicle waiting to exit) and drivers in the Stephen Terrace traffic generally allowed the vehicle to exit.

PM Site Observations

At 5.33 pm, queueing on Stephen Terrace extended to Clarke Street with no vehicles exiting from Clarke Street. At 6.00 pm, the queue on Stephen Terrace was about 220m long. Vehicles queued over Clarke Street, but no traffic exited from Clarke Street.



8) DUTTON TERRACE ONTO NORTHCOTE TERRACE, MEDINDIE

Surveys were conducted from 7:30 to 8:30 am in the AM peak and from 5:00 to 6:00 pm in the PM peak on Thursday 29 October 2020.

The results for this location are on the following page.



8) DUTTON TERRACE ONTO NORTHCOTE TERRACE, MEDINDIE

AM Site Observations

Northbound traffic queues in Northcote Terrace were about 120m, not extending to Dutton Terrace. Southbound queues were constantly past Dutton Terrace. Vehicles turning left from and left/right into Dutton Terrace had minimal delays with low traffic volumes northbound. Vehicles turning right from Dutton Terrace had longer delays turning into Northcote Terrace with the southbound traffic queues.

PM Site Observations

Northbound traffic was heavily congested from 5 to 6 pm. During this time, vehicles were often seen blocking Dutton Terrace with vehicles from Hawkers Road attempting to turn right into Dutton Terrace. This caused delays and blocked the Northcote Terrace southbound middle lane while vehicles waited for a gap. 2 vehicles attempted to turn right from Dutton Terrace. However, this created delays and safety issues as the vehicle straddled the lane waiting for southbound traffic to clear.



7:45 am Southbound traffic queueing on Northcote Terrace (looking south)



8:13 am Southbound traffic queueing on Northcote Terrace (looking south)



5:15 pm Multiple vehicles attempting a right turn into Dutton Terrace from Northcote Terrace (looking north)



5:40 pm Vehicles attempting a right turn from Dutton Terrace into Northcote Terrace (looking north)

RECOMMENDATIONS FOR KEEP CLEAR PAVEMENT MARKINGS

1. Robe Terrace Access/Robe Terrace (R1) (eastbound)

KEEP CLEAR - Recommend for DIT discussions and implementation

- Traffic queues frequently blocked access road during AM and PM periods
- 9 vehicles were waiting to exit from Robe Terrace access road during the AM period
- Right turn out movements observed during the AM and PM period from Robe Terrace Access Road

2. Victoria Avenue/Nottage Terrace (eastbound and westbound)

KEEP CLEAR - Not Recommended

- Minimal vehicles from Victoria Avenue turning right out and in during the AM and PM periods
- Westbound traffic queuing along Nottage Terrace did not extend to Victoria Avenue in the PM period
- AM westbound traffic queuing did extend to Victoria Avenue, but vehicles left a gap for turning movements

3. Hawkers Road/Nottage Terrace (eastbound and westbound)

KEEP CLEAR – Not Recommended

- Very few vehicles turning right in and out of Hawkers Road during the AM and PM periods
- Only eastbound left turn lane traffic queued beyond Hawkers Road during PM period
- AM westbound traffic queues did extend beyond Hawkers Road, but vehicles left a gap for turning movements

4. Gilbert Street/Walkerville Terrace (eastbound)

KEEP CLEAR – Further Investigations required

- Westbound traffic did not queue back to Gilbert Street during the AM or PM periods
- Eastbound traffic did queue beyond Gilbert Street, however very few vehicles exited and were blocked
- 6 cyclists were observed exiting from Gilbert Street turning right in the PM periods who had to wait to cross safely

RECOMMENDATIONS FOR KEEP CLEAR PAVEMENT MARKINGS

5. Warwick Street/Walkerville Terrace (eastbound and westbound)

KEEP CLEAR – Not Recommended

- Southbound traffic queued beyond Warwick Street in the AM peak, however volumes on Warwick Street was low
- Vehicles in the PM peak did not queue beyond Warwick Street
- Warwick Street/Walkerville Terrace is a four-way intersection that may not be applicable for the pavement markings

6. Tyne Street/Stephen Terrace (northbound)

KEEP CLEAR – Not Recommended

- Although the westbound traffic frequently queued beyond Tyne Street in both AM and PM periods, the volume on Tyne Street was low and vehicles generally left gaps for vehicles to or from Tyne Street
- A 'Keep Clear' marking could potentially encourage unwanted through traffic on Tyne Street to bypass the traffic signal at Stephen Terrace/Walkerville Terrace

7. Clarke Street/Stephen Terrace (southbound)

KEEP CLEAR – Not Recommended

- Clarke Street is one-way only to Stephen Terrace and traffic volume was very low
- Vehicles queued beyond Clarke Street in both peaks, but vehicles left gaps to allow movements from Clarke Street

8. Dutton Terrace/Northcote Terrace (northbound and southbound)

KEEP CLEAR – Recommend for DIT discussions and implementation

- Vehicles frequently blocked Dutton Terrace during the AM and PM periods for northbound and southbound traffic along Northcote Terrace
- Several vehicles from Dutton Terrace were delayed to turn right into and from Northcote Terrace
- Right turn movements caused delays and safety issues

KEEP CLEAR PAVEMENT MARKINGS RECOMMENDATIONS SUMMARY

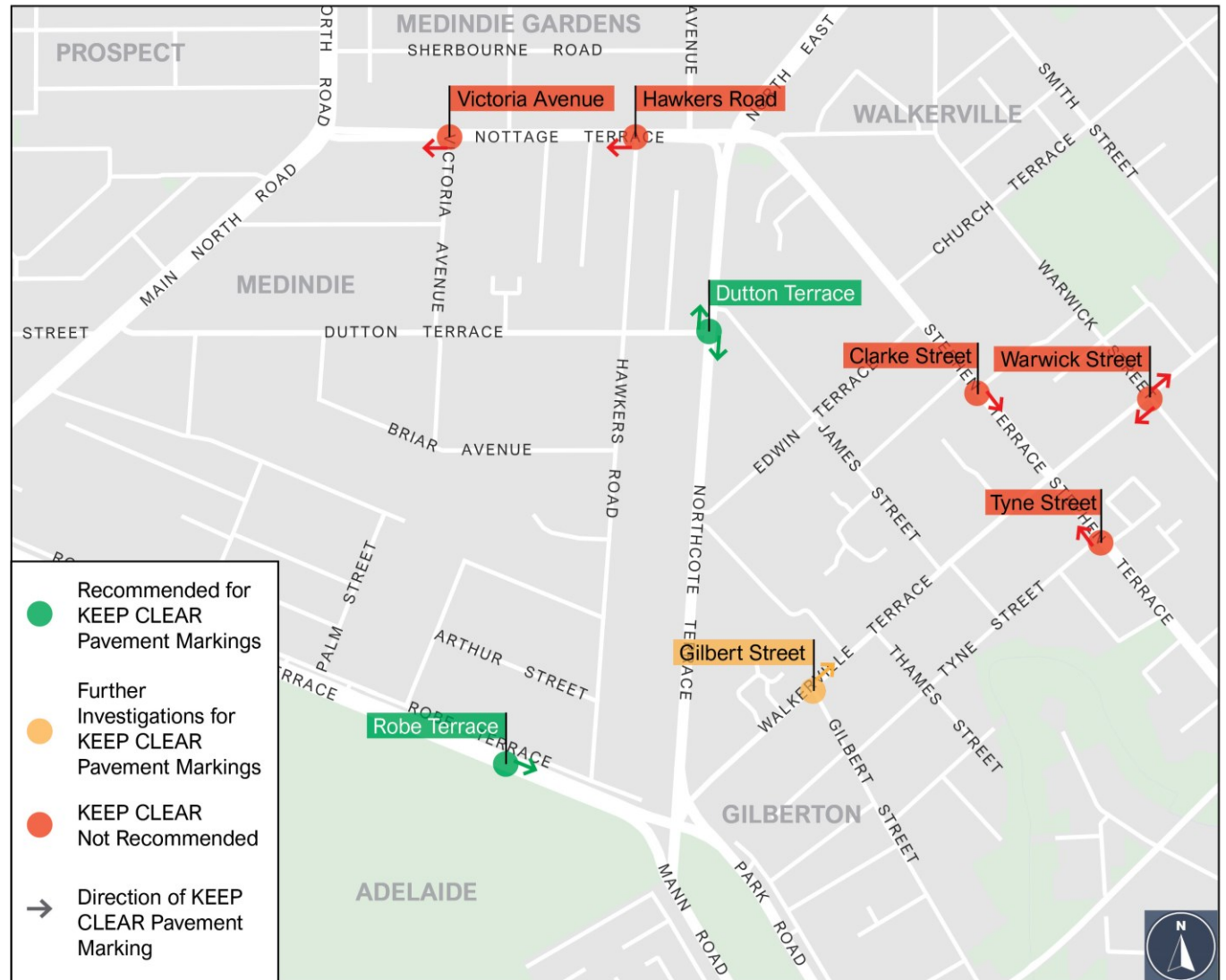
Summary of Recommendations

Based on the traffic surveys during the AM and PM peak periods in October 2020, **two locations in Robe Terrace in the eastbound direction and on Northcote Terrace at Dutton Terrace in both directions** are recommended for discussions with DIT and installation of the KEEP CLEAR pavement markings.

One location in Walkerville Terrace at Gilbert Street would require further investigations to confirm the cyclist demand and safety issues.

The other five locations are not recommended for KEEP CLEAR pavement markings.

The recommendations are shown on this map.



1 Review Signage and Line Marking throughout Medindie

Throughout Medindie, various streets have line marking, parking controls and signage that are not meeting current design standards.

A review of all signage throughout Medindie is recommended to determine where the signage needs to be replaced.

Actions:

- Implement appropriate parking controls and line marking updated across Medindie
- Improve signage information reducing parking confusion/conflicts

Examples of signage in Medindie that do not meet current design standards



Resident permit parking formatting



Load limit sign under review



Parking control not current design standard



Parking control not current design standard

2

Review Parking on Tennyson Street

At certain times, Tennyson Street has a high parking demand due to nearby local businesses, resident parking and limited alternatives. Parking controls and line-marking need to be updated.

A review of parking controls and occupancy use is recommended to understand how to manage the on-street parking more effectively.

Actions:

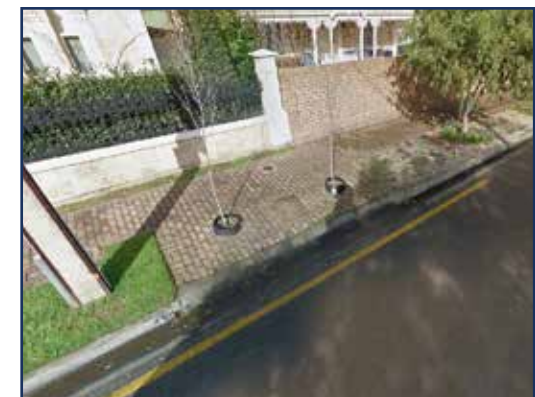
- Liaise with residents and nearby businesses on parking control solutions for Tennyson Street
- Update parking controls to current standards
- Remove unnecessary yellow line marking



Tennyson Street looking west



Incorrect parking control sign



Unnecessary parking restriction with the yellow line

3

Install Yellow Line Marking at Junction Corners along Avenel Gardens Road

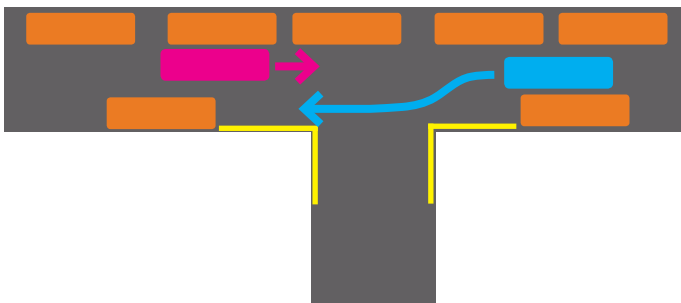
At certain times, the on-street parking on both sides of Avenel Gardens Road creates delays for through traffic.

With the limited availability of on-street parking, drivers are parking too close to junctions making it difficult for through traffic to pass.

Actions:

- Install yellow line marking at the junctions to provide enough space for vehicles to pass each other
- Line marking would be setback to 10m in accordance with the road rules and design standards on parking around intersections

Line marking example at the junctions allowing vehicles to pass



Suitable Locations



Avenel Gardens Road / Medindie Lane looking north



Avenel Gardens Road / Acacia Street / Glenfield Court looking north



Avenel Gardens Road / Daphne Street looking north

4

Install Parking Signage and Line Marking on Robe Terrace

Robe Terrace currently allows drivers to park on the footpath and on the roadway.

By installing signage and line marking, drivers will have clearer definition of the available parking spaces and allow for two-way movement.

Actions:

- Install signage to clearly show the parking spaces
- Install yellow line marking along Robe Terrace where parking is not allowed



Indented bays on footpath on Robe Terrace looking east



Parking controls and parking bays on Robe Terrace looking east

5 Relocate 25 km/h Sign on Hawkers Road

The 25 km/h sign is hidden from driver's vision at the school crossing when school buses are parked on Hawkers Road.

Action:

- Relocate the sign further south where it is not blocked by the parked buses to improve safety during school drop-off and pick-up times
- This recommended initiative could/should be done in conjunction with initiative 6



Parked buses blocking the “25 km/h when light flashing” sign

6

Review Extent of 25 km/h School Zone on Hawkers Road

The 25 km/h speed restriction on Hawkers Road currently only applies when lights are flashing at the Koala Crossing (school crossing) with a setback distance of 50 metres.

Actions:

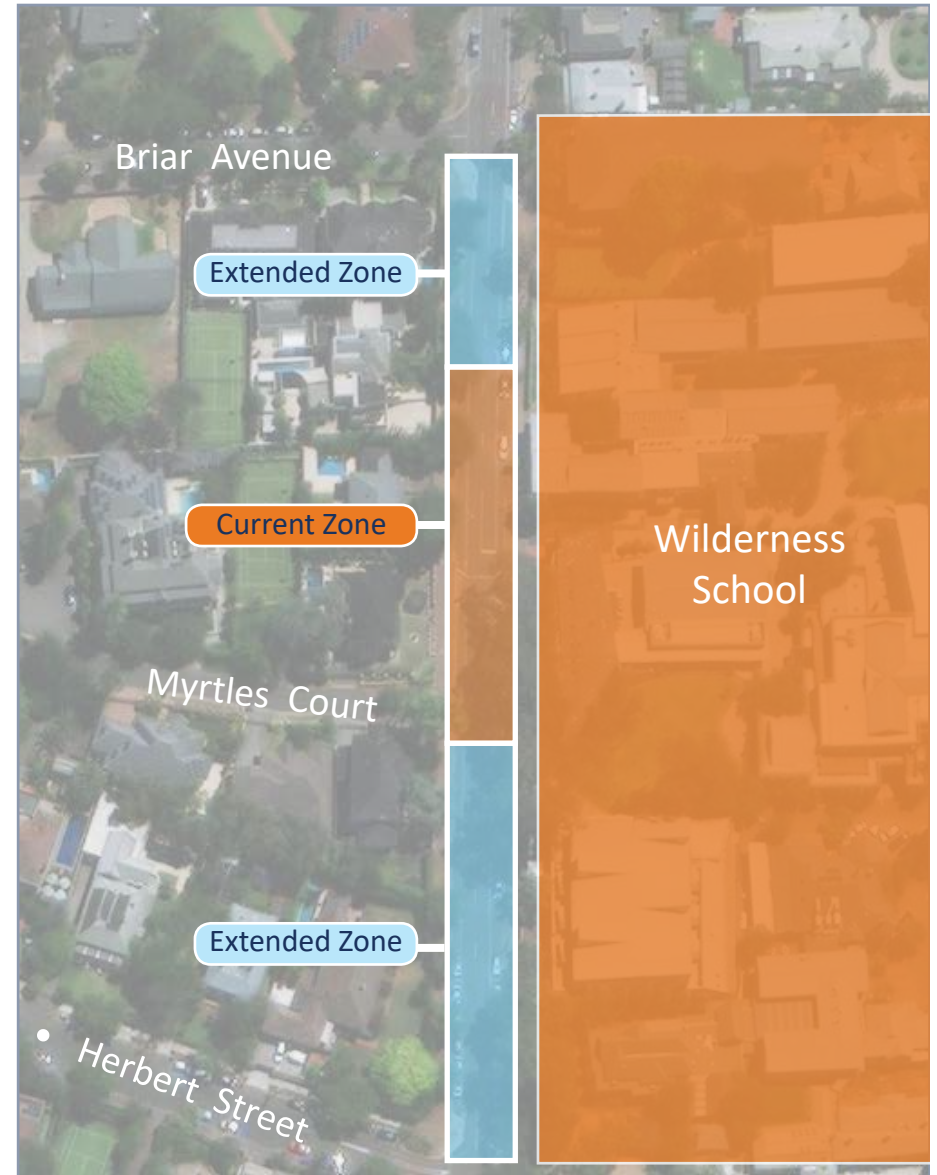
- In order to improve safety for school students, the 25 km/h zone should be extended
- Discussions will need to be held with the State Government - Department of Planning, Transport and Infrastructure (DPTI)



Current Koala Crossing 25 km/h speed restriction when lights flashing



Review extent of School Zone and implement "25 km/h when children present" sign



Install a School Zone between Herbert Street / Briar Avenue while retaining the Koala Crossing (school crossing)

Implement 40 km/h Speed Limit throughout Medindie

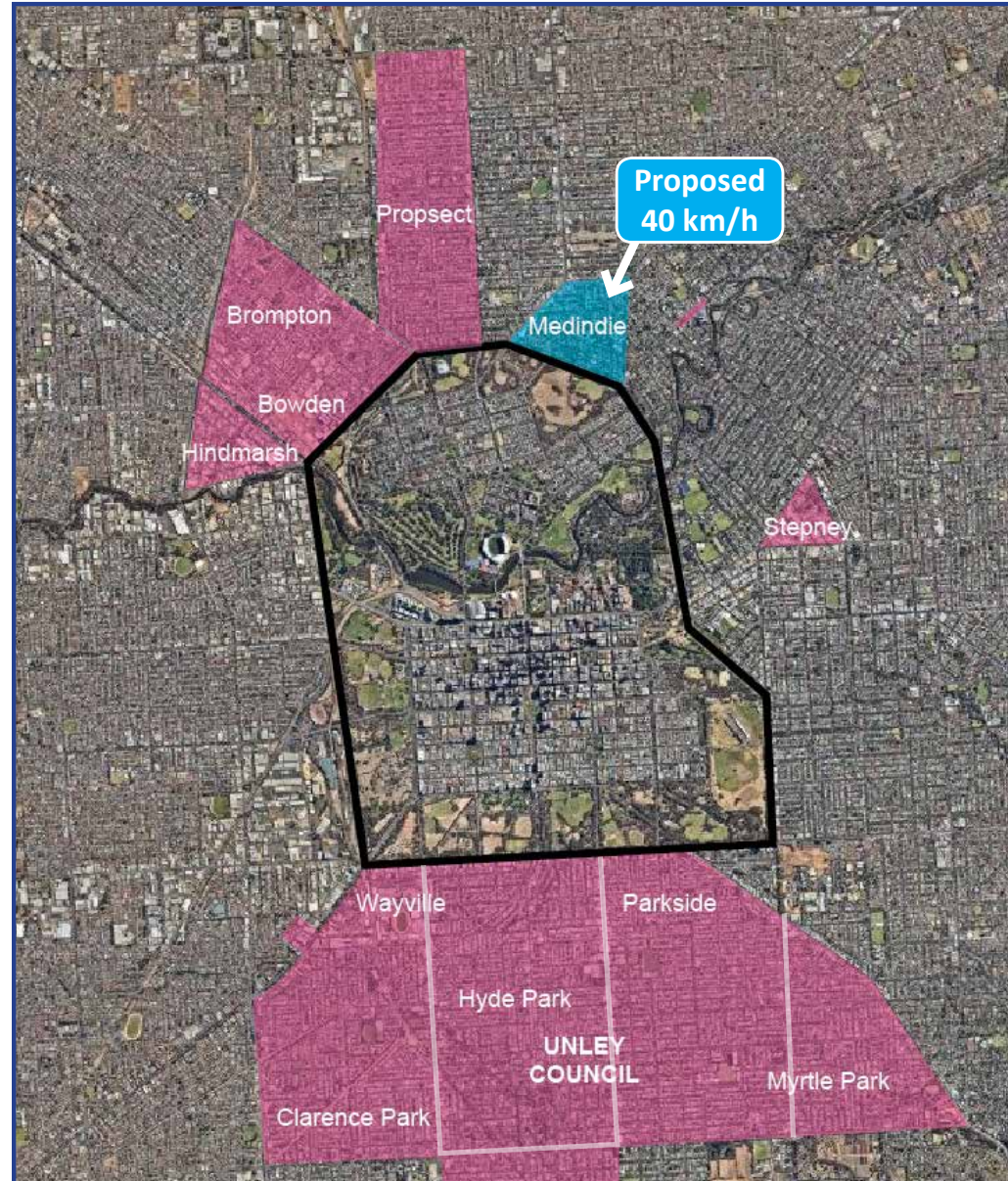
Action:

Implement a suburb wide 40 km/h speed limit in Medindie.

Location of signs will be confirmed with discussions with Council and State Government (DPTI)

Benefits:

- Slower suburban speed limits reduce 'rat-running' through local streets by encouraging drivers to stay on arterial roads
- Creates a safer neighborhood for road users, pedestrians and people riding bikes
- Low cost initiative to reduce speeding vehicles with limited treatments required to achieve 40 km/h



Other inner metro suburbs with 40 km/h speed limit areas

8

Improve Pedestrian Access at Dutton Terrace / Victoria Avenue Roundabout

Current roundabout design does not align pedestrian ramps at either side of the roadway.

Actions:

- Redesign the roundabout to make the junction safer for road users, pedestrians and cyclists
- The design will be implemented to meet Australian Disability Standards



Current roundabout



Example of a pedestrian connected roundabout
Hawkers Road / Dutton Terrace in Medindie



Pedestrian ramps do not align

At certain times, Dutton Terrace has a high parking demand due to nearby local businesses, resident parking and limited alternatives.

Actions:

- Liaise with residents and nearby businesses on parking controls to develop practical solutions for parking along Dutton Terrace
- May need to conduct parking surveys to determine the appropriate parking restrictions



Dutton Terrace looking west

10 Install 'KEEP CLEAR' Treatments on Arterial Roads at Suitable Locations

Traffic congestion on major arterial roads around Medindie can make it difficult to enter/exit out of the suburb.

Actions:

- Install 'KEEP CLEAR' treatments at the following locations:
 - Northcote Terrace / Dutton Terrace
 - Nottage Terrace / Victoria Road
 - Robe Terrace - Ring Route (R1) / Robe Terrace side road
- Conduct discussions with (DPTI) to gain approval because the roads are State Government owned and maintained

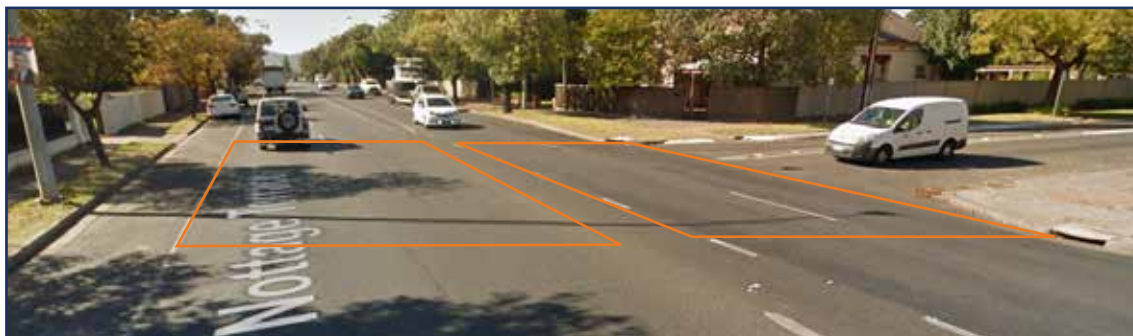


Example of a 'KEEP CLEAR' treatment
Fitzroy Terrace in Prospect

Proposed Locations:



Northcote Terrace / Dutton Terrace looking north



Nottage Terrace / Victoria Road looking east



Robe Terrace - City Ring Route (R1) / Robe Terrace side road looking east

11 Review Parking at Eastern End of Briar Avenue

At certain times, especially on school days, the eastern end of Briar Avenue can have a high parking demand due to the Wilderness School, resident parking and limited alternatives.

Actions:

- Liaise with residents and the Wilderness School on parking controls to develop practical solutions for parking along Briar Avenue
- May need to conduct parking surveys to determine the appropriate parking restrictions



Briar Avenue / Hawkers Road Junction looking South



Briar Avenue looking west from Hawkers Road

Willyama Avenue is a short, local access road with low vehicle volumes. Closing one end of the road will lead to

- Reduced vehicle volumes
- Potential for a small pocket park
- Safer and quieter street

Medindie currently only has one public green space at the corner of Hawkers Road / Dutton Terrace.

Actions:

- It is proposed to close off Willyama Avenue at Briar Avenue (southern end) as a cul-de-sac
- Rasp Avenue and Briar Avenue will be alternative roads for local resident access
- By closing the southern end of Willyama Avenue, a small pocket park could be designed and installed



Willyama Avenue (southern end)

Examples of small pocket parks in local streets



Ely Place in Adelaide near Gilles Street



Rugby Street / Cremorne Street in Unley

Meeting:	Council
Title:	PDI Act - Delegations Update April 2021
Responsible Manager:	Group Manager Planning Environment & Regulatory Services, Andreea Caddy
Author:	Senior Planner, Carly Walker
Key Pillar:	Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation
Key Focus Area:	Financial Guiding Principle 4 – Robust and transparent allocation and prioritisation of resources
Type of Report:	Decision Required

Recommendation

1. That Council hereby revokes all previous delegations made to the person occupying the position of Chief Executive Officer under Instrument A, Instrument of Delegation under the *Planning, Development and Infrastructure Act 2016*.
2. In exercise of the power contained in section 44 of the *Local Government Act 1999* the powers and functions under the *Planning, Development and Infrastructure Act 2016* and statutory instruments made thereunder contained in the proposed Instrument of Delegation (annexed to the Report dated 19 April 2021 and entitled Delegations Update April 2021 and marked Appendix A) are hereby delegated this 19th day of April 2021 to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.
3. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with sections 44 and 101 of the *Local Government Act 1999* as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation.
4. That the amended CAP - Terms of Reference contained in Attachment C be endorsed.

Summary

This report seeks to delegate the power to remove and appoint Panel Members under section 82 and 83 of the *Planning, Development and Infrastructure Act 2016* to the CEO. As a result, any delegations previously issued under the Instrument A Instruments of Delegation under the PDI Act need to be revoked and new delegations issued.

Background

The power to appoint and conversely remove Assessment Panel Members under Section 82 and 83 of the *Planning, Development and Infrastructure Act 2016* is necessary from an operational perspective.

This power currently rests with the Council under Instrument A, which is contained within Attachment A.

The existing Council Assessment Panel Terms of Reference (contained in Attachment B), as endorsed by Council on 20 July 2020, envisages the following instances where a CAP Member may be removed from office:

- a) A breach of a condition of his or her appointment as a CAP Member;
- b) Misconduct;
- c) Neglect of duty in attending to the role and responsibilities as a CAP Member;
- d) A failure or inability to carry out satisfactorily the duties of his or her office;
- e) A breach of fiduciary duty that arises by virtue of his or her appointment as a CAP Member;
- f) A breach of any code of conduct applicable to CAP Members;
- g) Failure to comply with the requirements set out in section 83(1)(c) - (g) of the Act.
- h) Except in relation to Deputy Members, a failure without reasonable excuse to attend three (3) consecutive CAP meetings without the CAP previously having resolved to grant a leave of absence to the CAP Member;
- i) In relation to a Deputy Member, a failure without reasonable excuse on three (3) consecutive occasions to attend a meeting of the CAP when requested to do so;
- j) For any other reason the Council considers appropriate.

Discussion/Issues for Consideration

From a risk perspective, there are instances where it may be problematic to wait for the cycle of an Ordinary Council Meeting to remove and/or appoint a Panel Member. For example, should a Panel Member have engaged in misconduct and an up and coming Panel meeting be deciding an application for a potential deemed consent and a quorum not be anticipated, the meeting would not be able to proceed. In such instances, Council would be in a position to either proceed with the approval of the deemed consent or enter in Court proceedings to quash the decision. Such a risk can be avoided by amending the delegations to enable Administration to exercise that authority.

Similarly, if two Panel members decide to resign at the same time prior to a Panel Meeting, this could also put the Panel at risk of not having a quorum.

On this basis, Instrument A (as found in Attachment A) has been drafted to give the Chief Executive Officer (CEO) the ability to remove and appoint Panel Members on an unconditional basis.

In order to facilitate this change to the delegations, the existing Terms of Reference (found in Attachment B), has been amended. The revised Terms of Reference can be found within Attachment C, and includes the following changes (shown in red in attachment:

- Technical changes required as a result of the commencement of the Phase Three Planning and Design Code;

- The removal of the right of the Panel Member to make a submission to the Council, which has been replaced with the ability to make a submission to the CEO, not less than seven (7) days prior to their removal; and
- Otherwise, replacement of “Council” with “CEO.”

As a reminder, those powers which are no longer able to be delegated have been highlighted in green in Instrument A.

Those new powers to be delegated to the CEO are now shown in yellow.

In line with general practice, all proposed delegations under the ‘new’ Instrument A have been made to the person occupying the position of Chief Executive Officer, unless otherwise specified, to enable the Administration to undertake the functional and operational roles effectively and efficiently.

Options for Consideration

Option 1

That Council delegates, to the Chief Executive Officer, the powers and functions as contained within Instruments A of the Instruments of Delegations under the *Planning, Development and Infrastructure Act 2016* (listed as Appendix A). Further, that the revised Terms of Reference, found in Attachment C, be endorsed by Council.

Option 2

That Council reviews and amends the powers and functions as contained within Instrument A of the Instruments of Delegations under the *Planning, Development and Infrastructure Act 2016* (listed as Appendix A). That the existing Terms of Reference, found in Attachment B, be retained.

Analysis of Options

In essence, the powers and functions proposed to be delegated to the Chief Executive Officer in Instrument A of the Instruments of Delegation under the PDI Act are of an operational nature and will enable the Chief Executive Officer to administer the provisions of the PDI Act in an effective and efficient manner.

Financial Implications

There are no known financial implications in providing the powers and functions to the Chief Executive Officer under the *Planning, Development and Infrastructure Act 2016* (Appendix A to this report) nor in adopting the revised Terms of Reference.

Community Implications

There are no known community implications in providing the powers and functions to the Chief Executive Officer under the *Planning, Development and Infrastructure Act 2016* (Appendix A), nor in adopting the revised Terms of Reference.

Regional Implications

There are no known regional implications in providing the powers and functions to the Chief Executive Officer under the *Planning, Development and Infrastructure Act 2016* (Appendix A to this report), nor in adopting the revised Terms of Reference.

Governance Implications

Delegations are to be issued in accordance with section 44 of the *Local Government Act 1999*. They provide a transparent and accountable decision making tool for the Administration without the need to

overly burden Council with administrative matters. The revised Terms of Reference, drafted in accordance with section 83 of the *Planning, Development and Infrastructure Act 2016*, sets the operational frameworks for the exercise of the these powers.

Preferred Option & Reasoning

Option 1 is the preferred option. Administration have analysed the amended and existing Instruments of Delegation, taking into account legislative requirements, appropriateness and effectiveness of the delegation and have proposed new Instruments of Delegation to the Chief Executive Officer accordingly.

The proposed delegations and revised Terms of Reference enable the Chief Executive Officer to administer the delegated provisions of the *Planning, Development and Infrastructure Act 2016* in an effective manner and provide the most suitable response to Key Pillar 7.

Attachments

Appendix A	Instrument A - Proposed Instrument of Delegation under the <i>Planning, Development and Infrastructure Act 2016</i>
Appendix B	Existing CAP Terms of Reference
Appendix C	Draft Amended CAP Terms of Reference

INSTRUMENT A**INSTRUMENT OF DELEGATION UNDER THE
PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016, REGULATIONS,
PLANNING & DESIGN CODE AND PRACTICE DIRECTIONS OF POWERS OF A
COUNCIL AS:**

- **A COUNCIL;**
- **A DESIGNATED AUTHORITY;**
- **A DESIGNATED ENTITY**

NOTES

1. Conditions or Limitations: conditions or limitations may apply to the delegations contained in this Instrument. Refer to the Schedule of Conditions at the back of this document.
2. Refer to the relevant Council resolution(s) to identify when these delegations were made, reviewed and or amended.

POWERS AND FUNCTIONS DELEGATED IN THIS INSTRUMENT

SECTION	POWERS TO BE DELEGATED	Delegate AND Conditions/ Limitations
5	Planning Regions and Greater Adelaide	
	The power pursuant to Section 5(5)(b) of the Planning, Development and Infrastructure Act 2016 (the PDI Act) to make submissions to the Minister on a proposed proclamation under Section 5 of the PDI Act.	Council Only
6	Subregions	
	The power pursuant to Section 6(3)(b) of the PDI Act to make submissions to the Minister on the Minister's proposed course of action.	Council Only
7	Environment and Food Production Areas – Greater Adelaide	
	The power pursuant to Section 7(5)(b) of the PDI Act, in relation to a proposed development in an environment and food production area that involves a division of land that would create 1 or more additional allotments to concur in the granting of the development authorisation to the	

	development.	
22	Functions	
	The power pursuant to Section 22(4)(a)(i) of the PDI Act to, if an inquiry is conducted by the Commission under Section 22(1)(e) of the PDI Act make submissions or representations.	CEO
35	Planning Agreements	
	The power pursuant to Section 35(1)(a) of the PDI Act and subject to Section 35 of the PDI Act to enter into an agreement (a planning agreement) with the Minister relating to a specified area of the State subject to Section 35 of the PDI Act.	
	The power pursuant to Section 35(3) of the PDI Act to, in a planning agreement, include provisions that outline the purposes of the agreement and the outcomes that the agreement is intended to achieve and to provide for:	
1.1.1	(a) the setting of objectives, priorities and targets for the area covered by the agreement; and	
1.1.2	(b) the constitution of a joint planning board including, in relation to such a board:	
	(i) the membership of the board, being between 3 and 7 members (inclusive); and	
	(ii) subject to Section 35(4) of the PDI Act, the criteria for membership; and	
	(iii) the procedures to be followed with respect to the appointment of members; and	
	(iv) the terms of office of members; and	
	(v) conditions of appointment of members, or the method by which those conditions will be determined, and the grounds on which, and the procedures by which, a member may be removed from office; and	

	(vi) the appointment of deputy members; and	
	(vii) the procedures of the board; and	
1.1.3	(c) the delegation of functions and powers to the joint planning board (including, if appropriate, functions or powers under another Act); and	
1.1.4	(d) the staffing and other support issues associated with the operations of the joint planning board; and	
1.1.5	(e) financial and resource issues associated with the operations of the joint planning board, including:	
	(i) the formulation and implementation of budgets; and	
	(ii) the proportions in which the parties to the agreement will be responsible for costs and other liabilities associated with the activities of the board; and	
1.1.6	(f) such other matters as the delegate thinks fit.	
	The power pursuant to Section 35(5)(a) of the PDI Act, at the expiry of a planning agreement, to replace it with a new agreement (in the same or different terms).	
	The power pursuant to Section 35(5)(b) of the PDI Act, to vary or terminate a planning agreement by agreement between the parties to the agreement.	
41	Appointment of Administrator	
	The power pursuant to Section 41(2)(a) of the PDI Act to make submissions to the Minister on the Minister appointing an administrator under Section 41 of the PDI Act.	Council Only
44	Community Engagement Charter	
	The power pursuant to Section 44(6)(a) of the PDI Act, to make submissions in relation to any proposal to prepare or amend a designated instrument under Part 5 Division 2 Subdivision 5 of the PDI Act that is relevant to the Council (unless the proposal has been initiated by the	CEO where not involving amendments to the Planning and Design Code. Council

	Council).	otherwise.
	The power pursuant to Section 44(9)(b) of the PDI Act to the extent that Section 44(9)(a) of the PDI Act does not apply, have regard to, and seek to achieve, any principles or performance outcomes that apply in a relevant case.	CEO
	The power pursuant to Section 44(10) of the PDI Act to seek the approval of the Commission to adopt an alternative way to achieving compliance with a requirement of the charter; and with the approval of the Commission, adopt an alternative way to achieving compliance with a requirement of the charter.	CEO
45	Preparation and Amendment of Charter	
	The power pursuant to Section 45(2)(c) of the PDI Act to make representations (including in writing or via the SA planning portal) on a proposal to prepare or amend the charter.	CEO
73	Preparation and Amendment	
	The power pursuant to Section 73(2)(b)(iv) of the PDI Act to: seek the approval of the Minister to initiate a proposal to amend a designated instrument; and initiate a proposal to amend a designated instrument with the approval of the Minister acting on the advice of the Commission.	Council Only
	The power pursuant to Section 73(6) of the PDI Act where the Council is authorised or approved under Section 73 of the PDI Act, after all of the requirements of Section 73 of the PDI Act have been satisfied:	CEO
	(a) to prepare a draft of the relevant proposal; and	
	(b) to comply with the Community Engagement Charter for the purposes of consultation in relation to the proposal; and	
	(c) to the extent that paragraph (b) of Section 73(6) of the PDI Act does not apply, in the case of a proposed amendment to a regional plan that has been prepared by a joint planning board where the amendment is not being proposed by the joint planning board –consult	

	with the joint planning board; and	
	(d) to the extent that paragraph (b) of Section 73(6) of the PDI Act does not apply, in the case of a proposed amendment to the Planning and Design Code that will have a specific impact on 1 or more particular pieces of land in a particular zone or subzone (rather than more generally) – to take reasonable steps to give:	
	(i) an owner or occupier of the land; and	
	(ii) an owner or occupier of each piece of adjacent land,	
	a notice in accordance with the regulations; and	
	(e) to consult with any person or body specified by the Commission and any other person or body as the delegate thinks fit; and	
	(f) to carry out such investigations and obtain such information specified by the Commission; and	
	(g) to comply with any requirement prescribed by the regulations.	
	The power pursuant to Section 73(7) of the PDI Act, after complying with Section 73(6) of the PDI Act, to prepare a report in accordance with any practice direction that applies for the purposes of Section 73 of the PDI Act (including information about any change to the original proposal that the delegate considers should be made) and furnish a copy of the report to the Minister.	Council Only
	The power pursuant to Section 73(8) of the PDI Act, after the Council has furnished a report to the Minister under Section 73(7) of the PDI Act, to ensure that a copy of the report is published on the SA planning portal in accordance with a practice direction that applies for the purposes of Section 73 of the PDI Act.	CEO
	The power pursuant to Section 73(9) of the PDI Act to enter into an agreement with a person for the recovery of costs incurred by the Council in relation to an amendment of the Planning and Design Code or a design standard under Section 73 of the PDI Act (subject to the	CEO

	requirement to charge costs under Section 73(4)(b) of the PDI Act (if relevant)).	
74	Parliamentary Scrutiny	
	The power pursuant to Section 74(8)(c) of the PDI Act if the ERD Committee is proposing to suggest an amendment under Section 74(4) of the PDI Act and the amendment is specifically relevant to the Council, to provide a comment and response within the period of 2 weeks.	CEO
75	Complying Changes – Planning and Design Code	
	The power pursuant to Section 75(1) of the PDI Act to submit to the Minister a proposal to agree to an amendment to the Planning and Design Code under Section 75 of the PDI Act if:	Council Only
	(a) the amendment comprises a change to:	
	(i) the boundary of a zone or subzone; or	
	(ii) the application of an overlay; and	
	(b) the amendment is consistent with a recommendation in the relevant regional plan that, through the use of:	
	(i) specific maps or other spatial information; and	
	(ii) specific information about the changes that are being proposed,	
	clearly and specifically identifies (in the opinion of the Minister) the changes that are considered to be appropriate.	
	The power pursuant to Section 75(3) of the PDI Act to effect an amendment under Section 75 of the PDI Act by an instrument deposited on the SA Planning database (in accordance with requirements established by the Chief Executive).	CEO – refer to limitations

82	Entities Constituting Relevant Authorities	
	The power pursuant to Section 82(d) of the PDI Act, subject to the PDI Act, to appoint an assessment panel.	CEO
83	Panels Established by Joint Planning Boards or Councils	CEO
	The power pursuant to Section 83(1) of the PDI Act in relation to an assessment panel appointed by the Council under Division 1 of Part 6 of the PDI Act, to:	
	(a) appoint more than 1 assessment panel and if the delegate does so, to clearly specify which class of development each assessment panel is to assess;	
	(b) determine:	
	(i) the membership of the assessment panel, being no more than 5 members, only 1 of which may be a member of a Council, and, if the delegate thinks fit, on the basis that the assessment panel will be constituted by a different number of members depending on the particular class of development that is being assessed by the assessment panel; and	
	(ii) the procedures to be followed with respect to the appointment of members; and	
	(iii) the terms of office of members; and	
	(iv) conditions of appointment of members, or the method by which those conditions will be determined, (including as to their remuneration) and the grounds on which, and the procedures by which, a member may be removed from office; and	
	(v) the appointment of deputy members; and	
	(vi) who will act as the presiding member of the panel and the process for appointing an acting presiding member.	
	The power pursuant to Section 83(1)(h) of the PDI Act to arrange the staffing and support required for the	CEO

	purposes of the operations of the panel.	
	The power pursuant to Section 83(1)(i) of the PDI Act to substitute the existing members of the panel with new members if directed to do so by the Minister acting on recommendation of the Commission under Section 86 of the PDI Act.	CEO
	The power pursuant to Section 83(2) of the PDI Act to form the opinion and be satisfied that a person to be appointed as a member of an assessment panel who is a member, or former member, of a Council is appropriately qualified to act as a member of the assessment panel on account of the person's experience in local government.	CEO
84	Panels Established by Minister	
	The power pursuant to Section 84(1)(c)(ii)(A) of the PDI Act to request the Minister to constitute a regional assessment panel in relation to the combined areas of the Council and one or more other Councils.	Council Only
	The power pursuant to Section 84(1)(c)(ii)(B) of the PDI Act to make submissions to the Minister about the constitution of a regional assessment panel in relation to the area of the Council and one or more other Councils (or parts of such areas).	Council Only
86	Substitution of Local Panels	
	The power pursuant to Section 86(2)(a) of the PDI Act to make submissions to the Commission in relation to an inquiry.	CEO
89	Notification of Acting	
	The power pursuant to Section 89(b) of the PDI Act to require an accredited professional to provide such information or documentation as the delegate may require.	CEO, AM

94	Relevant Authority - Commission	
	The power pursuant to Section 94(1)(g) of the PDI Act to make a request to the Minister that the Minister declare, by notice served on the proponent, that the Minister desires the Commission to act as the relevant authority in relation to the proposed development.	Council Only
102	Matters Against which Development Must be Assessed	
	The power pursuant to Section 102(1)(c)(iv) of the PDI Act in relation to a proposed division of land (otherwise than under the Community Titles Act 1996 or the Strata Titles Act 1988) where land is to be vested in the Council, to consent to the vesting.	
	The power pursuant to Section 102(1)(d)(iv) of the PDI Act in relation to a proposed division of land under the Community Titles Act 1996 or the Strata Titles Act 1988 where land is to be vested in the Council, to consent to the vesting.	
	The power pursuant to Section 102(11)(b) of the PDI Act to impose a reasonable charge on account of an encroachment over land under the care, control and management of the Council when the relevant development is undertaken.	
110	Restricted Development	
	The power pursuant to Section 110(2)(b) of the PDI Act to, in accordance with the regulations and within a period prescribed by the regulations, make representations to the Commission in relation to the granting or refusal of planning consent.	CEO
	The power pursuant to Section 110(c)(ii) of the PDI Act to appear personally or by representative before the Commission to be heard in support of the Council's representation.	CEO
	The power pursuant to Section 110(7) of the PDI Act to appeal against a decision on a development classified as restricted development.	CEO

112	Level of Detail	
	The power pursuant to Section 112(b) of the PDI Act to express views in relation to the level of detail required in relation to an EIS.	CEO
113	EIS Process	
	The power pursuant to Section 113(5)(a)(iii) of the PDI Act to comment and report within the time prescribed by the regulations on an EIS referred to the Council by the Minister.	Council Only
114	Amendment of EIS	
	The power pursuant to Section 114(2)(b) of the PDI Act to make written submissions on the amendment to the Minister.	Council Only
130	Essential Infrastructure – Alternative Assessment Process	
	The power pursuant to Section 130(6) of the PDI Act to report to the Commission on any matters contained in a notice under Section 130(5) of the PDI Act.	CEO
	The power pursuant to Section 130(14) of the PDI Act to, if the Council has, in relation to any matters referred to the Council under Section 130(5) of the PDI Act, expressed opposition to the proposed development in its report under Section 130(6) of the PDI Act, withdraw the Council's opposition.	CEO
131	Development Assessment – Crown Development	
	The power pursuant to Section 131(7) of the PDI Act to report to the Commission on any matters contained in a notice under Section 131(6) of the PDI Act.	CEO
	The power pursuant to Section 131(15) of the PDI Act to, if the Council has, in relation to any matters referred to the Council under Section 131(6) of the PDI Act expressed opposition to the proposed development in its report under Section 131(7) of the PDI Act, withdraw the Council's opposition.	CEO – see limitations

138	Land Division Certificate	
	The power pursuant to Section 138(1) of the PDI Act to enter into a binding agreement supported by adequate security and if the regulations so require in a form prescribed by the regulations.	
	The power pursuant to Section 138(2) of the PDI Act to furnish the Commission with appropriate information as to compliance with a particular condition and to comply with any requirement prescribed by the regulations.	CEO
141	Action if Development Not Completed	
	The power pursuant to Section 141(1) of the PDI Act, if:	CEO
	(a) an approval is granted under the PDI Act; but	
	(b) -	
	(i) the development to which the approval relates has been commenced but not substantially completed within the period prescribed by the regulations for the lapse of the approval; or	
	(ii) in the case of a development that is envisaged to be undertaken in stages - the development is not undertaken or substantially completed in the manner or within the period contemplated by the approval,	
	to apply to the Court for an order under Section 141 of the PDI Act.	
	The power pursuant to Section 141(5) of the PDI Act, if the Court makes an order under Section 141(3)(a), (b) or (d) of the PDI Act and a person fails to comply with the order within the period specified by the Court, to cause any work contemplated by the order to be carried out, and to recover the costs of that work, as a debt from the person.	CEO
	The power pursuant to Section 141(6) of the PDI Act, if an amount is recoverable from a person by the Council under Section 141(5) of the PDI Act:	CEO

	(a) to, by notice in writing to the person, fix a period, being not less than 28 days from the date of the notice, within which the amount must be paid by the person.	
142	Completion of Work	
	The power pursuant to Section 142(1) of the PDI Act, if:	CEO
	(a) an approval is granted under the PDI Act; but	
	(b) the development to which the approval relates has been substantially but not fully completed within the period prescribed by the regulations for the lapse of the approval,	
	to, by notice in writing, require the owner of the relevant land to complete the development within a period specified in the notice.	
	The power pursuant to Section 142(2) of the PDI Act, if an owner fails to carry out work as required by a notice under Section 142(1) of the PDI Act, to cause the necessary work to be carried out.	CEO
	The power pursuant to Section 142(3) of the PDI Act to recover as a debt due from the owner, the reasonable costs and expenses incurred by the Council (or any person acting on behalf of the Council) under Section 142 of the PDI Act.	CEO
	The power pursuant to Section 142(4) of the PDI Act, if an amount is recoverable from a person by the Council under Section 142 of the PDI Act:	CEO
	(a) to, by notice in writing to the person, fix a period, being not less than 28 days from the date of the notice, within which the amount must be paid by the person.	
146	Notification During Building	
	The power pursuant to Section 146(3) of the PDI Act to, subject to Section 146(4) of the PDI Act, direct a person who is carrying out building work to stop building work when a mandatory notification stage has been reached	CEO

	pending an inspection by an authorised officer who holds prescribed qualifications.	
151	Classification of Buildings	
	The power pursuant to Section 151(2) of the PDI Act to assign to a building erected in the Council's area a classification that conforms with the regulations.	CEO
	The power pursuant to Section 151(3) of the PDI Act, if the Council assigns a classification under Section 151 of the PDI Act, to give notice in writing to the owner of the building to which the classification has been assigned, of the classification assigned to the building.	CEO
152	Certificates of Occupancy	
	The power pursuant to Section 152(2) of the PDI Act to issue a certificate of occupancy.	CEO
	The power pursuant to Section 152(3)(a) of the PDI Act to require an application for a certificate of occupancy to include any information required by the delegate.	CEO
	The power pursuant to Section 152(3)(c) of the PDI Act to determine the appropriate fee.	CEO
	The power pursuant to Section 152(5) of the PDI Act to consider any report supplied under Section 152(4) of the PDI Act before deciding the application.	CEO
	The power pursuant to Section 152(6) of the PDI Act to issue the certificate if the delegate is satisfied (in accordance with procedures set out in the regulations and on the basis of information provided or obtained under Section 152 of the PDI Act) that the relevant building is suitable for occupation and complies with such requirements as may be prescribed by the regulations for the purposes of Section 152(6) of the PDI Act.	CEO
	The power pursuant to Section 152(10) of the PDI Act, if the Council refuses an application to notify the applicant in writing of:	CEO
	(a) the refusal; and	

	(b) the reasons for the refusal; and	
	(c) the applicant's right of appeal under the PDI Act.	
	The power pursuant to Section 152(12) of the PDI Act to issue a certificate of occupancy that applies to the whole or part of a building.	CEO
	The power pursuant to Section 152(13) of the PDI Act to, in accordance with the regulations, revoke a certificate of occupancy in prescribed circumstances.	CEO
153	Temporary Occupation	
	The power pursuant to Section 153(1) of the PDI Act to grant an approval to a person to occupy a building on a temporary basis without a certificate of occupancy.	CEO
	The power pursuant to Section 153(2) of the PDI Act to grant an approval under Section 153(1) of the PDI Act on such conditions (if any) as the delegate thinks fit to impose.	CEO
	The power pursuant to Section 153(3) of the PDI Act if the Council refuses an application to notify the applicant in writing of:	CEO
	(a) the refusal; and	
	(b) the reasons for the refusal; and	
	(c) the applicant's right of appeal under the PDI Act.	
155	Emergency Orders	
	The power pursuant to Section 155(5) of the PDI Act, if an owner fails to carry out work as required by an emergency order, to cause the necessary work to be carried out.	CEO
	The power pursuant to Section 155(6) of the PDI Act to recover as a debt due from the owner the reasonable costs and expenses incurred by the Council (or any person acting on behalf of the Council) under Section 155 of the PDI Act.	CEO

	The power pursuant to Section 155(7) of the PDI Act, if an amount is recoverable from a person by the Council under Section 155 of the PDI Act to, by notice in writing to the person, fix a period, being not less than 28 days from the date of the notice, within which the amount must be paid by the person.	CEO
157	Fire Safety	
	The power pursuant to Section 157(16) of the PDI Act to establish a body and designate it as an appropriate authority under Section 157 of the PDI Act.	
	The power pursuant to Section 157(17) of the PDI Act to:	CEO
	(a) appoint to the appropriate authority:	
	(i) a person who holds prescribed qualifications in building surveying; and	
	(ii) an authorised officer under Part 3 Division 5 or Section 86 of the Fire and Emergency Services Act 2005 who has been approved by the Chief Officer of the relevant fire authority to participate as a member of the appropriate authority; and	
	(iii) a person with expertise in the area of fire safety; and	
	(iv) if so determined by the delegate, a person selected by the delegate;	
	(b) specify a term of office of a member of the appropriate authority (other than a member under Section 157(17)(a)(ii) of the PDI Act;	
	(c) remove a member of the appropriate authority from office for any reasonable cause;	
	(d) appoint deputy members;	
	(e) determine the appropriate authority's procedures (including as to quorum).	

163	Initiation of Scheme	
	The power pursuant to Section 163(3)(b) of the PDI Act to request the Minister initiate a proposal to proceed under Section 163 of the PDI Act.	Council Only
	The power pursuant to Section 163(10) of the PDI Act to make submissions to the Minister in relation to the draft outline.	Council Only
164	Initiation of Scheme	
	The power pursuant to Section 164(3) of the PDI Act to request the Minister initiate a proposal to proceed under Section 164 of the PDI Act.	Council Only
	The power pursuant to Section 164(12) of the PDI Act to make submissions to the Minister in relation to the draft outline.	Council Only
	Consideration of Proposed Scheme	
	The power pursuant to Section 166(1)(c) of the PDI Act to consult with a scheme coordinator in relation to a scheme in accordance with the Community Engagement Charter.	CEO
167	Adoption of Scheme	
	The power pursuant to Section 167(7) of the PDI Act to make submissions to the Minister in relation to a variation to an outline of a scheme.	Council Only
169	Funding Arrangements	
	The power pursuant to Section 169(2)(b) of the PDI Act in relation to a scheme that provides for the collection of contributions under Subdivision 8 of the PDI Act to apply for any matter to be considered or determined by ESCOSA or some other prescribed person or body as part of a periodic review of the levels and amounts of those contributions.	
	The power pursuant to Section 169(9) of the PDI Act to make submissions to the Commission in relation to a funding arrangement that is specifically relevant to the	

	Council.	
177	Contributions by Constituent Councils	
	The power pursuant to Section 177(4) of the PDI Act to make submissions to the Minister in relation to the Council's share.	Council Only
	The power pursuant to Section 177(5) of the PDI Act to, at the request of the Minister, supply the Minister with information in the possession of the Council to enable the Minister to determine shares under Sections 177(2) and (3) of the PDI Act.	Council Only
180	Imposition of Charge by Councils	
	The power pursuant to Section 180(7) of the PDI Act, if the Council incurs costs in recovering a charge as a debt, to claim the reimbursement of those costs (insofar as they are reasonable) from the relevant fund established under subdivision 9, Division 1, Part 13 of the PDI Act.	CEO
187	Authorised Works	
	The power pursuant to Section 187(1) of the PDI Act, subject to Section 187(3) of the PDI Act, to carry out any infrastructure works if the Council is authorised to so do by or under the PDI Act or any other Act.	CEO
	The power pursuant to Section 187(5) of the PDI Act, subject to Section 187(6) of the PDI Act, to in relation to a proposal that involves disturbing the surface of a road, or that otherwise relates to a road to:	CEO
	(a) inform the relevant road maintenance authority of the proposal at least 28 days before the proposed commencement of any work; and	
	(b) give the relevant road maintenance authority a reasonable opportunity to consult with the Council in relation to the matter; and	
	(c) ensure that proper consideration is given to the views of the road maintenance authority.	

	The power pursuant to Section 187(5)(b) of the PDI Act to make submissions to the designated entity in relation to the matter.	CEO
	The power pursuant to Section 187(6) of the PDI Act, in a case of emergency, to only comply with Section 187(5) of the PDI Act to such extent as is practicable in the circumstances.	CEO
188	Entry onto Land	
	The power pursuant to Section 188(1) of the PDI Act to authorise a person for the purpose of undertaking any work or activity in connection with the exercise of a power under Division 2 of Part 13 of the PDI Act to:	CEO
	(a) enter and pass over any land; and	
	(b) bring onto any land any vehicles, plant or equipment; and	
	(c) temporarily occupy land; and	
	(d) do anything else reasonably required in connection with the exercise of the power.	
	The power pursuant to Section 188(4) of the PDI Act to pay reasonable compensation on account of any loss or damage caused by the exercise of a power under Section 188(1) of the PDI Act.	
189	Acquisition of Land	
	The power pursuant to Section 189(1) of the PDI Act, to:	Council Only
	seek the consent of the Minister to acquire land for a purpose associated with infrastructure works under and in accordance with the <i>Land Acquisition Act 1969</i> ; and	
	with the consent of the Minister, acquire land for a purpose associated with infrastructure works under and in accordance with the <i>Land Acquisition Act 1969</i> .	

192	Land Management Agreements	
	The power pursuant to Section 192(1) of the PDI Act to enter into an agreement relating to the development, management, preservation or conservation of land with the owner of the land or a designated entity.	CEO
	The power pursuant to Section 192(2) of the PDI Act to enter into an agreement relating to the management, preservation or conservation of the land with a greenway authority.	
	The power pursuant to Section 192(4) of the PDI Act in considering whether to enter into an agreement under Section 192 of the PDI Act which relates to the development of land and, if such an agreement is to be entered into, in considering the terms of the agreement, to have regard to:	CEO
	(a) the provisions of the Planning and Design Code and to any relevant development authorisation under the PDI Act; and	
	(b) the principle that the entering into of an agreement under Section 192 of the PDI Act by the Council should not be used as a substitute to proceeding with an amendment to the Planning and Design Code under the PDI Act.	
	The power pursuant to Section 192(5) of the PDI Act to register agreements entered into under Section 192 of the PDI Act in accordance with the regulations.	CEO
	The power pursuant to Section 192(8) of the PDI Act to carry out on private land any work for which provision is made by agreement under Section 192 of the PDI Act.	CEO
	The power pursuant to Section 192(10) of the PDI Act to express a provision under Section 192(9) of the PDI Act as extending to, or being for the benefit of, a person or body who or which is not a party to the agreement.	CEO
	The power pursuant to Section 192(11) of the PDI Act to consent to the owner of land entering into an agreement under Section 192 of the PDI Act where the Council has a	CEO

	legal interest in the land.	
	The power pursuant to Section 192(12) of the PDI Act to apply to the Registrar-General, to note the agreement against the relevant instrument of title or, in the case of land not under the provisions of the Real Property Act 1886, against the land.	CEO
	The power pursuant to Section 192(15) of the PDI Act to apply to the Registrar-General in relation to an agreement to which a note has been made under Section 192 of the PDI Act that has been rescinded or amended, to enter a note of the rescission or amendment against the instrument of title, or against the land.	CEO
	The power pursuant to Section 192(16) of the PDI Act to provide in an agreement under Section 192 of the PDI Act for remission of rates or taxes on the land.	
	The power pursuant to Section 192(17) of the PDI Act to seek the Minister's consent to providing in an agreement under Section 192 of the PDI Act entered into by the Council for the remission of rates or taxes payable to the Crown.	Council Only
	The power pursuant to Section 192(17) of the PDI Act to consent to an agreement entered into by the Minister under Section 192 of the PDI Act, providing for the remission of rates or taxes payable to the Council.	
	The power pursuant to Section 192(18) of the PDI Act to take into account the existence of an agreement under Section 192 of the PDI Act when assessing an application for a development authorisation under the PDI Act.	CEO
193	Land Management Agreements – Development Applications	
	The power pursuant to Section 193(1) of the PDI Act to, subject to Section 193 of the PDI Act, enter into an agreement under Section 193 of the PDI Act with a person who is applying for a development authorisation under the PDI Act that will, in the event that the relevant development is approved, bind:	CEO

	(a) the person; and	
	(b) any other person who has the benefit of the development authorisation; and	
	(c) the owner of the relevant land (if he or she is not within the ambit of Sections 193(a) or (b) of the PDI Act and if the other requirements of Section 193 of the PDI Act are satisfied).	
	The power pursuant to Section 193(2) of the PDI Act to enter into an agreement under Section 193 of the PDI Act in relation to any matter that the delegate agrees is relevant to the proposed development (including a matter that is not necessarily relevant to the assessment of the development under the PDI Act).	CEO
	The power pursuant to Section 193(3) of the PDI Act to have regard to:	
	(a) the provisions of the Planning and Design Code; and	
	(b) the principle that the entering into of an agreement under Section 193 of the PDI Act by the Council should not be used as a substitute to proceeding with an amendment to the Planning and Design Code under the PDI Act.	
	The power pursuant to Section 193(5) of the PDI Act to register agreements entered into under Section 193 of the PDI Act in accordance with the regulations.	CEO
	The power pursuant to Section 193(10) of the PDI Act to consent to an application to note the agreement against the relevant instrument of title or the land.	CEO
	The power pursuant to Section 193(11) of the PDI Act to consent to an owner of land entering into an agreement or giving a consent under Section 192(10) of the PDI Act where the Council has a legal interest in the land.	
	The power pursuant to Section 193(13) of the PDI Act to apply to the Registrar-General to note the agreement against the relevant instrument of title or, in the case of land not under the provisions of the Real Property Act	CEO

	1886, against the land.	
	The power pursuant to Section 193(15) of the PDI Act to apply to the Registrar-General in relation to an agreement under Section 193 that has been rescinded or amended, to enter a note of the rescission or amendment against the instrument of title, or against the land.	CEO
	The power pursuant to Section 193(16) of the PDI Act, if an agreement under Section 193 of the PDI Act does not have effect under Section 193 of the PDI Act within the period prescribed by the regulations, to by notice given in accordance with the regulations, lapse the relevant development approval.	CEO
197	Off-setting Contributions	
	The power pursuant to Section 197(1)(b) of the PDI Act to seek the approval of the Minister to act under Section 197 of the PDI Act.	Council Only
	The power pursuant to Section 197(2) of the PDI Act to establish a scheme under Section 197 of the PDI Act that is designed to support or facilitate:	CEO
	(a) development that may be in the public interest or otherwise considered by the delegate as being appropriate in particular circumstances (including by the provision of facilities at a different site); or	
	(b) planning or development initiatives that will further the objects of the PDI Act or support the principles that relate to the planning system established by the PDI Act; or	
	(c) any other initiative or policy:	
	(i) designated by the Planning and Design Code for the purposes of Section 197(2)(c)(i) of the PDI Act;	
	(ii) prescribed by the regulations for the purposes of Section 197(2)(c)(ii) of the PDI Act.	
	The power pursuant to Section 197(3) of the PDI Act to include in a scheme established under Section 197 of the	CEO

	PDI Act:	
	(a) an ability or requirement for a person who is proposing to undertake development (or who has the benefit of an approval under the PDI Act):	
	(i) to make a contribution to a fund established as part of the scheme; or	
	(ii) to undertake work or to achieve some other goal or outcome (on an 'in kind' basis); or	
	(iii) to proceed under a combination of Sections 197(3)(a)(i) and (ii) of the PDI Act,	
	in order to provide for or address a particular matter identified by the scheme; and	
	(b) an ability for a provision of the Planning and Design Code to apply with a specified variation under the terms of the scheme; and	
	(c) an ability for any relevant authority to act under or in connection with Sections 197(3)(a) or (b) of the PDI Act.	
	The power pursuant to Section 197(4)(b) of the PDI Act to apply the fund towards the purposes of the scheme in accordance with any directions or approvals of the Treasurer made or given after consultation with the Minister.	CEO
	The power pursuant to Section 197(4)(c) of the PDI Act to invest money that is not immediately required for the purposes of the fund in accordance with provisions included in the scheme.	CEO
	The power pursuant to Section 197(7) of the PDI Act to:	Council Only
	(a) seek the approval of the Minister to vary or wind up a scheme under Section 197 of the PDI Act; and	
	(b) to vary or wind up a scheme under Section 197 of the PDI Act with the approval of the Minister.	

198	Open Space Contribution Scheme	
	The power pursuant to Section 198(1) of the PDI Act, where an application for a development authorisation provides for the division of land in the Council's area into more than 20 allotments, and 1 or more allotments is less than 1 hectare in area to require:	CEO
	(c) that up to 12.5% in area of the relevant area be vested in the Council to be held as open space; or	
	(d) that the applicant make the contribution prescribed by the regulations in accordance with the requirements of Section 198 of the PDI Act; or	
	(e) that land be vested in the Council under Section 198(1)(c) of the PDI Act and that the applicant make a contribution determined in accordance with Section 198(8) of the PDI Act,	
	according to the determination and specification of the delegate, and to have regard to any relevant provision of the Planning and Design Code that designates land as open space and to seek the concurrence of the Commission to taking any action that is at variance with the Planning and Design Code.	
	The power pursuant to Section 198(3) of the PDI Act to enter into an agreement referred to in Section 198(2)(d) of the PDI Act.	CEO
	The power pursuant to Section 198(4)(a) of the PDI Act to concur with an area being vested in the Council.	CEO
	The power pursuant to Section 198(11) of the PDI Act in relation to money received under Section 198 of the PDI Act to immediately pay it into a fund established for the purposes of Section 198 of the PDI Act and apply it for the purpose of acquiring or developing land as open space.	CEO
	The power pursuant to Section 198(12) of the PDI Act to form the opinion that the division of land is being undertaken in stages.	CEO

200	Urban Trees Fund	
	The power pursuant to Section 200(1) of the PDI Act to seek the approval of the Minister to establish a fund (an urban trees fund) for an area designated by the delegate; and to, with the approval of the Minister establish a fund (an urban trees fund) for an area designed by the delegate (a designated area).	Council Only
	The power pursuant to Section 200(2) of the PDI Act to effect the establishing of the fund by notice published in the Gazette.	CEO
	The power pursuant to Section 200(3) of the PDI Act to define a designated area by reference to an area established by the Planning and Design Code.	CEO
	The power pursuant to Section 200(5) of the PDI Act to invest any money in an urban trees fund that is not immediately required for the purpose of the fund and to pay any resultant income into the fund.	CEO
	The power pursuant to Section 200(6) of the PDI Act to apply money standing to the credit of an urban trees fund:	CEO
	(a) to maintain or plant trees in the designated area which are or will (when fully grown) constitute significant trees under the PDI Act; or	
	(b) to purchase land within the designated area in order to maintain or plant trees which are or will (when fully grown) constitute significant trees under the PDI Act.	
	The power pursuant to Section 200(7) of the PDI Act if, the Council subsequently sells land purchased under Section 200(6)(b) of the PDI Act, to pay the proceeds of sale into an urban trees fund maintained by the Council under Section 200 of the PDI Act, subject to the qualifications in Sections 200(7)(a) and (b).	CEO
210	Appointment of Authorised Officers	
	The power pursuant to Section 210(1) of the PDI Act to:	CEO
	(a) appoint a person to be an authorised officer for the	

	purposes of the PDI Act; and	
	(b) appoint a person who holds the qualifications prescribed by the regulations to be an authorised officer for the purposes of the PDI Act if the Council is required to do so by the regulations.	
	The power pursuant to Section 210(2) of the PDI Act to make an appointment of an authorised officer subject to conditions.	CEO
	The power pursuant to Section 210(3) of the PDI Act to issue each authorised officer an identity card:	CEO
	(a) containing a photograph of the authorised officer; and	
	(b) stating any conditions of appointment limiting the authorised officer's appointment.	
	The power pursuant to Section 210(5) of the PDI Act to, at any time, revoke an appointment which the Council has made, or vary or revoke a condition of such an appointment or impose a further such condition.	CEO
213	Enforcement Notices	
	The power pursuant to Section 213(1) of the PDI Act, if the delegate has reason to believe on reasonable grounds that a person has breached the PDI Act or the repealed Act, to do such of the following as the delegate considers necessary or appropriate in the circumstances:	CEO
	(a) direct a person to refrain, either for a specified period or until further notice, from the PDI Act, or course of action, that constitutes the breach;	
	(b) direct a person to make good any breach in a manner, and within a period, specified by the delegate;	
	(c) take such urgent action as is required because of any situation resulting from the breach.	
	The power pursuant to Section 213(2) of the PDI Act to give a direction under Section 213(1) of the PDI Act by notice in writing unless the delegate considers that the	CEO

	direction is urgently required.	
	The power pursuant to Section 213(5) of the PDI Act, if a person fails to comply with a direction under Section 213(1)(b) of the PDI Act within the time specified in the notice, to cause the necessary action to be taken.	CEO
	The power pursuant to Section 213(6) of the PDI Act to recover the reasonable costs and expenses incurred by the Council (or any person acting on behalf of the Council) under Section 213 of the PDI Act, as a debt due from the person whose failure gave rise to the PDI Action	CEO
	The power pursuant to Section 213(7) of the PDI Act, if an amount is recoverable from a person by the Council under Section 213 of the PDI Act to, by notice in writing to the person, fix a period, being not less than 28 days from the date of the notice, within which the amount must be paid by the person.	CEO
214	Applications to Court	
	The power pursuant to Section 214(1) of the PDI Act to apply to the Court for an order to remedy or restrain a breach of the PDI Act or the repealed Act.	CEO
	The power pursuant to Section 214(2) of the PDI Act to consent to proceedings under Section 214 of the PDI Act being brought in a representative capacity on behalf of the Council.	CEO
	The power pursuant to Section 214(4) of the PDI Act to make an application without notice to any person and to make an application to the Court to serve a summons requiring the respondent to appear before the Court to show cause why an order should not be made under Section 214 of the PDI Act.	CEO
	The power pursuant to Section 214(6) of the PDI Act to make submissions to the Court on the subject matter of the proceedings.	CEO
	The power pursuant to Section 214(9) of the PDI Act to appear before a final order is made and be heard in proceedings based on the application.	CEO

	The power pursuant to Section 214(10) of the PDI Act to make an application to the Court to make an interim order under Section 214 of the PDI Act.	CEO
	The power pursuant to Section 214(11) of the PDI Act to make an application for an interim order without notice to any person.	CEO
	The power pursuant to Section 214(12) of the PDI Act, if the Court makes an order under Section 214(6)(d) of the PDI Act and the respondent fails to comply with the order within the period specified by the Court, to cause any work contemplated by the order to be carried out, and recover the costs of that work, as a debt, from the respondent	CEO
	The power pursuant to Section 214(13) of the PDI Act, if an amount is recoverable from a person by the Council under Section 214(12) of the PDI Act to, by notice in writing to the person, fix a period, being not less than 28 days from the date of the notice, within which the amount must be paid by the person.	CEO
	The power pursuant to Section 214(17) of the PDI Act to apply to the Court to vary or revoke an order previously made under Section 214 of the PDI Act.	CEO
219	Proceedings for Offences	
	The power pursuant to Section 219(1) of the PDI Act to commence proceedings for an offence against the PDI Act.	CEO
223	Adverse Publicity Orders	
	The power pursuant to Section 223(2) of the PDI Act to make an application to the Court for an adverse publicity order.	CEO
	The power pursuant to Section 223(4) of the PDI Act, if the offender fails to give evidence to the Council in accordance with Section 224(1)(b) of the PDI Act to take the PDI Action or actions specified in the order; and authorise a person in writing to take the PDI Action or actions specified in the order.	CEO

	The power pursuant to Section 223(5) of the PDI Act, if the offender gives evidence to the Council in accordance with Section 223(1)(b) of the PDI Act; and	CEO
	(a) despite the evidence, the delegate is not satisfied that the offender has taken the PDI Action or actions specified in the order in accordance with the order,	
	to apply to the court for an order authorising the Council, or a person authorised in writing by the Council, to take the PDI Action or actions and to authorise a person in writing to take the PDI Action or actions.	
	The power pursuant to Section 223(6) of the PDI Act, if the Council, or a person authorised in writing by the Council, takes an action or actions in accordance with Section 223(4) of the PDI Act or an order under Section 223(5) of the PDI Act, to recover from the offender an amount in relation to the reasonable expenses of taking the PDI Action or actions, as a debt, due to the Council.	CEO
225	Civil Penalties	
	The power pursuant to Section 225(1) of the PDI Act, subject to Section 225 of the PDI Act, if the delegate is satisfied that a person has committed an offence by contravening a provision of the PDI Act, to, as an alternative to criminal proceedings, recover, by negotiation or by application to the Court, an amount as a civil penalty in respect of the contravention.	CEO
	The power pursuant to Section 225(2) of the PDI Act, in respect of a contravention where the relevant offence does not require proof of intention or some other state of mind, to determine whether to initiate proceedings for an offence or take action under Section 225 of the PDI Act, having regard to the seriousness of the contravention, the previous record of the offender and any other relevant factors.	CEO
	The power pursuant to Section 225(3) of the PDI Act to serve on the person a notice in the prescribed form advising the person that the person may, by written notice to the Council, elect to be prosecuted for the contravention.	CEO

	The power pursuant to Section 225(13) of the PDI Act to seek the authorisation of the Attorney-General to the commencement of proceedings for an order under Section 225 of the PDI Act.	CEO
	The power pursuant to Section 225(17) of the PDI Act to seek an authorisation from the Commission for the Council to act under Section 225 of the PDI Act.	CEO
228	Make Good Order	
	The power pursuant to Section 228(7) of the PDI Act to apply to the Court to vary or revoke an order under Section 228 of the PDI Act.	CEO
229	Recovery of Economic Benefit	
	The power pursuant to Section 229(5) of the PDI Act to apply an amount paid to the Council in accordance with an order under Section 229(1) of the PDI Act for the purpose of acquiring or developing land as open space and to hold it in a fund established for the purposes of Section 198 of the PDI Act.	CEO
230	Enforceable Voluntary Undertakings	
	The power pursuant to Section 230(1) of the PDI Act to accept (by written notice) a written undertaking given by a person in connection with a matter relating to a contravention or alleged contravention by the person of the PDI Act.	CEO
	The power pursuant to Section 230(4) of the PDI Act if the delegate considers that a person has contravened an undertaking accepted by the Council, to apply to the Court for enforcement of the undertaking.	CEO
	The power pursuant to Section 230(7) of the PDI Act to agree in writing with a person who has made an undertaking to:	CEO
	(a) vary the undertaking; or	
	(b) withdraw the undertaking.	

	The power pursuant to Section 230(11) of the PDI Act to accept an undertaking in respect of a contravention or alleged contravention before proceedings in respect of that contravention have been finalised.	CEO
	1.2 The power pursuant to Section 230(12) of the PDI Act if the delegate accepts an undertaking before the proceedings are finalised, to take all reasonable steps to have the proceedings discontinued as soon as possible.	CEO
	The power pursuant to Section 230(14) of the PDI Act to seek an authorisation from the Commission for the Council to act under Section 230 of the PDI Act.	CEO
231	Advertisements	
	The power pursuant to Section 231(1) of the PDI Act, if, in the opinion of the delegate, an advertisement or advertising hoarding:	CEO
	(a) disfigures the natural beauty of a locality or otherwise detracts from the amenity of a locality; or	
	(b) is contrary to the character desired for a locality under the Planning and Design Code,	
	to, by notice served in accordance with the regulations on the advertiser or the owner or occupier of the land on which the advertisement or advertising hoarding is situated, whether or not a development authorisation has been granted in respect of the advertisement or advertising hoarding, order that person to remove or obliterate the advertisement or to remove the advertising hoarding (or both) within a period specified in the notice (of at least 28 days from the date of service of the notice).	
	The power pursuant to Section 231(3) of the PDI Act if a person on whom a notice is served under Section 231(1) of the PDI Act fails to comply with a notice within the time allowed in the notice to enter on the land and take the necessary steps for carrying out the requirements of the notice and to recover the costs of so doing, as a debt, from the person on whom the notice was served.	CEO

235	Professional Advice to be Obtained in Relation to Certain Matters	
	The power pursuant to Section 235(1) of the PDI Act, to, in the exercise of a prescribed function, rely on a certificate of a person with prescribed qualifications.	CEO
	The power pursuant to Section 235(2) of the PDI Act to seek and consider the advice of a person with prescribed qualifications, or a person approved by the Minister for that purpose, in relation to a matter arising under the PDI Act that is declared by regulation to be a matter on which such advice should be sought.	CEO
239	Charges on Land	
	The power pursuant to Section 239(1) of the PDI Act if a charge on land is created under a provision of the PDI Act in favour of the Council, to deliver to the Registrar-General a notice in a form determined by the Registrar-General, setting out the amount of the charge and the land over which the charge is claimed.	CEO
	The power pursuant to Section 239(6) of the PDI Act if a charge in the Council's favour exists and the amount to which the charge relates is paid, to by notice to the appropriate authority in a form determined by the Registrar-General, apply for the discharge of the charge.	CEO
240	Registering Authorities to Note Transfer	
	The power pursuant to Section 240(1) of the PDI Act to apply to the Registrar-General or another authority required or authorised under a law of the State to register or record transactions affecting assets, rights or liabilities, or documents relating to such transactions, to register or record in an appropriate manner the transfer to the Council of an asset, right or liability by regulation, proclamation or notice under the PDI Act.	CEO
Schedule 2	Reporting	
	The power pursuant to Clause 13(3)(b) of Schedule 2 of the PDI Act to require a report under Clause 13(2) of Schedule 2 of the PDI Act to contain any other	CEO

	information or report required by the delegate.	
Schedule 4	Review of Performance	
	The power pursuant to Clause 3(3) of Schedule 4 of the PDI Act to explain the Council's actions, and to make submissions (including, if relevant, an indication of undertakings that the Council is willing to give in order to take remedial action), to the Minister.	Council Only
	The power pursuant to Clause 3(14) of Schedule 4 of the PDI Act to make submissions to the Minister on the report on which the PDI Action to be taken by the Minister under Clause 3(13) of Schedule 4 of the PDI Act is based.	Council Only
	The power pursuant to Clause 3(15) of Schedule 4 of the PDI Act, if the Minister makes a recommendation to the Council under Clause 3(13)(a) of Schedule 4 of the PDI Act and the Minister subsequently considers that the Council has not, within a reasonable period, taken appropriate action in view of the recommendation, to make submissions to the Minister in relation to the directions of the Minister.	Council Only
	The power pursuant to Clause 3(16) of Schedule 4 of the PDI Act to comply with a direction under Clauses 3(13) or (15) of Schedule 4 of the PDI Act.	CEO
Schedule 8	Planning and Design Code	
	The power pursuant to Clause 9(6)(a) of Schedule 8 of the PDI Act to apply to the Minister for approval to commence the process under Section 25 of the repealed Act.	Council Only
Schedule 9	General Schemes	
	The power pursuant to Clause 30(3) of Schedule 8 of the PDI Act to request the Minister make a declaration under Clause 30(2) of Schedule 8 of the PDI Act in relation to a scheme.	Council Only

PLANNING, DEVELOPMENT AND INFRASTRUCTURE (TRANSITIONAL PROVISIONS) REGULATIONS 2017

Regulation 8	Adoption of DPAs	
	The power pursuant to Regulation 8(1)(c) of the Planning, Development and Infrastructure (Transitional Provisions) Regulations 2017 (the Transitional Provisions Regulations) to apply to the Minister under Regulation 8 of the Transitional Provisions Regulations in accordance with any requirement determined by the Minister.	Council Only

PLANNING, DEVELOPMENT AND INFRASTRUCTURE (GENERAL) REGULATIONS 2017

	Mutual Liability Scheme – Rights of Indemnity	
Regulation 11B	The power pursuant to Regulation 11B(1) of the Planning, Development and Infrastructure (General) Regulations 2019 (the General Regulations) to:	CEO
	(a) in being responsible under Section 83(1)(h)(ii) of the PDI Act for the costs and other liabilities associated with the activities of an assessment panel appointed by the Council; and	
	have arrangements in place to indemnify the members of any such panel in respect of a claim against a member of the panel arising out of the performance, exercise or discharge (or purported performance, exercise or discharge) in good faith of their functions, powers or duties under the PDI Act in their role as a member of the panel.	
	The power pursuant to Regulation 11B(5) of the General Regulations to:	CEO
	(a) in being responsible under Section 87(f) of the PDI Act for the costs and other liabilities associated with the activities of an assessment manager for an assessment panel appointed by the Council; and	
	have arrangements in place to indemnify an assessment manager for any such panel in respect of a claim against the assessment manager arising out of	

	the performance, exercise or discharge (or purported performance, exercise or discharge) in good faith of their functions, powers or duties under the PDI Act in their role as an assessment manager.	
	Performance Assessed Development and Restricted Development	
Regulation 47	The power pursuant to Regulation 47(4)(d) of the General Regulations to determine the fee payable by the applicant as being appropriate to cover the reasonable costs of placing the notice on the land.	
Regulation 78	Underground Main Areas	
	The power pursuant to Regulation 78(1) of the General Regulations if the delegate considers an area should be declared an underground mains area to seek a report from the relevant electricity authority in relation to the matter.	CEO
	The power pursuant to Regulation 78(2) of the General Regulations after having received and considered a report from the electricity authority to declare the area to be an underground mains area.	CEO
Regulation 81	Width of Roads and Thoroughfares	
	The power pursuant to Regulation 81(4) of the General Regulations to dispense with a width prescribed by Regulations 81(1) or (3) of the General Regulations (and specify a different width) if the delegate is of the opinion that the width so prescribed is not necessary for the safe and convenient movement of vehicles or pedestrians, or for underground services.	CEO
	The power pursuant to Regulation 81(5) of the General Regulations to subject to Regulation 81(6) of the General Regulations specify the width of the road at the head of every cul-de-sac in such dimensions as may be acceptable to the delegate.	CEO
	The power pursuant to Regulation 81(6) of the General Regulations to dispense with a requirement	CEO

	under Regulation 81(5) of the General Regulations if it appears to the delegate that the cul-de-sac is likely to become a through road.	
Regulation 82	Road Widening	
	The power pursuant to Regulation 82(1) of the PDI Act, subject to Regulation 82(2) of the General Regulations, if an existing road abuts land which is proposed to be divided, to form the view that the road should be widened in order to provide a road of adequate width having regard to existing and future requirements of the area.	CEO
Regulation 83	Requirement as to Forming of Roads	
	The power pursuant to Regulation 83(1) of the General Regulations, subject to Regulation 83(2) of the General Regulations, to specify the width and manner of the formation of the roadway of every proposed road on a plan of division.	CEO
	The power pursuant to Regulation 83(2) of the General Regulations to form the opinion that it is necessary to specify a width for a roadway to be formed under Regulation 83(1) in excess of 7.4m, in view of the volume or type of traffic that is likely to traverse that road.	CEO
	The power pursuant to Regulation 83(4) of the General Regulations, to dispense with the requirements under Regulation 83(3) of the General Regulations, if the delegate is of the opinion that the cul-de-sac is likely to become a through road.	CEO
	The power pursuant to Regulation 83(5) of the General Regulations, subject to Regulation 83(6) of the General Regulations to require every footpath, water-table, kerbing, culvert and drain of every proposed road to be formed in a manner satisfactory to the delegate.	CEO
	The power pursuant to Regulation 83(6) of the General Regulations, to dispense with a requirement under Regulation 83(5) of the General Regulations.	CEO

Regulation 83	Construction of Roads, Bridges, Drains and Services	
	The power pursuant to Regulation 84(1) of the General Regulations to require the roadway of every proposed road within the relevant division to be constructed and paved and sealed with bitumen, tar or asphalt or other material approved by the delegate.	CEO
Regulation 85	Supplementary Provisions	
	The power pursuant to Regulation 85(1) of the General Regulations to approve the road location and grading plan for the manner of forming any proposed road, footpath, water-table, kerbing, culvert or drain required under Division 6 of the General Regulations.	CEO
	The power pursuant to Regulation 85(2) of the General Regulations, subject to Regulation 85(4) of the General Regulations, to require all work referred to in Regulations 83 and 84 of the General Regulations to be carried out in a manner satisfactory to the delegate and in conformity with detailed construction plans and specifications signed by a professional engineer or, at the discretion of the delegate, a licensed surveyor, and approved by the delegate before the commencement of the work.	CEO
	The power pursuant to Regulation 85(4) of the General Regulations to form the opinion that all connections for water supply and sewerage services to any allotment delineated on the plan which, in the opinion of the Chief Executive of the South Australian Water Corporation are necessary and need to be laid under the surface of the proposed road, have been made.	CEO
Regulation 89	General Provisions	
	The power pursuant to Regulation 89(1) of the General Regulations to form the opinion that another form of arrangement is satisfactory for the purposes of Section 138(1) of the PDI Act.	CEO
	The power pursuant to Regulation 89(3) of the	CEO

	General Regulations to provide a certificate which:	
	(i) evidences the consent of the Council to an encroachment by a building over other land; and	
	sets out: (A) the date on which any relevant building was erected (if known); and (B) the postal address of the site.	
	The power pursuant to Regulation 89(6)(b) of the General Regulations to request a written copy of the certificate and plan (or certificates and plans) referred to in Regulation 89(3) of the General Regulations.	CEO
Regulation 93	Notifications During Building Work	
	The power pursuant to Regulation 93(1)(b) of the General Regulations to specify by notice to the building owner and to the licensed building work contractor responsible for carrying out the relevant building work (if any), when development approval is granted in respect of the work, any stage of the building work to which the periods and stages prescribed for the purposes of Section 146(1) of the PDI Act relate.	CEO
	The power pursuant to Regulation 93(1)(c) of the General Regulations to specify by notice in writing to the building owner on the granting of development approval in respect of the work any stage of the building work to which the periods and stages prescribed for the purposes of Section 146(1) of the PDI Act relate.	CEO
Regulation 94	Essential Safety Provisions	
	The power pursuant to Regulation 94(13) of the General Regulations to require compliance with Regulation 94(10) of the General Regulations if:	CEO
	(a) the essential safety provisions were installed	

	(i) under a condition attached to a consent or approval that is expressed to apply by virtue of a variance with the performance requirements of the Building Code; or	
	(ii) as part of a performance solution under the Building Code; or	
	(b) the building has been the subject of a notice under Section 157 of the PDI Act.	
Regulation 102	Classification of Buildings	
	The power pursuant to Regulation 102(3) of the General Regulations to require an application under Regulation 102(1) or (2) of the General Regulations to be accompanied by:	CEO
	(b) such details, particulars, plans, drawings, specifications, certificates and other documents as the delegate may reasonably require to determine the building's classification.	CEO
	The power pursuant to Regulation 102(4) of the General Regulations, to subject to Regulation 102(5) of the General Regulations, assign the appropriate classification under the Building Code to a building if the delegate is satisfied, on the basis of the owner's application, and accompanying documentation, that the building, in respect of the classification applied for, possesses the attributes appropriate to its present or intended use.	CEO
	The power pursuant to Regulation 102(5) of the General Regulations, if an application under Regulation 102 of the General Regulations is made in respect of an existing Class 2 to Class 9 building, to require the applicant to satisfy the delegate that the provisions of any relevant Ministerial building standard relating to upgrading health and safety in existing buildings has been complied with (to the extent reasonably applicable to the building and its present or intended use).	CEO
	The power pursuant to Regulation 102(6) of the General Regulations, on assigning a classification to	CEO

	a building (or part of a building) to, if relevant, determine and specify in the notice to the owner under Section 151(3) of the PDI Act:	
	(a) the maximum number of persons who may occupy the building (or part of the building); and	
	(b) if the building has more than 1 classification the part or parts of the building to which each classification relates and the classifications currently assigned to the other parts of the building.	
Regulation 103	Certificates of Occupancy	
	The power pursuant to Regulation 103(2) of the General Regulations to, require the following documentation:	CEO
	(c) if the development has been approved subject to conditions, such evidence as the delegate may reasonably require to show that the conditions have been satisfied;	
	(d) if the application relates to the construction or alteration of part of a building and further building work is envisaged in respect of the remainder of the building, such evidence as the delegate may reasonably require to show:	
	(i) in the case of a building more than 1 storey - that the requirements of any relevant Ministerial building standard have been complied with; or	
	(ii) in any other case - that the building is suitable for occupation.	
	The power pursuant to Regulation 103(3) of the General Regulations, to, other than in relation to a designated building on which building work involving the use of a designated building product is carried out after 12 March 2018, dispense with the requirement to provide a Statement of Compliance under Regulation 103(2)(a) of the General Regulations if:	CEO

	(a) the delegate is satisfied that a person required to complete 1 or both parts of the statement has refused or failed to complete that part and that the person seeking the issuing of the certificate of occupancy has taken reasonable steps to obtain the relevant certification or certifications; and	
	(b) it appears to the delegate, after undertaking an inspection, that the relevant building is suitable for occupation.	
	The power pursuant to Regulation 103(4) of the General Regulations if:	CEO
	(a) a building is:	
	(i) to be equipped with a booster assembly for use by a fire authority; or	
	(ii) to have installed a fire alarm that transmits a signal to a fire station or to a monitoring service approved by the relevant authority; and	
	(b) facilities for fire detection, fire fighting or the control of smoke must be installed in the building pursuant to an approval under the PDI Act,	
	to not grant a certificate of occupancy unless or until the delegate has sought a report from the fire authority as to whether those facilities have been installed and operate satisfactorily and to seek such a report from the fire authority.	
	The power pursuant to Regulation 103(5) of the General Regulations if a report is not received from the fire authority within 15 business days, to presume that the fire authority does not desire to make a report.	CEO
	The power pursuant to Regulation 103(6) of the General Regulations to have regard to any report received from a fire authority under Regulation 103(4) of the General Regulations before the delegate issues a certificate of occupancy.	CEO

	The power pursuant to Regulation 103(6a) of the General Regulations, on receipt of a notification of intended completion of building work under Regulation 93(1)(f) of the General Regulations, to determine that building work will be inspected by an authorised officer.	CEO
	The power pursuant to Regulation 103(9) of the General Regulations to revoke a certificate of occupancy:	CEO
	(a) if:	
	(i) there is a change in the use of the building; or	
	(ii) the classification of the building changes; or	
	(iii) building work involving an alteration or extension to the building that will increase the floor area of the building by more than 300m ² is about to commence, or is being or has been carried out; or	
	(iv) the building is about to undergo, or is undergoing or has undergone, major refurbishment,	
	and the delegate considers that in the circumstances the certificate should be revoked and a new certificate sought; or	
	(b) if the delegate considers that the building is no longer suitable for occupation because of building work undertaken, or being undertaken, on the building, or because of some other circumstance; or	
	(c) if a schedule of essential safety provisions has been issued in relation to the building and the owner of the building has failed to comply with the requirements of Regulation 94(10) of the General Regulations; or	
	(d) if the delegate considers:	

	(i) that a condition attached to a relevant development authorisation has not been met, or has been contravened, and that, in the circumstances, the certificate should be revoked; or	
	(ii) that a condition attached to the certificate of occupancy has not been met, or has been contravened, or is no longer appropriate.	
Regulation 103	Mining Production Tenements	
	The power pursuant to Regulation 109(1)(b) of the General Regulations to make submissions to the appropriate Authority and object to the granting of the tenement.	CEO
Regulation 111	Register of Land Management Agreements (Section 193)	
	The power pursuant to Regulation 111(2) of the General Regulations to establish a register of agreements entered into by the Council under Section 193 of the PDI Act.	CEO
	The power pursuant to Regulation 111(3) of the General Regulations to include in a register, or provide access to a copy of each agreement entered into by the Council under Section 193 of the PDI Act and such other information the delegate considers appropriate.	CEO
Regulation 112	Authorised Officers and Inspections	
	The power pursuant to Regulation 112(1) of the General Regulations to appoint at least 1 authorised officer under Section 210(1)(b) of the PDI Act:	CEO
	(a) who is an accredited professional who is:	
	(i) an Accredited professional - building level 1; or	
	(ii) an Accredited professional - building level 2; or	
	(iii) an Accredited professional - building level 3; or	

	(iv) an Accredited professional - building level 4; or	
	(b) who holds a current accreditation recognised by the Chief Executive for the purposes of this Regulation; or	
	(c) who holds an approval from the Chief Executive.	

**PLANNING, DEVELOPMENT AND INFRASTRUCTURE
(FEES, CHARGES AND CONTRIBUTIONS)
REGULATIONS 2019**

Regulation 5	Calculation of Assessment of Fees	
	The power pursuant to Regulation 5(1) of the Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019 (the Fees Regulations) in relation to an application which is duly lodged under a related set of regulations (including via the SA planning portal):	CEO
	(a) to require the applicant to provide such information as the delegate may reasonably require to calculate any fee payable under the Fees Regulations or a related set of regulations; and	
	(b) to make any other determination for the purposes of the Fees Regulations or a related set of regulations (even if the Council is not a relevant authority).	
	The power pursuant to Regulation 5(2) of the Fees Regulations, if the delegate acting under Regulation 5(1) of the Fees Regulations, believes that any information provided by an applicant is incomplete or inaccurate, to calculate any fee on the basis of estimates made by the delegate.	CEO
	The power pursuant to Regulation 5(3) of the Fees Regulations to at any time, and despite an earlier calculation or acceptance of an amount in respect of the fee, reassess a fee payable under the Fees Regulations or a related set of Regulations.	CEO

Regulation 7	Waiver or Refund of Fee	
	The power pursuant to Regulation 7 of the Fees Regulations to, as the delegate considers appropriate to do so:	CEO to a maximum amount of \$500, CAP for values exceeding \$500
	(a) waive the payment of the fee, or the payment of part of the fee; or	
	(b) refund the whole or a part of the fee.	

	STATE PLANNING COMMISSION PRACTICE DIRECTION – 2 PREPARATION AND AMENDMENT OF DESIGNATED INSTRUMENTS	
Clause 5	Requirements in Relation to Preparing an Engagement Plan	
	The power pursuant to clause 5(1) of the State Planning Commission Practice Direction – 2 Preparation and Amendment of Designated Instruments (PD2), to prepare a community engagement plan that:	CEO
	(a) meets the principles and performance outcomes of the Charter;	
	(b) describes the persons or bodies to be consulted;	
	(c) outlines any relevant previous engagement undertaken to inform the proposal;	
	(d) describes the evaluation framework for the engagement.	
	The power pursuant to clause 5(2) of PD2 to submit the community engagement plan to the Commission for approval with the exception of an amendment to	CEO

	the Code and a Design Standard.	
Clause 6	Requirements in Relation to Preparing an Engagement Report Following Consultation	
	The power pursuant to clause 6(1) of PD2, at the completion of engagement on a draft of a proposal to prepare or amend a designated instrument to provide an engagement report to the Minister.	
	The power pursuant to clause 6(2) of PD2 to set out in the report:	
	(a) details of the engagement undertaken and how that engagement met the agreed community engagement plan, and reasons for variations, if any to that plan;	
	(b) the outcome of the engagement including a summary of the feedback made;	
	(c) the response to the details of, and reasons for, changes to the proposal to prepare or amend a designated instrument when compared to the proposal that was engaged on, and to specifically indicate:	
	(i) where changes are proposed to the designated instrument based on the engagement; and	
	(ii) any other changes proposed based on additional investigations or information not available when the proposal was released for engagement.	
	The power pursuant to clause 6(3) of PD2 to, in the engagement report also include an evaluation of the effectiveness of the engagement that considers whether:	
	(a) the principles of the Charter have been achieved; and	
	(b) all mandatory requirements identified in the Charter have been met where the consultation	

	category is applicable.	
Clause 7	Requirements in Relation to Initiating a Code Amendment Pursuant to Section 73 of the Act	
	The power pursuant to clause 7(1) of PD 2 to provide a proposal to the Commission to initiate a code amendment that sets out:	CEO
	(a) Scope - an explanation of the reasons for the preparation of the amendment and a description of the changes in circumstance leading the need for the amendment and the range of issues to be addressed in the amendment;	
	(b) Code Modules - an outline of any overlay, general policy, zone or subzones being considered for amendment and/or the intended spatial application of an overlay, general policy, zone or subzone over an identified area, or draft instructions for the proposed amendments;	
	(c) Area Affected - A map or description of the area affected by the proposed amendment;	
	(d) State Planning Policies - an identification of the relevant key state planning policies and a statement of assessment of the amendment's consistency with those policies;	
	(e) Regional Plans - An indication of how the matters or issues proposed to be addressed by the amendment will relate to the relevant regional plan and any relevant infrastructure planning;	
	(f) Infrastructure Provision -	
	a. an explanation of any infrastructure provision that is required and how the infrastructure provision will be provided; and	
	b. an indication whether it is likely that an infrastructure agreement or agreements will need to be entered into in connection with the code amendment process, identifying the tools	

	that will be used for this process;	
	(g) Joint Planning Board Comments - that the Council has discussed the proposal with the relevant Regional Planning Board;	
	(h) Consultation – information regarding any other consultation that has occurred;	
	(i) in relation to designating a place as a place of local heritage value or a heritage area - a heritage review prepared by a heritage architect or historian or similar occupation in accordance with the Commission’s guidelines prepared under Section 67(2)(c) of the PDI Act;	
	(j) in relation to designating a tree a significant tree - an assessment of the tree against the criteria under Section 68(1)(a) of the PDI Act;	
	(k) in relation to designating a stand of trees to be significant trees – an assessment of the trees against the criteria under Section 68(1)(b) of the PDI Act.	
	The power pursuant to clause 7(2) of PD2 to, in addition, provide:	CEO
	(a) Timetable - an outline of the proposed timetable for each step of the process (ensuring that the process is completed within reasonable time limits), and a commitment on the part of the Council that it will take steps to update this timetable if it appears at any stage that the Council will require an extension;	
	(b) Investigations - an outline of the investigations and justifications that will be undertaken (and those that may have already been undertaken) and the form that those investigations will take in order to address the strategic and social, economic and environmental issues of the proposed amendment, or an explanation and summary of the investigations undertaken and how these support the amendment.	

Clause 8	Requirements in Relation to Preparation of the Draft Proposal Prior to Consultation and Decision	
	The power pursuant to clause 8(1) of PD 2 to, prior to consultation, provide to the Department:	CEO
	(a) instructions that set out the intent of the proposed policy amendment for the purposes of the Department writing the draft Code Policy for the Council;	
	(b) any maps in an industry standard GIS format to enable the production version of mapping to be prepared and returned to the Council;	
	(c) in relation to heritage lists a local heritage data sheet and a significant trees data sheet.	
	The power pursuant to clause 8(2) of PD2, if amendments are proposed to the consultation versions, to provide to the Department:	CEO
	(a) instruction to write the amendments to the Code Policy;	
	(b) amendments to the maps in an industry standard GIS format to enable the production version of mapping to be prepared and returned to the Council.	
Clause 9	Requirements in Relation to Preparation of the Draft Proposal for Consultation	
	The power pursuant to clause 9(1) of PD2 to, for engagement purposes, support a code amendment by the following information:	CEO
	(a) an explanation about why and how the Code is proposed to be amended;	
	(b) an assessment of the amendment against the relevant provisions of State Planning Policies and the relevant regional plan;	

	(i) if any amendment is not fully consistent with the State Planning Policies or the region plan, to so specifically identify that and include an explanation setting out the reason or reasons for the inconsistency;	
	(c) an explanation and summary of the investigations undertaken and how these support the amendment;	
	(d) an explanation of any infrastructure provision that is required and how the infrastructure will be provided.	
Clause 11	Requirements in Relation to Complying Changes Under Section 75	
	The power pursuant to clause 11(1) of PD2, in relation to a proposal to agree to a complying change, to provide the following information to the department:	CEO
	(a) a reference to the documentation and recommendation in relation to the proposed amendment in the relevant regional plan;	
	(b) a summary of the consultation in accordance with the Charter that has occurred in relation to the proposal including reference to the Engagement Report prepared for the regional plan and any additional consultation that has occurred;	
	(c) instructions that set out the intent of the proposed policy amendment for the purposes of the department writing the draft Code Policy for the Council;	
	(d) any maps in an industry standard GIS format to enable the production version of mapping to be prepared and returned to the Council.	
Clause 12	Requirements in Relation to Early Commencement Under Section 78	
	The power pursuant to clause 12(1) of PD2, in relation to a request for a code amendment to come into operation without delay, to provide to the	CEO

	department:	
	(a) an explanation about how early commencement is required to counter applications for undesirable development (development that would detract from, negate the object of the amendment) during consultation and consideration of the code amendment;	
	(b) instructions that set out the intent of the proposed policy amendment for the purposes of the Department writing the draft Code Policy for the Council;	
	(c) any maps in an industry standard GIS format to enable the production version of mapping to be prepared and returned to the Council.	
	STATE PLANNING COMMISSION PRACTICE DIRECTION – 3 (NOTIFICATION OF PERFORMANCE ASSESSED DEVELOPMENT APPLICATIONS) 2019	
	Responsibility to Undertake Notification	
	1.3 The power pursuant to clause 6(3)(b) of the State Planning Commission Practice Direction – 3 (Notification of Performance Assessed Development Applications) 2019 (PD3) to determine the relevant fee as being appropriate to cover the relevant authority's reasonable costs in giving public notice of the application under Section 107(3)(a)(i) of the PDI Act.	CEO
	STATE PLANNING COMMISSION PRACTICE DIRECTION (COUNCIL INSPECTIONS) 2020	
Clause 2 of Part 2	Mandatory Inspections	
	The power pursuant to clause 2(2) of Part 2 of the State Planning Commission Practice Direction (Council Inspections) 2020 (PD9) to, in carrying out an	CEO

	inspection under PD9, take all reasonable steps to ensure each inspection includes an inspection and assessment of the following elements (elements), as may be present at the time of inspection:	
	(a) primary structural elements;	
	(b) structural framing and roof trusses;	
	(c) wet areas and waterproofing;	
	(d) barriers to prevent falls;	
	(e) cladding;	
	(f) egress provisions;	
	(g) bushfire protection systems;	
	(h) passive and active fire safety elements;	
	(i) private bushfire shelters; and	
	(j) performance solutions.	
	Additional Inspections	
	The power pursuant to clause 3(2) of Part 2 of PD9 to consider carrying out an inspection in addition to any specified in clause 2 of Part 2 of PD9 (additional inspections) if the delegate has information to indicate that the circumstances warrant it, having regard to the objects of PD9.	CEO
Clause 4 of Part 2	Inspections Generally	
	The power pursuant to clause 4(3) of Part 2 of PD9, in relation to building work listed in Schedule 7 of the General Regulations to consider if an additional inspection may be appropriate.	CEO
Clause 1 of Part 3	General Requirements	

	The power pursuant to clause 1(2) of Part 3 of PD9 to ensure that an inspection under PD9 and subsequent assessment of each of the applicable elements in clause 2(2) of Part 2 of PD9 is carried out by a person who has the appropriate qualifications, skills, knowledge and experience to carry out an inspection assigned to that officer under PD9.	CEO
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**STATE PLANNING COMMISSION PRACTICE DIRECTION 10 (STAGED
OCCUPATION OF MULTI-STOREY BUILDINGS) 2020**

Clause 5	Conditions that Must be Met for the Staged Occupation of a Partially Completed Building	
	The power pursuant to clause 5(2) of the State Planning Commission Practice Direction 10 (Staged Occupation of Multi-Storey Buildings 2020 (PD10) to, agree to partial occupancy of a partially completed multistorey building.	CEO

SCHEDULE OF CONDITIONS

CONDITIONS OR LIMITATIONS APPLICABLE TO DELEGATIONS CONTAINED IN THIS INSTRUMENT

Sections in instrument to which conditions/limitations apply	Conditions / Limitations
	PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016
Section 75(3)	Power may be exercised by the CEO after the matter has been considered by SPDPC and Council.
Section 131(15)	Power may be exercised by the CEO after the matter has been considered by Council.
	PLANNING, DEVELOPMENT AND INFRASTRUCTURE (FEES, CHARGES AND CONTRIBUTIONS) REGULATIONS 2019
Regulation 7	CEO may waive fees to a maximum amount of \$500 and CAP may consider to waive fees in excess of \$500



**The Corporation of the Town Of Walkerville Council
Council Assessment Panel**

Terms of Reference

1 Establishment

- 1.1 Pursuant to Section 83 of the Planning, Development and Infrastructure Act 2016 (“the PDI Act”), the Council has established a Council Assessment Panel to be known as the Walkerville Council Assessment Panel (“the CAP”) for the purpose of performing the functions assigned to it under Part 4 of the Development Act 1993 (“the Development Act”).
- 1.2 The CAP is a relevant authority under the PDI Act and during transition to the PDI Act, the CAP will act as a delegate of the Council for the purposes of the Development Act 1993.

2 Role of the Council Assessment Panel

- 2.1 To exercise, perform and discharge the following responsibilities on behalf of the Council:
- the assessment and determination of all applications for planning consent which are the subject of a delegation from the Council to the Panel;
 - the provision of comment or advice to the State Planning Commission on major matters submitted to the Council by the Commission.
 - the consideration of proposals for settlement on matters subject to appeal to the Environment, Resources and Development Court.
 - the consideration of such other assessment matters as may be referred to the Panel by the administration or as may be initiated by the Panel on its own volition.

3 Terms of Reference

- 3.1 The primary role and objective of the CAP is to ensure that decisions are consistent with the law and the policy intent of the Development Plan and the Planning and Design Code, where relevant. Members should always seek to ensure that their comments are made and voting rights exercised in such a way as to ensure that an application is assessed against the provisions of the Development Plan and Planning and Design Code, where relevant.
- 3.2 In carrying out their duties as CAP Members, Members must conduct themselves in accordance with a Code of Conduct adopted by the Minister for Planning pursuant to Section 15 of the Planning, Development and Infrastructure Act (‘the Act’).
- 3.3 The CAP is responsible for all matters delegated to it by the Council (under the repealed Development Act 1993) including but not limited to determination of applications for Development Plan Consent and Development Approval pursuant to Section 33 of the Act (and the matters that are delegated to it are set out in Council’s Development Act Delegations Policy).
- 3.4 The CAP is also responsible for considering all matters delegated to it by the Council under Planning, Development and Infrastructure Act (‘the Act’), including but not limited to, the assessment of publicly notified applications against the Planning and Design Code, where not delegated to the Assessment Manager.

- 3.5 The CAP must act in accordance with the Development Act 1993 and the Planning, Development and Infrastructure Act 2016 and with delegations, policies, and operating procedures which are relevant to the CAP. Notwithstanding, and subject to the Act, the operating procedures to be observed in relation to the conduct of the business of the CAP will be as determined by the CAP. These operating procedures must, however, be recorded and available for public inspection in the interest of transparency.

4 Meeting Schedule

- 4.1 The determination of an ordinary meeting schedule will be made by the CAP.

- 4.2 A special meeting of the CAP may be called by the Chief Executive Officer at his or her discretion after consultation with the Presiding Member. Examples of circumstances where a special meeting may be required are as follows:

- To consider legal advice prior to the next scheduled meeting of the CAP; or
- Where the timing of a scheduled meeting is affected by Local Government elections or a public holiday period; or
- To consider other information in relation to an appeal or court judgement prior to the next scheduled meeting of the Panel.

The Chief Executive Officer must provide the Panel members with an agenda for the meeting. The Chief Executive Officer must deal with a request for a special meeting of the Panel in the same manner as a request for a special meeting of the Council in accordance with Section 83 of the Local Government Act (1993).

- 4.3 The CAP will meet in the Council Civic and Community Centre at 66 Walkerville Terrace, Gilberton.

5 Membership

- 5.1 Membership of the CAP comprises five members being one Elected Member of Council, and four Independent Members, all of which are appointed to the CAP by resolution of the Council.

- 5.2 In respect of the Independent Members:

- Each must be a fit and proper person to be a member of a CAP; and
- Each must have a reasonable knowledge of the operation and requirements of the Development Act (1993), Planning, Development and Infrastructure Act 2016 and appropriate qualifications or experience in a field that is relevant to the activities of the CAP; and
- The qualifications and experience of these members, when considered in conjunction with the qualifications and experience of the Presiding Member, provide a reasonable balance across the fields that are relevant to the activities of the CAP.

- 5.3 The Council, or Chief Executive Officer as delegated, may appoint Deputy Members (Council or Independent) to the CAP for the purpose of filling in for a CAP Member who is unable to attend a CAP Meeting should they desire.

- 5.4 The Council will appoint an Independent Member to be the Presiding Member of the CAP for such term and on such conditions as determined by the Council.

- 5.5 The Presiding Member will preside at any CAP meeting at which he or she is present.

- 6 In the absence of the Presiding Member, an Independent Member chosen from those

present will preside at the meeting as the Deputy Presiding Member and that person will have all of the powers and duties of the Presiding Member.

- 6.1 The office of a member of the CAP will become vacant if the member:
- Dies; or
 - Completes a term of office and is not reappointed; or
 - Resigns by written notice to the council; or
 - Becomes bankrupt or applies to take the benefit of a law for the relief of insolvent debtors; or
 - Is convicted of an indictable offence punishable by imprisonment; or
 - Is removed from office by the Council, where delegated.
- 6.2 Members of the CAP will be appointed for a term of two (2) years and on such other conditions as determined by the Council.
- 6.3 Council may reappoint all or any members of the Panel for a further term of office at their expiry of their term.
- 6.4 A member of the Panel whose term of office expires may nevertheless (at the discretion of Council) continue to act as a member, for a period of up to 6 months, until he or she is reappointed or a successor is appointed (as the case may be).
- 6.5 CAP shall have an Assessment Officer of Council, and that person shall be the Chief Executive Officer (or delegate)
- 6.6 A Member may resign from the CAP by giving to the Assessment Officer notice in writing to that effect.

7 Conditions of Appointment

- 7.1 At all times, CAP Members must act honestly, lawfully, in good faith and in accordance with any code of conduct applicable to CAP Members.
- 7.2 Upon the commencement of Section 83(1)(c) and 83(2) of the Act:
- Independent CAP Members must be accredited professionals pursuant to the Act; and
 - The Council CAP Member must be appropriately qualified to act as a member of the assessment panel on account of the person's experience in local government.
- 7.3 All CAP Members must comply with section 83(1)(e) of the Act which requires a Member to disclose his or her financial interests in accordance with Schedule 1.
- 7.4 In accordance with section 83(1)(f), all CAP Members must comply with any requirements by the Regulations.
- 7.5 A CAP Member must not act in relation to a development if he or she has a direct or indirect pecuniary interest in any aspect of the development or anybody associated with any aspect of the development, as required by section 83(1)(g) and 83(3) of the Act.

8 Removal of a Member

- 8.1 The Council may remove a CAP Member from office where, in the opinion of the Council, the behaviour of the CAP Member amounts to:
- A breach of a condition of his or her appointment as a CAP Member;
 - Misconduct;
 - Neglect of duty in attending to the role and responsibilities as a CAP Member;
 - A failure or inability to carry out satisfactorily the duties of his or her office;
 - A breach of fiduciary duty that arises by virtue of his or her appointment as a CAP Member;
 - A breach of any code of conduct applicable to CAP Members;
 - Failure to comply with the requirements set out in section 83(1)(c) - (g) of the Act.
 - Except in relation to Deputy Members, a failure without reasonable excuse to 199

- attend three (3) consecutive CAP meetings without the CAP previously having resolved to grant a leave of absence to the CAP Member;
 - In relation to a Deputy Member, a failure without reasonable excuse on three (3) consecutive occasions to attend a meeting of the CAP when requested to do so;
 - For any other reason the Council considers appropriate.
- 8.2 The removal of the CAP Member will take effect upon the Council passing a resolution to remove the CAP Member from office and such resolution is confirmed in writing to the CAP Member within 7 days of being passed.
- 8.3 Prior to resolving to remove a CAP Member from Office, the Council must:
- Give written notice to the CAP Member of:
 - Its intention to remove the CAP Member from office pursuant to clause 6.2; and
 - The alleged behaviour(s) of the CAP Member which falls within clause 6.2 for which the Council considers it appropriate to remove the CAP Member, Not less than 7 days before the meeting of the Council at which the matter is to be considered.
 - Give the CAP Member an opportunity to make submissions to the Council on its intention to remove the CAP Member from office either orally at the Council meeting at which the matter is to be considered, or in writing by such date as the Council reasonably determines.
 - Have due regard to the CAP Member's submission in determining whether to remove the CAP Member from office.

9 Vacancy in CAP

- 9.1 In the event of a vacancy arising in the office of a CAP, the Council may appoint a person to be a CAP Member for the balance of the original CAP Member's term of office as soon as reasonable practicable.
- 9.2 A replacement CAP Member may be:
- An existing Deputy Member, and in which case they would cease to be a Deputy Member;
 - A new Member.
- 9.3 A vacancy in the membership of the CAP will not invalidate any decisions of the CAP, provided a quorum is maintained during meeting



**The Corporation of the Town Of Walkerville Council
Council Assessment Panel**

Terms of Reference

1 Establishment

- 1.1 Pursuant to Section 83 of the Planning, Development and Infrastructure Act 2016 (“the PDI Act”), the Council has established a Council Assessment Panel to be known as the Walkerville Council Assessment Panel (“the CAP”) for the purpose of performing the functions assigned to it under Part 4 of the Development Act 1993 (“the Development Act”) **and Part 7 of the Planning, Development and Infrastructure Act 2016.**
- 1.2 The CAP is a relevant authority under the PDI Act and during transition to the PDI Act, the CAP will also act as a delegate of the Council for the purposes of the **Development Act 1993 (repealed).**

2 Role of the Council Assessment Panel

- 2.1 To exercise, perform and discharge the following responsibilities on behalf of the Council:
- the assessment and determination of all applications for planning consent which are the subject of a delegation from the Council to the Panel;
 - the provision of comment or advice to the State Planning Commission on major matters submitted to the Council by the Commission.
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 - The qualifications and experience of these members, when considered in conjunction with the qualifications and experience of the Presiding Member, provide a reasonable balance across the fields that are relevant to the activities of the CAP.
- 5.3 The Council, or **Chief Executive Officer as delegated**, may appoint Deputy Members (Council or Independent) to the CAP for the purpose of filling in for a CAP Member who is unable to attend a CAP Meeting should they desire.
- 5.4 The Council, or **CEO where delegated**, will appoint an Independent Member to be the Presiding Member of the CAP for such term and on such conditions as determined by the Council.
- 5.5 The Presiding Member will preside at any CAP meeting at which he or she is presiding.

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6.1 The office of a member of the CAP will become vacant if the member:

- Dies; or
- Completes a term of office and is not reappointed; or
- Resigns by written notice to the council; or
- Becomes bankrupt or applies to take the benefit of a law for the relief of insolvent debtors; or
- Is convicted of an indictable offence punishable by imprisonment; or
- Is removed from office by the Council or CEO, where delegated.

6.2 Members of the CAP will be appointed for a term of two (2) years and on such other conditions as determined by the Council.

6.3 Council may reappoint all or any members of the Panel for a further term of office at their expiry of their term.

6.4 A member of the Panel whose term of office expires may nevertheless (at the discretion of Council) continue to act as a member, for a period of up to 6 months, until he or she is reappointed or a successor is appointed (as the case may be).

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- Misconduct;
- Neglect of duty in attending to the role and responsibilities as a CAP Member;
- A failure or inability to carry out satisfactorily the duties of his or her office;
- A breach of fiduciary duty that arises by virtue of his or her appointment as a CAP Member;
- A breach of any code of conduct applicable to CAP Members;

- Failure to comply with the requirements set out in section 83(1)(c) - (g) of the Act.
- Except in relation to Deputy Members, a failure without reasonable excuse to attend three (3) consecutive CAP meetings without the CAP previously having resolved to grant a leave of absence to the CAP Member;
- In relation to a Deputy Member, a failure without reasonable excuse on three (3) consecutive occasions to attend a meeting of the CAP when requested to do so;
- For any other reason the Council or CEO considers appropriate.

8.2 The removal of the CAP Member will take effect upon the CEO writing to the CAP Member and advising of their removal.

8.3 Prior to removing a CAP Member from Office, the CEO must:

- Give written notice to the CAP Member of:
 - Its intention to remove the CAP Member from office pursuant to clause 6.2; and
 - The alleged behaviour(s) of the CAP Member which falls within clause 6.2 for which the CEO considers it appropriate to remove the CAP Member, Not less than 7 days before written confirmation of their removal.
- Give the CAP Member an opportunity to make a submission to the CEO on their intention to remove the CAP Member from office in writing by such date as the CEO reasonably determines.
- Have due regard to the CAP Member's submission in determining whether to remove the CAP Member from office.

9 Vacancy in CAP

9.1 In the event of a vacancy arising in the office of a CAP, the CEO may appoint a person to be a CAP Member for the balance of the original CAP Member's term of office as soon as reasonable practicable.

9.2 A replacement CAP Member may be:

- An existing Deputy Member, and in which case they would cease to be a Deputy Member;
- A new Member.

9.3 A vacancy in the membership of the CAP will not invalidate any decisions of the CAP, provided a quorum is maintained during meeting

Meeting:	Council
Title:	Reappointment of Independent Audit Committee Member
Responsible Manager:	Chief Executive Officer, Kiki Cristol
Author:	Group Manager Corporate Services - Monique Palmer
Key Pillar:	Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation
Key Focus Area:	Financial Guiding Principle 4 – Robust and transparent allocation and prioritisation of resources
Type of Report:	Decision Required

Recommendation

1. That Council resolves to reappoint Mr David Hitchcock, as the Independent Member to the Audit Committee for a further eighteen (18) month term commencing on 1 July 2021 and expiring 31 December 2022.
2. That Council resolves to change the Audit Committee Terms of Reference in order to allow for future appointments of Independent Members to be in line with Council general elections, which occur four (4) yearly, noting that the next general election will be held in November 2022.

Summary

This report seeks Council's consideration and approval to extend the membership of the Independent Member Mr David Hitchcock to the Audit Committee for a further eighteen (18) month term, expiring on 31 December 2022 and shortly after the 2022 Local Government general elections. Mr Hitchcock has confirmed his interest in being reappointed to the Audit Committee for the term specified.

Background

The Audit Committee has the responsibility for monitoring the risk management and internal control environment of Council's operations, as well as overseeing Council's internal and statutory audit responsibilities and functions.

Elected Members shall be appointed to the Committee by resolution of Council and will hold office until the conclusion of the 2022 Local Government general elections. The two Elected Members appointed by Council to the Audit Committee are:

- Council Furlan
- Council Wilkins

The Mayor may be a member of the Committee with voting rights but shall not be the Presiding Member of the Committee.

Clause 5.4 of the Audit Committee TOR (Attachment A) provides for:

“Independent Members will be appointed for a maximum of three (3) years. The terms of the appointment should be arranged to ensure an orderly rotation and continuity of membership”.

The Audit Committee meets at least quarterly in each financial year and may hold additional meetings as required or as otherwise resolved by Council.

Discussion/Issues for Consideration

Currently the Audit Committee has appointed Mr Ross Haslam and Mr Colin Scarlett as Independent Members for a term to commence from 1 December 2020 until 1 December 2023 (inclusive). Independent Member David Hitchcock has been on the Audit Committee since August 2017 and his membership expires on the 30 June 2021.

Given the Audit Committee has two (2) new Independent Members to the Committee, Administration believe that maintaining a consistency of knowledge until after the 2022 Local Government general elections will hold the Committee in a good and informed position for the upcoming period.

Options for Consideration

Option 1:

1. That Council resolves to reappoint Mr David Hitchcock, as the Independent Member to the Audit Committee for a further eighteen (18) month term commencing on 1 July 2021 and expiring 31 December 2022.
2. That Council resolves to change the Audit Committee Terms of Reference in order to allow for future appointments of Independent Members to be in line with Council general elections, which occur four (4) yearly, noting that the next general election will be held in November 2022.

Option 2:

That Council elects to call for nominations from the public.

Analysis of Options

Option 1

Reappointing the current member of the Audit Committee will offer consistency.

Option 2

Whilst a valid option, calling for nominations will delay the activities of the Audit Committee and will potentially lose significant background knowledge gained to date during this peak time of operation.

Financial Implications

The costs specifically associated with this report relate to the payment of Independent Member sitting fees and Presiding Member allowances. The costs have been incorporated in the adopted budget.

Community Implications

There is a high expectation that Council has appropriate governance and accountability mechanisms in place in relation to its meeting structures and that Council Committee members are competent and

understand the role and functions of the committee and their individual obligations with regard to conduct.

Regional Implications

There are no known regional implications with the reappointment of the Independent Audit Committee Member.

Governance Implications

The recommendation takes into consideration Council's Audit Committee TOR and the 2020-2024 strategic community plan pillar of leadership, a responsible and influential local government organisation.

Preferred Option & Reasoning

Option 1 is the preferred option - It provides the Audit Committee with consistency and ensures that the knowledge gained on its operations is not lost during the term of the current Council Members.

Attachment/s

Attachment A	Audit Committee Terms of Reference
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Approval Date	22/09/2020 CNC88/20-21
Classification	Terms of Reference
Responsible Officer	Group Manager Corporate Services
Relevant Legislation	<i>Local Government Act 1999</i> Local Government (Financial Management) Regulations 2011
Document Number	TOR202043668
Last Reviewed 20/02/2017	Next Review 20/02/2023

1. Establishment

The Corporation of the Town of Walkerville Audit Committee (Committee) is established pursuant to sections 41 and 126 of the *Local Government Act 1999* (Act).

2. Functions

The functions of the Committee include:

- 2.1 reviewing annual financial statements to ensure that they present fairly the state of affairs of the Council.
- 2.2 proposing, and providing information relevant to, a review of the Council's strategic management plans or annual business plan.
- 2.3 monitoring the responsiveness of the Council to recommendations for improvement based on previous audits and risk assessments, including those raised by a Council's auditor.
- 2.4 proposing, and reviewing, the exercise of powers under section 130A of the Act.
- 2.5 liaising with the Council's auditor in accordance with any requirements prescribed by the regulations.

- 2.6 reviewing the adequacy of the accounting, internal control, reporting and other financial management systems and practices of the Council on a regular basis.
- 2.7 providing oversight of planning and scoping of the internal audit work plan and reviewing and commenting on reports provided by the person primarily responsible for the internal audit function at least on a quarterly basis.
- 2.8 reviewing and evaluating the effectiveness of policies, systems and procedures established and maintained for the identification, assessment, monitoring, management and review of strategic, financial and operational risks on a regular basis.
- 2.9 reviewing any report obtained by the Council under section 48(1) of the Act.
- 2.10 performing any other function determined by the Council or prescribed by the regulations.

3. Role of the Committee

The role of the Committee will include:

3.1 Financial Reporting and Sustainability

- Review the Annual Financial Report and application of accounting policies and accounting standards with management and the external auditor and provide opinion to the Council on whether it presents fairly the state of affairs of Council.
- Review and make recommendations to the Council regarding the financial ratios, financial targets, assumptions and level of debt in the Long Term Financial Plan.
- Provide commentary and advice on the financial sustainability of the Council, and any related risks in relation to, as part of the annual adoption of the Long Term Financial Plan and Annual Business Plan.
- Review and make recommendations to the Council regarding any other significant financial, accounting and reporting issues as deemed necessary by the Committee, Council and Management.

3.2 External Audit

- When required consider and recommend to Council on the appointment of the external auditor.
- Make recommendations to Council on the terms of engagement and fees of the external auditor at the start of each audit contract.

- Make recommendations to Council on the scope of work, reports and activities of the external auditor, including interaction with any internal audit capabilities.
- Annually review the findings of the external audit with the external auditor.
- Review Management's response to review, recommendations and audit letters provided by the external auditors.
- Review and recommend policies as appropriate in regards to independence of external auditor.
- Review the draft tender evaluation matrix and draft scope of works prior to the tender process for the external auditor proceeding to market
- Participate in the selection process for the external auditor.

3.3 Risk Management and Internal Controls

- Review and comment on the adequacy of Council's risk management framework for identifying, monitoring and managing significant business risks.
- Annually review the Council's insurance program for adequacy having regard to the business and insurable risks associated with Council's business.
- Through the Internal Audit Function, review and comment on the adequacy of internal controls, financial reporting and other financial management systems and practices.

3.4 Internal Audit

- When required consider and recommend to Council on the appointment of the internal auditor.
- Make recommendations to Council on the terms of engagement of the internal auditor at the start of each audit contract.
- Monitor and review the effectiveness of the Council's internal audit function in the context of the Council's overall risk management system.
- Consider and make recommendations on the program of the internal audit function and the adequacy of its resources and access to information to enable it to perform its function effectively and in accordance with relevant professional standards.
- Review and consider all reports (or summary/significant findings of reports) on the Council's operations from Council's internal auditors together with recommendations and management responses.

- Monitor the implementation and status of agreed actions from previous internal audit reviews.

3.5 Other Matters

- Have access to reasonable resources in order to carry out its duties (note that this is subject to any budget allocation being approved by Council)
- Give due consideration to the Act and regulations made under the Act
- Oversee any investigation of activities, which are within its terms of reference.

3.6 Regional Subsidiaries

Consider the budgets, budget amendments, financial statements and long term financial plans of the Regional Subsidiaries and make recommendations as appropriate.

4. **Authority**

- 4.1 The Committee has no authority to act independently of Council. The Committee is authorised by Council to undertake work to efficiently and effectively meet the objectives described by its role and terms of reference.
- 4.2 The Committee will have no standing financial delegations. If required for a specific purpose, these will be sought from Council at the time or where appropriate, through the Chief Executive Officer's delegation.

5. **Membership**

- 5.1 The Town of Walkerville's Audit Committee shall consist of two Elected Members and three (3) Independent Members.
- 5.2 Elected Members shall be appointed to the Committee by resolution of Council and will hold office until the conclusion of the 2022 Local Government Elections.
- 5.3 The Mayor may be a member of the Committee with voting rights, but shall not be the Presiding Member of the Committee.
- 5.4 Independent Members will be appointed for a maximum of three (3) years. The terms of the appointment should be arranged to ensure an orderly rotation and continuity of membership.
- 5.5 The Independent Members of the Committee must have recent and relevant experience in professions such as, but not limited to, accounting, audit, financial, legal, risk management and governance.

- 5.6 At the time of a vacancy of an Independent Member, a selection panel comprising a Member of the Committee and the Chief Executive Officer or his or her delegate, will undertake a selection process and recommend independent candidate(s) to the Council for appointment as Independent Members.
- 5.8 The Presiding Member must be an Independent Member and will be determined by the Audit Committee for twelve (12) months, after which they may stand for re-election.
- 5.9 The role of the Presiding Member is to:
- (a) oversee the conduct of meetings in accordance with the Local Government (Procedures at Meetings) Regulations 203 and the Town of Walkerville Code of Practice - Procedures at Meetings.
 - (b) ensure that Council's Financial Guiding Principles and the Local Government (Financial Management) Regulations 2011 are observed and that all Committee members have an opportunity to participate in discussions in an open and responsible manner.
- 5.10 No Deputy Presiding Member will be elected and an Acting Presiding Member (Chair) will be nominated at the meeting should the Chair be unable to attend.
- 5.11 Any Councillor not a member of said Committee can be called upon by the CEO (or nominee) to act as proxy as and when required.
- 5.12 Members of the Committee may be removed by way of Council resolution at any time.
- 5.13 Members of the Committee may resign their position at any time by giving notice of their intention in writing to the Chief Executive Officer.
- 5.14 If a vacancy occurs on the Committee the Council may appoint a replacement member to the Committee via the process detailed at clauses 5.2 and 5.6.

6. Meetings

- 6.1 The Committee will meet at least once each quarter financial year and as business needs arise or as decided by Council from time to time.
- 6.2 The Committee will conduct its meetings in accordance with the Local Government (Procedures at Meetings) Regulations 2013 and the Town of Walkerville Code of Practice - Procedures at Meetings.
- 6.3 Meetings will be held at the Civic and Community Centre or such other location as determined by the Chief Executive Officer.

- 6.4 The Presiding Member will consult with the Chief Executive Officer prior to the scheduling of any Special Meetings or meetings additional to the endorsed work program of the Committee to ensure that the costs of administering the Committee are monitored and contained.
- 6.5 Access to agendas, minutes, and other documents associated with the Committee will be provided in accordance with the Town of Walkerville's Code of Practice – Access to Meetings and Documents.
- 6.6 The Chief Executive Officer is delegated authority to vary the meeting date, time and place of meetings in consultation with the Presiding Member.
- 6.7 The Chief Executive Officer will allocate appropriate administrative support to ensure that reports, agendas, notice of meetings and minutes of the Committee are recorded and managed in accordance with legislative compliance requirements.

7. Voting

- 7.1 Each member of the Committee at a meeting will have one vote.
- 7.2 In accordance with regulation 27 of the Local Government (Procedures at Meetings) Regulations 2013, the Presiding Member will have a deliberative vote but does not, in the event of an equality of votes, have a casting vote.
- 7.3 In the event of a tied vote the matter will be referred to the Council for deliberation.
- 7.4 Any staff attending Committee meetings will not have voting rights.

8. Quorum

- 8.1 A quorum for the Committee will be ascertained by dividing the total number of members of the Committee by two (2), ignoring any fraction resulting from the division and adding one.
- 8.2. The quorum will comprise of at least one elected member and one independent member.

9. Review

- 9.1 The Committee shall review its own performance and Terms of Reference annually to ensure that it is operating at maximum effectiveness. Following this review, it will provide a report to Council on its performance, recommending any changes that are necessary.

9.2 In reviewing its performance, the Committee will have regard to:

- The achievement of the Committee's role and Terms of Reference.
- The Committee's decision making process.
- The timeliness, quality and quantity of information received
- The relationship with Council, Management and other Members of the Committee.
- The involvement and attendance by Members.

9.3 The Council may at any time vary these Terms of Reference, or the Committee may recommend variations to the Terms of Reference to the Council.

10. Sitting Fees

10.1 The Independent Members (only) will be paid a sitting fee as determined by Council.

10.2 To ensure that the independent members of the Committee are provided with appropriate and timely training (at a cost to Council under delegation and approval of the Chief Executive Officer), both in the form of induction and ongoing training, a training fee in addition to sitting fees will be paid as follows:

- All training attendance associated with sessions of less than two hours duration are to be absorbed as part of the existing negotiated sitting fee for each Independent Member
- All training attendance associated with sessions greater than two hours duration are to be paid at existing sitting fee for each Independent Member
- Any required attendance by a Member of the Committee at a Council meeting or other similar meeting will be absorbed as part of the existing negotiated sitting fee for each Independent Member.

11. Liabilities of Members

No civil liability attaches to a member of the Committee for an honest act or omission in the exercise, performance or discharge, or purported exercise, performance or discharge, of the Member's or Committees powers, functions or duties, Such a liability is attached instead to the Council.

Meeting:	Council
Title:	Community Fund Application – John Rolls
Responsible Manager:	Manager Community Development & Engagement, Fiona Deckert
Author:	Manager Community Development & Engagement, Fiona Deckert
Key Pillar:	Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation
Key Focus Area:	Living Walkerville - Wellbeing for every age and stage
Type of Report:	Decision Required

Recommendation

1. That Council allocates the following funds to the Community Fund applicant from the 2020/2021 Community Fund budget:
 - a. John Rolls – (*amount to be determined by Council*)
 2. That Administration write to the applicant for the Community Fund grant and advises them of the Council's resolution and in so doing highlights that all plant purchases are to approved and be from an approved supplier as determined by the Group Manager Asset & Infrastructure and planted under the supervision of the Group Manager Asset & Infrastructure (or as delegated).
 3. That the successful applicant is invited to attend the Ordinary Meeting of Council to be held on 17 May 2021, to formally receive the funds from Her Worship Mayor Fricker at the beginning of the Council Meeting (dependent on COVID restrictions).
-

Summary

An application for a community fund grant has been received. Information to support the application for John Rolls is provided as part of Attachment B and specific information is outlined in Discussion/Issues for Consideration. There are adequate funds available in the community grants budget to allocate funds, as Council sees fit.

Background

Through its Community Fund Program, the Town of Walkerville supports local community groups and organisations as well as individuals. Eligible organisations and groups can apply for support towards activities that benefit the local community.

In line with the revised policy for allocation of Community Funds (Attachment A) endorsed by Council at its ordinary meeting on 17 June 2019 **CNC 393 /18-19**, applications for Community Fund grants are opened to the community on an annual basis.

The application received is presented in this report, (refer Attachment B). A summary is also provided below:

Attachment	Applicant	Program, Project, Activity or Event	Type of Funding	Amount Requested
B	John Rolls	Torrens Linear Park revegetation project: Lansdowne Terrace	Project	\$210.00

Discussion/Issues for Consideration

The community fund application received meets the Community Fund Policy guidelines and evaluation criteria.

Mr Rolls received community grant funding of \$150 in 2020 towards the purchase of native plants, which were planted in a section of Linear Park.

As outlined in the last page of his application (Attachment B), Mr Rolls will be providing in-kind support by way of propagation, planting, weeding and watering to the value of \$440.00

Past project applications for community fund grants have been determined by Council on an individual basis. An evaluation of eligibility is included in Attachment C to this report.

Options for Consideration

Option 1

1. That Council allocates the following funds to the Community Fund applicant from the 2020/2021 Community Fund budget:
 - a. John Rolls – *(amount to be determined by Council)*
2. That Administration write to the applicant for the Community Fund grant and advises them of the Council's resolution and in so doing highlights that all plant purchases are to approved and be from an approved supplier as determined by the Group Manager Asset & Infrastructure and planted under the supervision of the Group Manager Asset & Infrastructure (or as delegated).
3. That the successful applicant is invited to attend the Ordinary Meeting of Council to be held on 17 May 2021, to formally receive the funds from Her Worship Mayor Fricker at the beginning of the Council Meeting (dependent on COVID restrictions).

Option 2

That Council determines not to allocate funds from the Community Fund.

Analysis of Options

Option 1

Option 1 provides a recommendation that aligns with the Community Fund Guidelines Policy. This option provides a level of funding (as determined by Council) to the applicant for their program, project, activity or event to proceed.

Option 2

Option 2 may be viewed as not being supportive of individuals requiring funding for their programs.

Financial Implications

Council allocates an annual budget to the Community Fund program of \$10,000.00 and at present has a balance of \$7,500.00 available for applications.

Community Implications

The support of the project will demonstrate Council's commitment to supporting programs that benefit the community.

Regional Implications

There are no know regional implications associated with this matter.

Governance Implications


The application have been assessed against Council's Community Fund Program Policy. Refer to (Attachment C) for an evaluation undertaken for the eligibility for the applicant.

Preferred Option & Reasoning

Option 1 is recommended to Council as it is in line with past practice and the Community Fund Program Policy.

Attachment/s

Attachment A	Community Fund Program Policy
Attachment B	Application from John Rolls
Attachment C	Evaluation criteria

 <p style="text-align: center;">Community Fund Program Policy</p>	
Approved by	Council
First Approved	29 August 1988
Review Frequency	Biannually
Last Reviewed	17 June 2019 (CNC393/18-19)
Next Review	June 2021
Document Number	POL201825060
Responsible Officer	Manager Community Development & Engagement
Policies Related	Sponsorship Policy, Plaque Policy
Applicable Legislation	<i>Local Government Act 1999</i>

Policy Statement

Each year Council may determine that an appropriation of funds shall be set aside in each Budget for the purpose of meeting emergent requests for financial assistance from community groups, individuals and / or organisations for projects, programs or activities that benefit the Town of Walkerville community.

Purpose of this Fund

A fund has been established to enable eligible community groups, individuals and organisations to apply for projects, programs or activities that benefit the residents of the Town of Walkerville. A grant should not be treated as a source of ongoing funding nor is it a means for community groups to fund their day to day operational activities.

Who can apply for a grant?

- Not for profit community groups and organisations operating in the Town of Walkerville.
- Ratepayers and Residents of the Town of Walkerville.

Who cannot apply for a grant:

- Political Parties,
- State or Federal Government Departments and Services,
- Employees and Elected Members of The Corporation of the Town of Walkerville,
- Unions,
- Professional Associations,
- Organisations registered as a company limited by shares,
- Organisations who are not eligible to apply for a grant cannot apply on behalf of another eligible organisation
- Individuals who are not ratepayers or residents of the Town of Walkerville.

What does the program support?

The Community Fund Program is primarily intended for;

- Projects, programs or activities that benefit the Town of Walkerville community;
- Capital purchases in support of a community project, program or activity;
- Purchases that are clearly one off i.e. Grants for individuals to participate in sporting, musical, artistic or other competitions in any 12 month period and are limited to competitions at a State, National or International level where the applicant is a resident or ratepayer of Walkerville and is

required to travel interstate or overseas to participate; memorial or heritage plaques.

- For Individuals, funding amounts will be determined by Council dependent on the age of the individual, if the event is being held locally, nationally or internationally;

What does the program not support?

- Any purpose or service which is considered to be the primary responsibility of the State or Federal Government, including projects targeted at students in a school setting.
- Projects, programs or activities that have already been completed or purchased.
- Recurrent operating or maintenance costs associated with the operation of the organisation or group, e.g. printing of newsletters.
- Servicing any debt of the organisation or group.
- Retrospective funding or funding of budget deficits.
- Purchase, replacement or new materials for the public realm that are already covered in the assets and infrastructure program e.g. park benches etc.

Funding Evaluation

Consideration will be given to (but is not limited to) the following:

- The level of benefit to the Town of Walkerville community resulting from the expenditure of the funds;
- The ability to complete the project; program or activity
- Previously funded programs, projects and activities.
- Copy of the organisations most recent financial statement outlining income, expenditure, assets and liabilities;
- What level of funding the organisation or group receives from other sources;
- Whether the organisation or group does charitable or good works for the community;
- Whether the project is one that will deliver genuine benefit to the community;
- Whether the organisation or group is located and / or provides services within the Town of Walkerville Council area;
- For individuals, applicants must demonstrate that the funding will benefit the recipient and /or the community;
- Whether the funding will benefit a specific cultural, artistic sporting or recreational group in the community.

Conditions of Funding

Applicants must acknowledge Councils Community Funding assistance in any publications or publicity.

All applications received will be reviewed by Council and funding will be awarded on merit.

Applicants are limited to one application per financial year, generally up to \$1000 unless determined by Council.

Process

An internal evaluation will be undertaken by Administration to determine whether applicants have met the criteria. A decision report will then go to an Ordinary Meeting of Council for decision.

When can I persons/organisations apply?

Applications can be received anytime during the financial year. - The program, project or activity is to be completed within the financial year that the funds have been awarded, with the acquittal form of the funds spent returned to Council Administration by 30 June of the second half of the financial year or 30 days after the event has finished.

Successful/Unsuccessful Applicants

Successful and unsuccessful applicants will both be advised of the Council resolution in writing.

Unsuccessful applicants will be given reasons as to why their application was unsuccessful.

Successful applicants will be provided with an acquittal form and invited to attend the following Ordinary Meeting of Council where they will be formally provided the funding (cheque) by the Mayor. If the successful applicant has requested the funding be payed via EFT, they will be awarded a certificate by the Mayor and the funding will be transferred into their nominated account.

Reporting Requirements

Successful applicants will be required to provide Council, with a signed financial acquittal form together with a brief financial statement detailing how the funds were expended. This form will be provided with your Fund approval letter. The financial acquittal form is to be received by Council Administration

To be successful for further funding, applicants must have acquitted all previously successful Funds under the Town of Walkerville Community Fund Policy & Guidelines.

Payment of successful applications

Should an application be successful, payment will be made either by cheque or through Electronic Funds Transfer (EFT).

Applications must include:

The following documents are essential to assess the application, please attach:

- Any documentation which might support the application
- Written quotes for any proposed purchases or purposes
- A signed or certified copy of the groups most recent financial statement outlining you're the group's income, expenditure, assets and liabilities
- Any documentation that sets out the groups community objectives

Applications together with attachments should be forwarded to:

Community Fund Applications
Town of Walkerville
PO Box 55
Gilberton SA 5081

Or email: cfund@walkerville.sa.gov.au

community fund grants

application form: individual



Individuals (all ages) can apply for:

- A grant to participate in sporting, musical, artistic or other competitions/activities/programs at a State, National or International level where the applicant is required to travel to participate and is a resident or ratepayer of the Town of Walkerville.

Prior to submitting this form, applicants are required to read the Community Fund Program Policy (available on Council's website or printed copies on request).

applicant details

Name of applicant: JOHN ROLLS

Male Female Age: [REDACTED]

If under 18, name of person completing this application

Name: _____

Relationship to applicant: Parent Guardian Other: _____

Address: [REDACTED] VALE PARK 5081

Telephone: [REDACTED]

Email: j [REDACTED]

details of the competition / event

Title: _____

Date: from _____ Postcode: _____

Location: (Town or City and State) Walkerville to _____

1. What type of competition / activity / program will you be participating in (i.e. Netball, Soccer) and what is the structure of the competition / event (i.e. will you be competing against teams from other states for a title / trophy)?

The proposed activity is to establish seedlings of plants native to the Adelaide Plain in a section of the Terrens Linear Park at the lower end of Lansdowne Terrace. A plan of the proposed planting has been approved by Greg Stevens, Team leader Beautification Services



community fund grants application form: individual



details of the competition / event continued

2. Is the competition Amateur Professional

3. What best describes the purpose of participating in this competition/activity/program

- Professional development Skill development Showcase talent for scouting
 Recruitment purposes Social Other: Environmental improvement

4. How will participation in this activity benefit the individual and the community?

The community will benefit through an improvement in the visual appearance of a section of the Torrens Linear Park, which is presently covered in weeds periodically mowed by the Council. The community & environment will also benefit through the habitat, food & shelter for native wildlife provided by the plants proposed to be established

5. Will the individual still participate if this funding application is unsuccessful? If not, please explain why:

Yes

previous applications

6. Have you received funding from Council in the past from this fund?

Yes No

If yes, when? 1 May 2020

Amount: \$150

payment

If you are successful, how would you like the funding to be paid?

EFT Cheque

If you select EFT please complete the details below. Please note bank details will be stored electronically in a confidential file used by Finance Staff only.

Account name:

BSB number:

Account number:

Successful grant recipients are required to adhere to the current SA Government COVID-19 Emergency Management Directions and COVID Restrictions when implementing their programs, activities and/or events being funded through the Town of Walkerville grant funding programs. Funding will only be allocated once an approved COVID Safe Plan or COVID Management Plan is provided.



community fund grants application form: individual



conditions of the funding

I, being the authorised person making the declaration, confirm and agree to the following:

- The information given in this application, including any attachments hereto is true and correct in every particular;
- That monies received from the Town of Walkerville will be spent on the approved activity and as outlined in the project fund application. The Town of Walkerville must approve any changes to the project;
- Any monies not expended on completion of the project will be returned to the Town of Walkerville;
- That Council's funding of the project will be acknowledged in publicity or promotions associated with this funding.
- To provide the Town of Walkerville with a completed acquittal report form and brief financial statement detailing that monies have been expended in accordance with this funding application and subsequent Council approval, by 30 June of the second half of the financial year or 30 days after the event has finished.
- That failure to comply with these conditions may preclude our organisation from accessing further funds in the future;
- To indemnify and to keep indemnified and to hold harmless the Council, its servants and agents and each of them from and against all actions, costs, claims, charges, expenses and damages whatsoever which may be brought or made or claimed against them or any of them arising out of or in relation to a community project, program or activity.
- That permission is automatically granted by the successful application for the Council to publish and promote its support of this application in Council's own publications and published materials.

We further understand that any variation from the above conditions will require negotiation with the Town of Walkerville.

Signature: John Rolls Date: 8/4/21
Name: John Rolls

Signature: _____ Date: _____
(To be signed by the parent/guardian if applicant is under 18 years of age)

Details of parent / guardian:

Name: _____

Telephone: _____

Mobile: _____

Please forward application to:

Manager, Community Development & Engagement
Community Fund
Town of Walkerville, PO Box 55, Walkerville SA 5081
Fax: 8269 7820
Email: cfund@walkerville.sa.gov.au

Supporting
our community



Community Grants Program - Application for funding

Since October 2019, following discussion with Greg Stevens, I have been establishing an area of native plants in Torrens Linear Park, near our property on Lansdowne Terrace.

I sought, and was given a Community Grant a year ago to purchase seedlings of plants native to the Adelaide Plains, which I planted in a section of the Linear Park between the O’Bahn busway and the boundary of our next door neighbour’s land, 105 Lansdowne Terrace. This planting has been gratifyingly successful, and very well received by people making use of the walking trail. I have also started planting on land immediately to the east of the initial plantation area, again with the support of Greg Stevens.

The purpose of this application is to seek a further grant to purchase seedlings of additional locally endemic plants, to be planted in the section of the Linear Park at the southern end of Lansdowne Terrace, between the O’Bahn busway land and the walking trail. I submitted a plan of the proposed planting to Greg Stevens, which he has approved.

As indicated in my previous application, a number of objectives drive this ongoing project. One is to beautify the area, which when I started was uncultivated, managed by the Council by mowing or mulching to suppress weed growth. A second is to establish as many of the native plant species as I can obtain that would have been present on the Adelaide Plain before European settlement, and thereby contribute suitable habitat and food sources for endemic insects such as butterflies, and habitat and shelter for native birds. A third is to contribute to the understanding of residents about the range of native plants that were part of the original vegetation, how varied and aesthetically pleasing many of them are, and how readily they can be established. A fourth is to demonstrate to people passing through the site that it is possible for residents to engage in a socially positive way, to contribute to their local environment, and enjoy themselves in the process.

The funds I now seek are intended to be used to purchase 70 seedlings from Provenance Indigenous Plant Nursery, at a cost of \$210. Approximately half to be used in the new area, the balance to supplement the already established planting areas. My contribution will be to propagate some plants from cuttings, to clear the land of weeds, to plant and water the seedlings, to mulch the land, and remove weeds on an ongoing basis until the plants are well established. A conservative estimate of the value of my contribution is below.

Propagate 30 plants from cuttings, 30 X \$3	\$90
Plant 100 plants, 100 X 15 minutes per plant, at \$10 per hour	\$250
Distribute mulch in new plantation area, 2 hours at \$10 per hour	\$20
Water plants through first summer, 16 times, half hour per watering, at \$10 per hour	\$80
Total	
John Rolls	\$440

Evaluation Criteria	John Rolls
Not for profit community group	n/a
Organisation operating in Walkerville	n/a
Individual residing in the Town of Walkerville	yes
Benefit to the Community or Individual	yes
Program, project, activity or event can proceed without funding	yes
Funding received from other sources	n/a
The groups or individual has received funding from Council previously (last 5 years)	\$150 in 2019
Quotes provided (if purchasing goods)	n/a

Meeting:	Council
Title:	Community Fund Application – Ella Copeland
Responsible Manager:	Manager Community Development & Engagement, Fiona Deckert
Author:	Manager Community Development & Engagement, Fiona Deckert
Key Pillar:	Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation
Key Focus Area:	Living Walkerville - Wellbeing for every age and stage
Type of Report:	Decision Required

Recommendation

1. That Council allocates the following funds to the Community Fund applicant from the 2020/2021 Community Fund budget:
 - a. Ella Copeland – *(Amount to be determined by Council)*
 2. That Administration writes to the applicant for the Community Fund and advises them of the Council resolution.
 3. That the successful applicant is invited to attend the Ordinary Meeting of Council to be held on 17 May 2021, to formally receive the funds from Her Worship Mayor Fricker at the beginning of the Council Meeting (dependent on COVID restrictions).
-

Summary

An application for a community fund grant has been received. Information to support the application for Ella Copeland is provided as part of Attachment B and specific information is outlined in Discussion/Issues for Consideration. There are adequate funds available in the community grants budget to allocate funds, as Council sees fit.

Background

Through its Community Fund Program, the Town of Walkerville supports local community groups and organisations as well as individuals. Eligible organisations and groups can apply for support towards activities that benefit the local community.

In line with the revised policy for allocation of Community Funds (Attachment A) endorsed by Council at its ordinary meeting on 17 June 2019 **CNC 393 /18-19**, applications for Community Fund grants are opened to the community on an annual basis.

The application received is presented in this report, (refer Attachment B). A summary is also provided below:

Attachment	Applicant	Program, Project, Activity or Event	Type of Funding	Amount Requested
B	Ella Copeland	Australian Gymnastics Championships at the Gold Coast	Individual	n/a

Discussion/Issues for Consideration

One community fund application has been received, which meets the Community Fund Policy guidelines and evaluation criteria.

The applicant received community grant funding of \$150 in 2018 and 2019 for the same competition, which she won in 2019.

Past individual applicants for community fund grants have received \$150.00.

An evaluation of eligibility is included in Attachment C.

Options for Consideration

Option 1

1. That Council allocates the following funds to the Community Fund applicant from the 2020/2021 Community Fund budget:
 - a. Ella Copeland – *(Amount to be determined by Council)*.
2. That Administration writes to the applicant for the Community Fund grant and advises them of the Council resolution.
3. That the successful applicant is invited to attend the Ordinary Meeting of Council to be held on 17 May 2021 to formally receive the funds from Her Worship Mayor Fricker at the beginning of the Council Meeting (dependent on COVID restrictions).

Option 2

That Council determines not to allocate funds from the Community Fund.

Analysis of Options

Option 1

Option 1 provides a recommendation that aligns with the Community Fund Guidelines Policy. This option provides a level of funding (as determined by Council) to the applicant for their program, project, activity or event to proceed.

Option 2

Option 2 may be viewed as not being supportive of individuals requiring funding for their event.

Financial Implications

Council allocates an annual budget to the Community Fund program of \$10,000.00 and at present has a balance of \$7,500.00 available for applications.

Community Implications

The support of the application will demonstrate Council's commitment to supporting young individuals in our community to participate in Sporting Championships in Australia.

Regional Implications

There are no known regional implications associated with this matter.

Governance Implications


The application has been assessed against Council's Community Fund Program Policy. Refer to (Attachment C) for an evaluation undertaken for the eligibility for the applicant.

Preferred Option & Reasoning

Option 1 is recommended to Council as it is in line with past practice and the Community Fund Program Policy.

Attachment/s

Attachment A	Community Fund Program Policy
Attachment B	Application from Ella Copeland
Attachment C	Evaluation criteria

 <p style="text-align: center;">Community Fund Program Policy</p>	
Approved by	Council
First Approved	29 August 1988
Review Frequency	Biannually
Last Reviewed	17 June 2019 (CNC393/18-19)
Next Review	June 2021
Document Number	POL201825060
Responsible Officer	Manager Community Development & Engagement
Policies Related	Sponsorship Policy, Plaque Policy
Applicable Legislation	<i>Local Government Act 1999</i>

Policy Statement

Each year Council may determine that an appropriation of funds shall be set aside in each Budget for the purpose of meeting emergent requests for financial assistance from community groups, individuals and / or organisations for projects, programs or activities that benefit the Town of Walkerville community.

Purpose of this Fund

A fund has been established to enable eligible community groups, individuals and organisations to apply for projects, programs or activities that benefit the residents of the Town of Walkerville. A grant should not be treated as a source of ongoing funding nor is it a means for community groups to fund their day to day operational activities.

Who can apply for a grant?

- Not for profit community groups and organisations operating in the Town of Walkerville.
- Ratepayers and Residents of the Town of Walkerville.

Who cannot apply for a grant:

- Political Parties,
- State or Federal Government Departments and Services,
- Employees and Elected Members of The Corporation of the Town of Walkerville,
- Unions,
- Professional Associations,
- Organisations registered as a company limited by shares,
- Organisations who are not eligible to apply for a grant cannot apply on behalf of another eligible organisation
- Individuals who are not ratepayers or residents of the Town of Walkerville.

What does the program support?

The Community Fund Program is primarily intended for;

- Projects, programs or activities that benefit the Town of Walkerville community;
- Capital purchases in support of a community project, program or activity;
- Purchases that are clearly one off i.e. Grants for individuals to participate in sporting, musical, artistic or other competitions in any 12 month period and are limited to competitions at a State, National or International level where the applicant is a resident or ratepayer of Walkerville and is

required to travel interstate or overseas to participate; memorial or heritage plaques.

- For Individuals, funding amounts will be determined by Council dependent on the age of the individual, if the event is being held locally, nationally or internationally;

What does the program not support?

- Any purpose or service which is considered to be the primary responsibility of the State or Federal Government, including projects targeted at students in a school setting.
- Projects, programs or activities that have already been completed or purchased.
- Recurrent operating or maintenance costs associated with the operation of the organisation or group, e.g. printing of newsletters.
- Servicing any debt of the organisation or group.
- Retrospective funding or funding of budget deficits.
- Purchase, replacement or new materials for the public realm that are already covered in the assets and infrastructure program e.g. park benches etc.

Funding Evaluation

Consideration will be given to (but is not limited to) the following:

- The level of benefit to the Town of Walkerville community resulting from the expenditure of the funds;
- The ability to complete the project; program or activity
- Previously funded programs, projects and activities.
- Copy of the organisations most recent financial statement outlining income, expenditure, assets and liabilities;
- What level of funding the organisation or group receives from other sources;
- Whether the organisation or group does charitable or good works for the community;
- Whether the project is one that will deliver genuine benefit to the community;
- Whether the organisation or group is located and / or provides services within the Town of Walkerville Council area;
- For individuals, applicants must demonstrate that the funding will benefit the recipient and /or the community;
- Whether the funding will benefit a specific cultural, artistic sporting or recreational group in the community.

Conditions of Funding

Applicants must acknowledge Councils Community Funding assistance in any publications or publicity.

All applications received will be reviewed by Council and funding will be awarded on merit.

Applicants are limited to one application per financial year, generally up to \$1000 unless determined by Council.

Process

An internal evaluation will be undertaken by Administration to determine whether applicants have met the criteria. A decision report will then go to an Ordinary Meeting of Council for decision.

When can I persons/organisations apply?

Applications can be received anytime during the financial year. - The program, project or activity is to be completed within the financial year that the funds have been awarded, with the acquittal form of the funds spent returned to Council Administration by 30 June of the second half of the financial year or 30 days after the event has finished.

Successful/Unsuccessful Applicants

Successful and unsuccessful applicants will both be advised of the Council resolution in writing.

Unsuccessful applicants will be given reasons as to why their application was unsuccessful.

Successful applicants will be provided with an acquittal form and invited to attend the following Ordinary Meeting of Council where they will be formally provided the funding (cheque) by the Mayor. If the successful applicant has requested the funding be payed via EFT, they will be awarded a certificate by the Mayor and the funding will be transferred into their nominated account.

Reporting Requirements

Successful applicants will be required to provide Council, with a signed financial acquittal form together with a brief financial statement detailing how the funds were expended. This form will be provided with your Fund approval letter. The financial acquittal form is to be received by Council Administration

To be successful for further funding, applicants must have acquitted all previously successful Funds under the Town of Walkerville Community Fund Policy & Guidelines.

Payment of successful applications

Should an application be successful, payment will be made either by cheque or through Electronic Funds Transfer (EFT).

Applications must include:

The following documents are essential to assess the application, please attach:

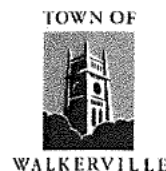
- Any documentation which might support the application
- Written quotes for any proposed purchases or purposes
- A signed or certified copy of the groups most recent financial statement outlining you're the group's income, expenditure, assets and liabilities
- Any documentation that sets out the groups community objectives

Applications together with attachments should be forwarded to:

Community Fund Applications
Town of Walkerville
PO Box 55
Gilberton SA 5081

Or email: cfund@walkerville.sa.gov.au

community fund grants



application form: individual

Individuals (all ages) can apply for:

- A grant to participate in sporting, musical, artistic or other competitions/activities/programs at a State, National or International level where the applicant is required to travel to participate and is a resident or ratepayer of the Town of Walkerville.

Prior to submitting this form, applicants are required to read the Community Fund Program Policy (available on Council's website or printed copies on request).

applicant details

Name of applicant: Ella Copeland

Male Female Age: [REDACTED]

If under 18, name of person completing this application

Name: [REDACTED]
 Relations: [REDACTED]
 Address: [REDACTED]
 Telephone: [REDACTED]
 Email: [REDACTED]

details of the competition / event

Title: Australian Gymnastics Championships

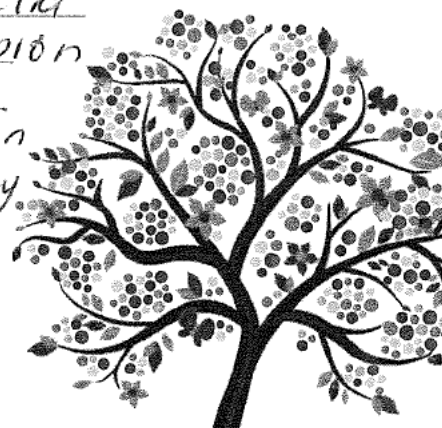
Date: from May 13th to May 17th 2021 Postcode: _____

Location: (Town or City and State) Gold Coast to _____

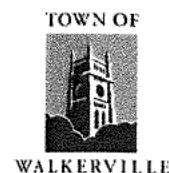
1. What type of competition / activity / program will you be participating in (i.e. Netball, Soccer) and what is the structure of the competition / event (i.e. will you be competing against teams from other states for a title / trophy)?

Ella will be representing South Australia in Tumbling (Level 6) at the Australian Gymnastics Championships. Ella will be competing against other tumblers from around Australia for the title of Australian Champion

Ella competed at the same competition in 2019 where she won it. Unfortunately no championships were held last year due to COVID 19.



community fund grants application form: individual



details of the competition / event continued

2. Is the competition Amateur Professional

3. What best describes the purpose of participating in this competition/activity/program

- Professional development Skill development Showcase talent for scouting
 Recruitment purposes Social Other: _____

4. How will participation in this activity benefit the individual and the community?

Participating in this event will not only showcase Ella's talents, it is another step towards being eligible to represent not just South Australia but Australia at a national championships in 2022.

5. Will the individual still participate if this funding application is unsuccessful? If not, please explain why:

Yes. She has qualified which is very difficult to do.

previous applications

6. Have you received funding from Council in the past from this fund?

Yes No If yes, when? 15/19 Amount: \$150

payment

If you are successful, how would you like the funding to be paid?

EFT Cheque

If you select EFT please complete the details below. Please note bank details will be stored electronically in a confidential file used by Finance Staff only.

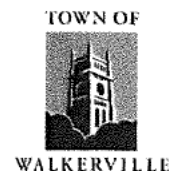
Account name: Rebecca Copeland

BSB number: _____

Account number: _____



community fund grants application form: individual





conditions of the funding

I, being the authorised person making the declaration, confirm and agree to the following:

- a. The information given in this application, including any attachments hereto is true and correct in every particular;
- b. That monies received from the Town of Walkerville will be spent on the approved activity and as outlined in the project fund application. The Town of Walkerville must approve any changes to the project;
- c. Any monies not expended on completion of the project will be returned to the Town of Walkerville;
- d. That Council's funding of the project will be acknowledged in publicity or promotions associated with this funding.
- e. To provide the Town of Walkerville with a completed acquittal report form and brief financial statement detailing that monies have been expended in accordance with this funding application and subsequent Council approval, by 30 June of the second half of the financial year or 30 days after the event has finished.
- f. That failure to comply with these conditions may preclude our organisation from accessing further funds in the future;
- g. To indemnify and to keep indemnified and to hold harmless the Council, its servants and agents and each of them from and against all actions, costs, claims, charges, expenses and damages whatsoever which may be brought or made or claimed against them or any of them arising out of or in relation to a community project, program or activity.
- h. That permission is automatically granted by the successful application for the Council to publish and promote its support of this application in Council's own publications and published materials.

We further understand that any variation from the above conditions will require negotiation with the Town of Walkerville.

Signature:  Date: 11/4/21
Name: Rebecca Copeland

Signature:  Date: 11/4/21
(To be signed by the parent/guardian if applicant is under 18 years of age)

Details of parent / guardian:

Name: Rebecca Copeland

Telephone: 

Mobile: _____

Please forward application to:

Manager, Community Development & Engagement
Community Fund
Town of Walkerville, PO Box 55, Walkerville SA 5081
Fax: 8269 7820
Email: cfund@walkerville.sa.gov.au



Supporting our communi

Evaluation Criteria	Ella Copeland
Not for profit community group	n/a
Organisation operating in Walkerville	n/a
Individual residing in the Town of Walkerville	yes
Benefit to the Community or Individual	yes
Program, project, activity or event can proceed without funding	yes
Funding received from other sources	n/a
The groups or individual has received funding from Council previously (last 5 years)	\$150 in 2018 & 2019
Quotes provided (if purchasing goods)	n/a

Meeting:	Council
Title:	Proposal to disband Waste Advisory Group
Responsible Manager:	Chief Executive Officer, Kiki Cristol
Author:	Chief Executive Officer, Kiki Cristol
Key Pillar:	Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation
Key Focus Area:	Financial Guiding Principle 4 – Robust and transparent allocation and prioritisation of resources
Type of Report:	Decision Required

Recommendation

That Council resolves to disband the Waste Advisory Group.

Summary

Administration is proposing to disband the Waste Advisory Group, primarily on the basis of unnecessarily committed Council resources and because of its lack of efficacy.

Background

At its ordinary Council meeting held on Monday 15 July 2019, Council resolved to establish an advisory group to be known as the Waste Advisory Group. The primary role of the Group is to provide advice to Council on:

- the direction and development of waste policy;
- key reforms to encourage the use of waste derived materials;
- key reforms to encourage the community to reduce waste to landfill;
- increasing food and green organics diversion from general waste.

Under its Terms of Reference the Group is required to meet on an as needs basis, with a minimum of four (4) meetings per calendar year. Membership of the Group, includes three (3) Elected Members and three (3) members of the Community. All members hold office until 1 November 2022. Committee members are not remunerated.

Discussion/Issues for Consideration

Since inception, the Group has met on only three occasions, namely 22 July 2020, 3 September 2020 and 2 December 2020.

Council is now faced with a number of competing and vital priorities. These include the Walkerville Oval Redevelopment, Hamilton Reserve Upgrade, Levi Park Upgrade, roll out of 3 hour parking restrictions

throughout Gilberton and Medindie, creation and installation of street / suburb signage and the rollout of the Planning Design Code to name but a few. These priorities are having a significant impact on the organisations resources. On this basis and to ensure that staff resources are prioritised in an effective and efficient manner, Administration is recommending that the Waste Advisory Group be disbanded.

Further, most of the initiatives emanating from the Group have been forwarded to East Waste for review and / or action, are educational in nature, while other project driven initiatives requiring finances have not met with support by the Elected Member body.

Options for Consideration

Option 1

That Council resolves to disband the Waste Advisory Group.

Option 2

That Council resolves to suspend the Waste Advisory Group until 1 November 2022.

Option 3

That Council receives and notes the report.

Analysis of Options

Council resources are stretched at the best of times. A number of high profile projects have been approved for implementation and are placing a strain on staff resources. Disbanding the advisory group is unlikely to have a detrimental impact as most of the initiatives have been referred to East Waste for action or are educational in nature.

Financial Implications

There are no known financial implications associated with this recommendation.

Community Implications

There are no known community implications associated with this recommendation.

Regional Implications

There are no known regional implications associated with this recommendation.

Governance Implications

Section 41 of the *Local Government Act 1999*, provides Council with the authority to create, disband or suspend a Committee of Council by way of Council resolution.

Preferred Option & Reasoning

Option 1 is the preferred option for reasons listed above.

Meeting:	Council
Title:	ERA Chairman & CEO – December 2020 Progress Report
Responsible Manager:	Chief Executive Officer, Kiki Cristol
Author:	Chief Executive Officer, Kiki Cristol
Key Focus Area:	Key Pillar 7 Leadership – A responsible and influential local government organisation
Key Focus Area:	Financial Guiding Principle 4 – Robust and transparent allocation and prioritisation of resources
Type of Report:	Information Only

Recommendation

That Council receives and notes the ERA Chairman & CEO December 2020 Progress Report and in so doing acknowledges that the report was received by Administration on Monday 12 April 2021.

Summary

At the 23 November 2016 meeting of ERA Mayors and CEOs it was decided that the host ERA member Council produce half yearly update / activity reports to replace the previous Annual Report.

In 2020, the City of Prospect become the host Council (as chairing of meetings is rotated annually and alphabetically).

The December 2020 ERA Chairman & CEO Progress Report was received by Administration on Monday 12 April 2021.

Background

The Eastern Region Alliance (ERA) is a group of six eastern Adelaide Councils that collaborate for the benefit of their local communities and the region as a whole. The member Councils are:

- City of Burnside
- City of Campbelltown
- City of Norwood Payneham & St Peters
- City of Prospect
- City of Unley
- Town of Walkerville.

ERA member Councils, under the strategic guidance of the ERA Mayors and CEOs Group, have worked together collaboratively on a wide range of initiatives, some inclusive of all ERA members, some targeted at the needs of a subgroup of members, and others in partnership with non-ERA

Councils.

The member Councils have been working towards improved cooperation, resource sharing, more effective working relationships and joint actions / projects to address strategic priorities between any two or more of the six Councils. The CEOs of the member Councils meet every two months to discuss issues of mutual interest while the Mayors and CEOs meet quarterly. Chairing of these meetings is rotated annually, alphabetically by Council name. During 2020, the City of Prospect assumed the role of host Council due to the redevelopment of Prospect's Civic Centre, whereby the City of Unley agreed to 'swap' their host obligations with Prospect. As such, the City of Unley was the host Council for 2019 and the City of Prospect assumed the role of host Council for 2020.

The Town of Walkerville is the host Council for 2021.

Attachment

Attachment A	ERA Chairman & CEO December 2020 Progress Report
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Chairman and CEO Report

January 2021

Host: City of Prospect

Introduction

To ensure that each ERA Council is kept informed on the progress of initiatives, update reports are to be presented to the member Councils. This report details activity for the period February to December 2020.

Activity

1. Ageing in Place Project / Co-Housing

Dr Damian Madigan provided information on the project at the September Mayors and CEOs meeting.

A public consultation submission in response to South Australia's new Planning and Design Code was submitted to the Department for Planning Transport and Infrastructure in February 2020. In 2019/20 a partnership investigating cohousing for ageing in place, focusing on new opportunities for existing housing brought together:

- The City of Unley
- The City of Burnside
- The Town of Walkerville
- The City of Prospect
- Office for Ageing Well
- South Australian State Planning Commission
- Department of Planning ,, Transport and Infrastructure
- University of South Australia School of Art, Architecture and Design

Principally funded by Office for Ageing Well under its 2019 Age Friendly SA Grants program, the project has received support funding from the State Planning Commission, via DPTI, and from each of the four Councils. The project is an extension of alternative infill and so-called 'missing middle' housing research undertaken by Dr Madigan (Senior Lecturer in Architecture at UniSA). Dr Madigan is the Chief Investigator for this project. Although the State Planning Commission, DPTI, Office for Ageing Well and UniSA are partners in this project, the 'Cohousing Project Group' that made the submission on the Draft Code were the City of Unley, City of Burnside, City of Prospect, the Town of Walkerville and Dr Madigan.

Work over the last few years on the project has been looking at the mapping and issues of buildings that are next to low scale suburbs. There has been difficulty in the past that the characters are too deep to have an infill policy on them, however houses are relatively predictable. Adelaide has a 5km inner metropolitan growth area through transit corridors and has a slow lineal growth. They are currently looking at taking the patterns of alterations and additions in suburbs and repurposing them to create contextually appropriate medium-density infill.

Achieving medium density:

- With housing diversity
- At a low scale
- With a compatible site coverage

- With contextual fit
- With enhanced character
- With the retention of the existing house and deep root soil zones
- With a degree of sharing
- Without subdivision or internal fencing
- Through a whole-of-site design approach

Cohousing for ageing well can be used as a model for anyone not just the ageing. A Codesign workshop was held with residents from each of the four Councils and they were given a set amount of land each and all of the items in a house (bedrooms etc) and were asked to prioritise what's important and what they would relinquish.

Following the September meeting, the ERA Chairperson wrote to the Minister for Planning and Local Government, the Planning Commission Chairperson and the GAROC Chairperson in support of changes to the Planning and Design Code to allow the responsible development of dwellings that will support affordable ageing in place for older South Australians and also GAROC if it would be interested in participating in the study.

The next steps on this project are to have discussions with the State Government to have the concept added to the new design code. Guidelines and policies will also need to be developed, led by Councils. The project is currently being progressed under City of Unley's leadership. Discussions have been held with the State Government and the options for the project and for funding are currently being explored.

2. CEO Delegations

The LGA has engaged Tannon Legal to review the delegations templates and they have removed a lot of the data and documentation from the template, and this makes the documentation very cryptic. The new delegations register template will rely on the officer understanding their own delegations and constantly needing to refer to the legislation instead of having the information in their delegations paperwork.

At their December meeting, the CEOs agreed that it would be worth using ERA funds to see if we can organise our own templates, however, it was acknowledged that the preference is to stay with the current system. The group will seek some advice on staying with the old system and whether we need to continue with that system or if we can adopt a new system and what our legal obligations are.

3. COVID-19

Throughout the year, the ERA Mayors and CEOs continued to discuss and share issues related to the COVID-19 pandemic. An enormous amount of work has been undertaken at a national level as well as at a local level. Many of the issues Councils faced included:

- Salary issues / EB negotiations
- Mental health
- Casual staff contracts
- COVID leave and annual leave
- Working from home – setup, equipment and logistics
- Changes to position descriptions
- Financial modelling and rework of budgets
- Reduction in revenue

- Rates revenue – hardship, penalties, deferment
- Staff vacancies
- What is deemed to be an essential service and how to ensure they continue e.g. watering of new trees, public toilets, rotating staff and waste collection
- Local businesses closing down, how can they be supported
- Innovative ideas by Councils including providing food vouchers to the community to assist community members and local businesses
- Social distancing indoors and outdoors
- Deep cleansing
- Virtual Council meetings and Council Members receiving electronic support to make sure the transition is smooth
- Closing of libraries and community spaces
- Lock downs and Councils supporting each other with shared resources
- Aged care and volunteer services
- What delegations need to be made to CEOs to close public spaces
- Infrastructure projects and potential funding opportunities
- Stimulus activity
- Changes to policies
- Managing expectations of staff, the community, Elected Members and the government
- Updates from the LGA Functional Support Group

The ERA Councils will keep a watching brief on this matter and continue to share information.

4. Domestic Violence Safe Phone

At their November meeting, the Mayors and CEOs Group discussed the Domestic Violence Safe Phone project and agreed that it is worthwhile, and that ERA Councils should collaborate. Walkerville Council will be used as a repository/collection agency to take used mobile phones that will get refreshed and given to people in need. Walkerville is also a white ribbon accredited organisation; White Ribbon Day was held in November.

Other CEOs will be collectively rolling out the project across their Councils and it will be badged as an ERA project. There is a free toolkit and handbook online via www.ourwatch.gov.au.

5. Economic Development

New ERA Economic Development Manager

The previous ERA Economic Development manager resigned mid-2019. Following a recruitment process in late November 2019, Hari Argiro was appointed to the 0.6 FTE role and commenced mid-January 2020.

In the initial few weeks, Hari individually met with relevant Economic Development Staff within the ERA Councils, as well as other key stakeholders, including the State Government, industry groups other Local Government bodies.

Meeting structures changed and new meeting protocols were established to encourage sharing of ideas, and to showcase what each Council is doing.

Cluster Analysis

A region wide cluster mapping exercise was undertaken by the previous ERA Economic Development Manager. The next step was to investigate and identify the businesses within the identified priority sectors. Food manufacturing was identified as one such sector.

Food manufacturing businesses were identified through REMPLAN data and their names were sent to the individual ERA Councils to engage with these businesses and determine if there was any real opportunity to work for these businesses and therefore continue efforts in this space.

Unfortunately, it was decided that there was no tangible opportunity at an ERA level, however individual Councils could utilise the data and progress with engaging with their businesses if they want to proceed.

Paper on Government Response to Coronavirus

The ERA Economic Development Manager provided a detailed summary of the Coronavirus Stimulus response from both the Australian and State Governments, as well as a practical guide for business. This was distributed to the Economic Development Staff at the ERA Councils. Information provided included:

Australian Government Response:

1. Supporting Business Investment
2. Providing Cash Flow Assistance
3. Emergency Banking Measures
4. Temporary Statutory Relief for Financially Distressed Businesses
5. Wage Subsidies for Business to pay workers (Job Keeper Payment)
6. Commercial Tenancies
7. Useful Websites and Contacts

South Australian Government Response:

1. Construction/Infrastructure Package
2. Payroll and Land Tax Relief Package
3. Cash Business Grants
4. Useful South Australian Websites

No Longer Business as Usual – A Practical Guide for Business:

1. Cash Generation Strategies
2. Cash Preservation Strategies
3. Management Strategies

ERA Prospectus/Brochure

At its April meeting, the ERA CEO's Group agreed that the main purpose of the Prospectus was to promote the Eastern Adelaide Region and the Alliance, with the target audience being Ministers, Government, media and other interested parties.

Although some work had already been undertaken on the prospectus, the document was too lengthy and required significant rework and refocussing. This work was undertaken and presented to the ERA CEOs at its August meeting. The document has been finalised and will be made available via the ERA website.

ERA has been provided with the 'working' document, which will allow minor changes and amendments to be made to the document 'in-house'. This will mean the document will be current and relevant and have a longer shelf life

The copy of the final document is attached to this report.

Small Venue License

A short discussion paper was written by the ERA Economic Development Manager for the ERA CEOs Chair on extending the Small Venue Licence beyond the Adelaide CBD. A letter sent from the ERA Chairperson to the GAROC Chairperson to seek support for ERA's approach to the LGA to seek from the State Government, the extension of small venue licences beyond the Adelaide CBD, was received at an LGA GAROC meeting on 2 November 2020. At the meeting, the Committee agreed for the LGA Secretariat to work with ERA to progress a trial of small bar licencing within the ERA area.

The LGA Senior Policy Officer has been in contact and will work with the ERA Economic Development Manager on a brief to the Minister.

Australian Government Budget 2020 Summary

The ERA Economic Development Manager provided an overview of the Australian Federal Budget. The paper focussed on the benefits, impact and opportunities for ERA, its Councils and the local economy in general.

South Australian Government Budget 2020 Summary

The ERA Economic Development Manager provided an overview of the South Australian Government State Budget. The budget primarily focused on big infrastructure projects (all outside ERA) with some stimulus measures to help the state recover from the impact of coronavirus.

The paper highlighted changes to state taxes (payroll and land tax), the Local Government Infrastructure Partnership Program, Grants, schemes and other funding programs, and new Small Business support initiatives.

Strategic Directions and New ERA Projects

Covid required a reset and rethink of priorities and strategies going forward as the economic climate had drastically changed. Workshops with the Economic Development Managers and discussions with the ERA CEOs identified three key projects.

1. Office and Retail Vacancies in ERA

COVID-19 has led to a number of businesses closing down and therefore an increase to both office and retail vacancies. The vacancy rate is often an indicator of the health of the economy and monitoring and tackling the vacancy rate is important.

This project will deliver:

- On-going monitoring of vacancy rates across the region (an alternative to walking the streets).
- A Tenancy Mix analysis for mainstreets and key roads, including recommendations to influence and improve the tenancy mix. At the ERA CE's meeting on 10 December 2020, budget expenditure up to \$8,750 plus GST was approved for a retail specialist to undertake this piece of the project.

- A process for property owners to consider short term leasing – such as pop-ups (so new business can test their business model with reduced risk and financial exposure).
- or use for events so that space is activated, and not left vacant.
- A process for tenants with subleasing, change of use requirement, to be able to re-let space that is not being utilised as business has downsized due to COVID.

2. Understanding Visitor Accommodation in ERA

This project will explore and determine the current accommodation offer in ERA. The project will identify who they are and the extent of the offer.

The current occupancy rates of the various accommodation offer will be determined and if possible, determine the level of demand for local accommodation options.

The extent of the Airbnb offer throughout the region will also be considered as well as planning and policy issues for Councils.

This work will identify gaps and opportunities for ERA Councils to either attract new investors, or work with accommodation providers to improve the accommodation offering, promote the existing offer and visitor opportunities within the region.

3. Business Sentiment Survey

The primary purpose of the survey is to build our knowledge and understanding of the businesses in ERA, their choices, barriers to their growth and the business's plans. Information obtained may assist with decision making and identifying new opportunities and initiatives.

Questions in the survey will cover:

- Length of business operations
- Future prospect and decisions – relocation or closing?
- Own or lease premises
- Employment numbers
- Hours of operation
- Advantage and disadvantages of doing business in the area
- Barriers to growth
- Business capability (website, e-commerce, digital presence)
- Customers and markets (local, interstate or international)

The Economic Development Manager will work with each ERA Council on the base survey and each Council will have the opportunity to add a few customised questions. A survey for each Council will be developed in Survey Monkey. Each Council can then distribute the survey via their own channels, collate the data, and report on their findings.

6. eScooters

The Mayors and CEOs Group discussed eScooters at their November meeting and agreed that this is a large and complex project. This is a multi-million dollar proposition for ERA to bring it into the region. This matter will be added to the CEOs watching brief list.

7. GAROC Eastern Region

The GAROC regions have now been formalised and Adelaide Hills Council have been included as part of the GAROC Eastern Region. The ERA Mayors and CEOs Group will be discussing this matter in early 2021.

8. Mental Health Strategy – Possible Regional Approach

The City of Burnside will lead a regional approach to mental health and a report will be provided to the Mayors and CEOs Group in due course.

9. Planning Reform

The current 72 Development Plans will be replaced with the new Planning and Design Code. The e-Planning solution will support the new system and will replace the need for council only systems to process DPAs. The Code is being delivered in three phases:

1. Land Not Within A Council Area (outback areas) (mid-2019)
2. Regional Councils (late-2019)
3. Greater Adelaide Councils (mid-2020)

Through the LGA's lobbying, a six week consultation phase on the design code occurred and that included contributory items.

At their November meeting, the Mayors and CEOs Group discussed the developer initiated code amendments that will be allowed under the new code. The process will require developers to consult with Councils, but it will be the developer's submission that goes through to the department. There are concerns over the small amount of people that will make the decision on what that section will do. Any changes should come back through the Council or have Council make the submission.

A letter will be drafted by the City of Norwood Payneham and St Peters on behalf of ERA (and will be signed off by ERA) to GAROC and the Minister regarding the concerns about the planning and design code.

10. Public Transport

At the June Mayors and CEOs Group meeting, the group discussed the current public transport issue and the bus services that are proposed to be cut. The group agreed that the map that was provided initially was very clear, but the process was withdrawn during the COVID-19 pandemic and it is now very difficult to work out what services (bus stops/areas) are being cut. If the services are cut, alternatives will need to be offered, particularly for school children, the elderly and the vulnerable. Councils are concerned that there will be pressure that will be put on Council to increase localised bus services to feel the gap.

Following the meeting, the ERA Chairperson wrote to the Minister for Transport and Infrastructure to advise that ERA is aware of the concerns that have been expressed by members of the community about the changes to the bus routes and bus stops, particularly from the elderly, young families and disabled persons. ERA would like to see the current services, bus routes and bus stops maintained as the losses are not understood.

ERA Councils were encouraged to provide individual submissions to the Minister.

11. Regional Development Australia – Adelaide Metropolitan

At the October CEOs Group meeting, Karen Raffan, CEO of Regional Development Australia Adelaide Metropolitan, provided an update on what has been happening and also a copy of the Business Plan and the following was noted:

- RDA Adelaide Metropolitan is helping the RDAs with brand management and PR.
- There are three practical projects (communication regionally, transport corridors and regional blueprint).
- A quick reference document with facts and figures of what is happening regionally and issues that are currently being looked at has been developed.
- The last six months has been a good opportunity to work on the role of RDA Adelaide.
- They are in the process of re-establishing their Board and discussing the role they would like to play.
- Transport Corridors for SA – this project is being put back on the table and meetings will occur on what is possible.

The CEOs discussed where there are opportunities that we can connect across regions and Karen agreed that they would very much so like the opportunity to work with Councils to join the dots and bring projects together. Conversations from the ground up need to be fed up through to the State Government and Federal Government.

12. Resilient East

The annual report up to August 2020 for the Resilient East Project is attached to this report. An update on the activity from June to December 2020 is provided below from the Resilient East Project Coordinator, Bec Taylor, with further documents attached to this report for information.

Budget update

- Grant for Coordinator \$65,000 & WSUD communications package \$10,000
- Each council will be invoiced for the \$7,000 Resilient East contribution, ERA councils will be diverted from the total amount you contribute to ERA.
- Budget for this 2020/21 FY will total \$211,077 - breakdown \$147k Coordinator + support, \$20k WSUD communications and capacity building project, \$44k other projects

1. Supporting on-ground action

Desired Outcomes

Resilient East plays a key role in supporting the partner councils and the community to undertake on-ground action to achieve the following desired outcomes:

- Increase the success of grant applications for on-ground works by individual councils
- Increase regional green cover
- Increase WSUD implementation in infill development
- Enhance Kaurua involvement in planning, design and development of on-ground works
- Increase ongoing community action
- Enhance community resilience.

Complete

Street Tree Species Guideline

- Comprises 100+ trees commonly found in the region that are still being planted today

- Resilient East arborists have assessed for attributes that relate to climate impacts – including tolerance to severe weather events, drought tolerance, watering needs and pests
- It can be updated periodically and complements other research and scientific evidence or other existing lists
- Can be shared with EMs and will be put on the website

Grants

- Submitted and received Water Sustainability Grant funding for Coordinator (\$65,000 – this is not necessarily matched funding, and is on top of our existing individual Council contributions for Coordinator).
- Also received \$10,000 (which is matched) for a specific WSUD Communications and Capacity Building package. Work has started with the WSUD and Communications Working Groups to identify the target markets and purpose of these to start working early in the year.
- Coordinator provided letters of support for at least 5 Greener Neighbourhood Grant applications by partner councils
- Successful recipients:
 - Greener Neighbourhoods Grants: CTTG
 - Water Sustainability Grants: NPSP x 3, CTTG, Adelaide
 - Biodiverse Sustainable Urban Design Grants: Adelaide, Burnside

In progress

Supporting community action

- Red Cross Climate Ready Champions: Burnside will be offering a session of training in the new year. This increases residents' understanding and capacity to take action in their communities on being prepared for impacts of climate change
- We will also hold one more broadly which can be attended by anyone within Resilient East
- Investigation of household scale community climate resilience project with other Regional Climate Adaptation partners, LGA etc.
- Coordinator presented at the Climate Ready Schools annual presentation 12 Nov 2020 hosted by Green Adelaide Education

Climate ready assets and infrastructure

- Steering Group Chair – Simon Bradley presented to IPWEA on green infrastructure examples and policy throughout Resilient East (12 November)
- Investigating opportunities to manage trees as capital asset
- Resilient South has won a grant to set up processes to support incorporating climate risk into asset management plans – we will learn from this project

Upcoming

Scoping large scale regional projects

- Working groups to work with Green Adelaide, WSSA, Stormwater Management Authority and others to scope large scale projects, that could be grant applications for next year's round, including:
 - Large scale planting project
 - Large scale WSUD project for catchment scale benefits
- Will require funding proposals – aim to round back within 3 months

Kaurna engagement

- Green Adelaide and DEW

2. Strengthening Partnerships and Advocacy

Desired Outcomes

Resilient East plays a key role in strengthening partnerships and advocacy to achieve the following desired outcomes:

- Ensure region climate change issues and opportunities are represented in the regional plan and landscape plan (Green Adelaide)
- Enhance relationships with partners and stakeholders to deliver projects that benefit the region
- Engage with Kaurana to identify future opportunities.

Ongoing

Planning Reforms

- Letter to Planning Commission (and LGA) in response to 'What we have Heard' report
- Subsequent follow up meeting on 21st October with Michael Lennon (Chair Planning Commission), Allan Holmes (Planning Commissioner) and DIT staff, with Steering Group, proxies and planning staff from partner councils.
- Subsequent follow up meeting on Allan Holmes on 3 December at his request to further talk about the rolling out of the code and where issues are. Present: Bec Taylor and representatives from Unley, Adelaide and NPSP
- Submission into the second draft of Phase 3 currently being drafted, will include review by Steering Group and council planning teams

Natural Resource Committee Parliamentary Inquiry into urban green spaces

- Submission entered in July, including our letter to the Planning Commission as above, and also our Monetised Benefits of WSUD study
- Requested to speak to Commission on 12 November – present were Eleanor Walters, Kat Ryan, Ben Clark, Ben Seamark, Bec Taylor. Other groups asked to present to the committee included DEW and AILA
- Great achievement that we are seen as an important voice and have expertise, knowledge and want to work more effectively with government policy
- Top three points:
 1. Retaining existing greening is higher priority than finding space/planting new. Therefore, the mechanisms around removal/offsets need to work with that intent,
 2. Future proofing to replace for climate ready rather than 'like for like' – plan what we do well and raise minimum standards,
 3. Leadership of mapping to coordinate information to plan, track and manage collective efforts, and strategically increase the space for increasing urban greening.
- Submission and Hansard were sent around with summary of questions asked by inquiry on 27 November

Green Adelaide and developing regional Landscape Plan

- Green Adelaide have finalised their 2020/21 business plan
- Board meetings have been hosted by two Resilient East Councils (Adelaide and Unley) – this has greatly increased understanding and awareness of the relationship of councils with Green Adelaide, Resilient East, and the challenges we face around greening and natural resource management, especially as linked to climate changes
- Many Steering Group and Coordinator representatives were invited to a regional planning workshop for Green Adelaide. Some key things we advocated for:

- The role GA can play in facilitating and project managing projects that span multiple councils (such as the ongoing nature of the ‘creating more spaces for trees’ project)
- Long-term funding for projects that span more than the annual grant round (including Coordinators for Regional Climate Partnerships)

Water Sensitive SA

- Participate in our WSUD meetings, providing advice, support and linkages
- Will keep working on approaches to target the development and residential sector to improve WSUD and greening on private properties

In progress:

- SAPN ‘powerline friendly’ tree list - Councils advocating to not add more species to the regulated list – SAPN are asking Councils to remove trees that they had previously said were ok to plant
- SA Water - SA Water interested in engaging with Councils for mutually beneficial WSUD, Greening and pavement replacement outcomes around their water assets

Project – “Creating more spaces for trees”

- City of Adelaide & Resilient East Coordinator are hosting student three-month research officer
- Project Purpose: To increase understanding of current issues, opportunities and best practice relating to green infrastructure and underground services in the urban context (i.e. telecommunications, gas, NBN SAPN, SA Water)
- Project gaining much interest and is the start of a much bigger and broader project that will require further funding from a range of sources for a multi-year project

3. Communications and Capacity Building

Desired Outcomes

Resilient East plays a key role in supporting the partner councils and the community to undertake on-ground action to achieve the following desired outcomes:

- Regionally consistent approach to sharing climate change information with community
- Regular provision of information to community and stakeholders about what Resilient East is achieving and learning
- Increase capacity of council staff and Elected Members to embed climate change in all decisions and actions
- Increase capacity of community to understand and manage impacts of climate change
- Increase capacity of business to understand and mitigate climate risks
- Increase understanding of climate change transition costs and risks to our region

In progress:

Regional communications, media and capacity building strategy

- Work has begun on delivering a regional approach to communicating which has both an outward and inward focus
- This includes strategy, key messaging, plans and content creation
- Many website updates
- Set up LinkedIn

Development of resources

- A content calendar for councils to use has been developed and shared between partners, which links to relevant peak bodies, stories and key messages to use throughout the year

- A general factsheet about Resilient East is on our website for use
- Series of heat mapping fact sheets is almost completed and being tested with school aged children (then LiDAR factsheet will follow)
- Analysis of latest climate projections to start preparing internal capacity building for staff

Climate Risk

- Workshop with CEOs and executives held 22 October 2020, with Mark Siebentritt (Edge Consulting) and Donovan Burton (Climate Planning)
- Up to each council to decide if goes through with the Climate Risk Governance Assessment at \$8,500 each with central coordination provided by Resilient East Coordinator (\$11,000 if get under 3 councils participating)
- All further follow-up information including recordings provided back to all Steering Group to share with colleagues

Upcoming

- Further development of resources that can support internal capacity building
- Working with external partners on communications and capacity building projects and resources for vulnerable communities and business (i.e. LGA, Red Cross Australia, SACOSS, SES, ERA, Business SA, ERA Business, etc)
- Sharing of case studies and related stories for Council articles and EMs
- Sending out of e-news to community members and EMs

What would help

- Encouraged from top-down to encourage staff and community to sign up for Resilient East e-news or follow on Linked-In.

4. Measuring Success

Desired Outcomes

Resilient East plays a key role in supporting the partner councils and the community to measure success to achieve the following desired outcomes:

- Increase accountability as ability to measure and report success of Resilient East improves
- Develop an adaptive approach where learnings are shared to the benefit of future projects

Complete:

- LiDAR analysis of tree completed & distributed – see separate update attached.

Upcoming:

- Engage support to assist with developing a regional monitoring, evaluation and reporting plan to align with the communications plan, which includes green cover, canopy and tree planting, community monitoring, and local impact of tree-related performance in the Planning and Design Code
- Cost to come from annual Coordination budget boosted by grant
- Aim for next annual report to include impact statements on key themes of Greencover, WSUD, climate risks, community and staff impact
- Working with State Government and other Local Government partners on the regularity of heat mapping and LiDAR
- Will link MERI to existing metrics

What could help:

- Any good examples by partners or others that involves measuring or evaluating our impact on climate readiness

5. Governance

Desired Outcomes

- Ensure responsibilities in Sector Agreement are met
- Facilitate a cooperative approach across the Eastern Adelaide region
- Ensure projects are scoped for early financial commitment

Ongoing

Sector Agreement

- signed by Minister Speirs 27 July 2020 and updated on our website

Coordinator Position

- In October we did not have a Coordinator
- Full time position hired (Bec Taylor) between 2 Nov 2020 – 31 Oct 2021
- Grant received that will enable hiring of further support to assist with developing key outcomes including Monitoring, Evaluation and Reporting plan, and Communications and Capacity building plan
- Previous support has included temporary hiring of contractors to assist
- There have been positive discussions within Resilient East Partners to support and secure long-term funding for this position to see out the current Sector Agreement and provide continuity for Resilient East

Reporting

- Annual Report completed in August 2020
- This is the bi-annual CEOs report
- It is likely there will be several updates over the coming months on specific topics and pitching projects for funding, especially in relation to the next financial year round of grants

Working Group meetings

- WSUD Working Group – 8 July, 20 August, 3 November, 9 December
- Canopy and Heat Working Group – 23 July, 20 August, 24 October (+ 15 December) + Tree Species List
- Communications Working Group – 14 October, 1 December
- LiDAR cross-council project group – weekly meetings during July and August in lead up to report and online map being updated

Steering Group

- Meetings 2 September 2020, 28 October 2020, 9 December 2020
 - State Planning Commissioners + planners 21 October
 - Climate Risk + executives 22 October
- Outgoing Chair – Simon Bradley, City of Prospect
- Outgoing Deputy Chair – Jon Herd, City of Tea Tree Gully

13. Resource Sharing

This is a standing agenda item at CEO meetings, where progress on numerous collaborative initiatives between ERA Councils is shared. Some of these have included integration of the Walkerville and Campbelltown depots; investigation of shared IT functions between Campbelltown and Walkerville, and Unley and Adelaide; shared inspectorial services between Unley and Walkerville; and Prospect's investigation of depot options with Adelaide, Campbelltown and Port Adelaide Enfield (PAE).

The following resource sharing was noted for 2020:

- Walkerville shares a WHS officer with Campbelltown and they have started a conversation about opportunities for some HR/Admin gaps in the organisation, they have previously shared resources with Burnside and Unley.
- Unley previously assisted in HR and WHS with Prospect. Walkerville is also currently looking to introduce a traffic engineer to their engineering services department.
- The CEOs agreed that ERA Councils should be looking at options of resource sharing and cost sharing arrangements during the COVID-19 pandemic crisis. Some Councils are already sharing resources and procurement for capital works projects.

14. Statutes Amendment (Local Government) Review Bill 2020

At the June and July Mayors and CEOs Group meetings, the group discussed proposed amendments together with feedback from the LGA on the Statutes Amendment (Local Government) Review Bill. Feedback from the group was consolidated and provided in a letter to the Minister for Local Government as general feedback, noting that ERA Councils will be providing individual feedback to the Minister.

15. Subsidiary Updates

The ERA Mayors and CEOs agreed that they would like to receive regular presentations from the General Managers and/or Chairpersons of each subsidiary updating ERA on their activities and also as a forum to discuss any current issues. Subsidiary updates that occurred in 2020 are provided below.

Eastern Health Authority

At the March Mayors and CEOs Group meeting, Michael Livori, Chief Executive Officer, provided an update on the current issues and recent work that has been undertaken at EHA.

EHA was established in 1986 by the cities of Burnside, Campbelltown and Norwood Payneham St Peters. Prospect and Walkerville have been using services from EHA since 2002. EHA is considered the environmental health department for each Constituent Council.

EHA is a subsidiary formed under s43 of the *Local Government Act 1999* and EHA's Charter mirrors the requirements under Schedule 2. The Charter is reviewed every four years.

The structure of EHA starts with the Constituent Councils, then a Board of Management (there are two Members from each Council (at least one Elected Member) on the Board). Under the Board of Management there is an Audit Committee and a CEO Performance Review Committee.

The EHA Strategic Plan (Better Living Better Health 2020-2025) is collectively the Councils Strategic Plan with respect to public health.

The primary function of EHA is to provide environmental health services for the Constituent Councils and to assist Constituent Councils in fulfilling their statutory obligations under the relevant pieces of health legislation.

It was noted that Australia has one of the highest rates of Salmonella in developed countries. EHA is responsible for food safety audits, unannounced inspections, follow-up inspections, complaint and outbreak investigations, education, advice and enforcement. In the last financial year there were 1950 food safety inspections with 779 that required follow-up. There were 6882 non-compliances and of that only 1321 were classed as major.

COVID-19

The group discussed the issues currently associated with the COVID-19 pandemic and EHA's involvement in assisting Constituent Councils with the response.

There is a lot of confusion over what is deemed an essential service and what is non-essential. Interestingly, immunisation is not currently deemed as an essential service. EHA is looking into additional clinics for influenza, specific clinics for over 65s including pneumococcal vaccine and student absentees. EHA now has an online appointment booking system. There has been an overall increase in clients accessing EHA clinics and receiving vaccines of 38% in the last two years.

It is understood that CEO's and EHA itself can delegate to a person the power to issue a written notice to a member of the community who is not meeting a requirement for social distancing under the emergency legislation. EHA is participating in meetings of a workgroup created by the LGA driving incident response. A guidance toolkit is being developed for EHO's and Councils.

EHA's COVID-19 industry collaboration includes working with the SA Health School-based Immunisation Program Strategic Working Group, the SA Health Immunisation Unit, the Environmental Health Managers Forum (that meets weekly), LGFSG COVID-19 Operational Training Workshops for EHO's that are being held over the next few weeks, publications and information being circulated and consideration of a coordinated regional approach to social distancing monitoring including delegation of powers to other Council officers.

There is not a lot of clear information on Council's obligations. Local Government is not currently obligated to assist in the emergency response however, it is expected that Councils will assist where they can and where they have the resources to do so. For example, Councils can notify businesses in their area that they must be aware of the square meterage of their buildings and how many people can fit within them observing the restrictions of social distancing, but it's also not the Councils responsibility to ensure the businesses are compliant.

Notices on parks and playgrounds for social distancing are being issued through the media and social media. Councils can try to educate the community and be proactive in their messaging particularly in open space areas, but it is still up to individuals to exercise social distancing. EHA is communicating through their website, updates and posters are being provided to Constituent Council contacts and posters are currently being installed at the St Peters Complex.

EHA EHO's have undertaken initial inspections of food businesses to observe that non-essential services have been closed, essential services are applying the social distancing measures and the 1 person per 4 square meter rule and that no mass gatherings are taking place.

Essential service businesses also need to be providing hygiene products and frequent cleaning as well as ensuring that staff are self-isolating if they are unwell, have been in close contact of a care or have recently travelled. Food inspections of open businesses will proceed and as at 25 March, approximately 103 businesses are closed. Of the food businesses inspected 93% were observed to be compliant with social distancing measures.

In supported residential facilities entry is no longer permitted by proprietors and phone calls have been made to facilities regarding the social distancing measures. Licences may be extended with the view to conduct onsite audits once allowed/safe to visit the facilities and EHA is waiting on advice from the Department of Human Services on this matter.

Hand sanitisers are in shortage. Councils are trying to get recognition as an essential service so as to be able to get adequate supplies. Kiki advised that Walkerville Council has a good supplier, and she will provide their details to the other ERA Councils.

It was noted that many Councils are undertaking deep cleans of their areas and this is recommended particularly if there is a positive case of COVID-19 identified. Fumigation is not currently recommended but is encouraged if a Council feels this needs to occur.

EHA Review

A request for quotes for consultants to undertake the EHA review was put to Councils to approve the expenditure in the budget. All Councils have approved the review and EHA is now discussing a timeframe for the review in light of the COVID-19 challenges.

The review will look at existing data and assess and benchmark against other organisations. There are concerns that if the review is undertaken on current data and work during this time with the COVID-19 challenges, the review would be difficult and inaccurate with respect to the normal state of play.

Stable non-COVID-19 data likely won't be available until at least the end of the year. One option is to look at the data from last financial year pre COVID-19.

EHA staff are already heavily under pressure with COVID-19 but will consider alternate timing as a Board and come back to the Constituent Councils. The group agreed that the major focus at the moment for EHA needs to be working through the issues associated with COVID-19.

It was noted that Walkerville has engaged a consultant to undertake its own independent review of EHA's services. A report has been presented to the Walkerville Audit Committee and Council in confidence with a further report to go back to Council by May 2021.

East Waste

Rob Gregory, East Waste General Manager, provided an update at the September Mayors and CEOs Group meeting as follows:

- 2019/20 has been a financially strong year and there have been hard waste disposal savings (mattresses and disposal).
- East Waste has SA's largest and most in-depth kerbside audit.
- The value add for East Waste is that they are wanting to reduce waste and are in partnership and research with Fight Food Waste Cooperative Research Centre (FFW CRC).
- They are in receipt of SA's first fully electric waste collection vehicle.

- During COVID East Waste has still maintained 100% delivery of all services.
- They are continuing to ramp up their advocacy, have provided submissions to State and Federal Government and are a Member on APCO and WMRR working groups.
- The Business Plan was redeveloped around 5 years ago with the destination of East Waste being: the leading waste logistics company in Australia through the delivery of innovative collection and resource management services.
- In terms of the energy from waste facility sign up, there needs to be least 75 percent diversion at the kerbside otherwise the solid waste levy applies.
- The group found the Audit Report to be excellent (informative and able to assist in Council decision making processes) and the Councils are very happy with the direction of East Waste.
- Trashd have spoken with Rob and they are discussing trialling the fuel made from plastics in the East Waste trucks.
- East Waste is focussed on food waste behaviour and they will be examining this data. In-house behaviour needs to change: Sticker system, better bench bins. How we get our products is an issue (supermarkets should be providing produce in compostable bags).
- Electric trucks – the intention is to replace all trucks with the electric trucks, but the performance of the vehicles is not currently there. Either the batteries need to be smaller and lighter, or they need to be more powerful.
- In the year ahead, East Waste will focus on:
 - The Hard Waste Optimisation Trial with the City of Burnside – work with second-hand suppliers etc
 - Services Benchmark
 - Education Reviews
 - Cultural and Staff Satisfaction Survey
 - Compliant EDRMS
 - Upgrade of Operating System
 - Council Reporting Program

Highbury Landfill Authority

HLA will be providing a presentation to the ERA Mayors and CEOs Group at their March 2021 meeting.

16. Suicide Prevention Network

All ERA Councils are involved in the mental health space in all different capacities and to gain a better understanding of the Suicide Prevention Network Program, representatives from the Premier's Advocate for Suicide Prevention Office, Karen McColl and Tanya Malins, were invited to present at the June Mayors and CEOs meeting.

Karen and Tanya provided information on South Australia's whole of government place based approach to suicide prevention and postvention 'The Framework'.

The State Government is committed to tackling SA's suicide rates by appointing the Hon John Dawkins MLS to the role of Premier's Advocate for Suicide Prevention, establishing the Premier's Council on Suicide Prevention and the Whole of Governance Issues Group on Suicide Prevention and also by Expanding the state's Suicide Prevention Networks.

The SA Suicide Prevention Plan 2017-2021 is focused on three key areas:

- Making People a Priority – Connecting with People Suicide Mitigation Training
- Empowering Communities – Suicide Prevention Networks
- Translating Evidence into Practice – Development of Suicide Registry

South Australian Suicide Prevention Networks (SPN) are being set up around the state. SPN's are an integral part of the South Australian Suicide Prevention Plan 2017 -2021. The aim of the Plan is to have a Suicide Prevention Network in each of the Local Government Council regions and various Aboriginal and Torres Strait Islander Communities. There are currently 40 Networks established with work in progress for further development of new networks. Their Purpose:

- Drive stigma reduction
- Raise awareness of suicide prevention
- Start life-saving conversations in their communities
- Bring education and training to their community
- Link those bereaved by suicide to support

The following steps are involved for setting up a network:

- Engagement with Local Government Council
- Engaging the Community
- Registrations of Interest
- Working through the Process (Activity Workbook) – then call for nominations for a committee involving a Chair, Vice Chair, Treasurer, Secretary, Marketing and Media rep, Public Officer
- Incorporation
- Committee
- Seed Funding
- Ongoing Action Plans, Support and Evaluation Toolkit (provided to the Network at the start)
- Networks can work through the Evaluation Toolkit to review what worked well, what didn't, how many people have come on board and whether they have done a good job in the community.
- Office Bearers will receive the Connecting with People training and other training sessions are offered along the way.
- Network needs to meet at least bi-monthly.
- Smaller Councils could consider having a joint network with other Councils.

The National Communications Charter is a unified approach and promotes a common language in mental health, mental illness and suicide. Individuals and organisations can sign The Charter, demonstrating commitment to reducing stigmatising language and promoting help-seeking and help-offering behaviour, for further information: <https://lifeinmind.org.au/the-charter>

A body of work is underway in relation to what programs are being rolled out in schools. The Kids Helpline has also just released a new app called 'Niggle' and they also have a cartoon book. The Office of the Premier's Advocate for Suicide Prevention shares all of the resources available to schools.

ERA Councils are encouraged to think about setting up a network for their Council and possibly host a community forum to ask the community if they want to set up a network and see what type of a role the Council wants to take. Following the June meeting, the ERA Chairperson wrote to the Eastern Health Authority (EHA) regarding the EHA Public Health Plan to ensure suicide prevention has been included.

Each individual ERA Council is considering supporting the establishment of local suicide prevention networks.

17. Waste and Single Use Plastic – Proposed Sustainability Trial

The ERA CEOs at their September 2019 meeting received a presentation from Detmold and APCO on single use plastics and the effect on councils as well as a snapshot of what's in the market.

The Environment Ministers around Australia in April last year agreed on the Towards 2025 legislation:

- 100% of all Australia's packaging will be reusable, recyclable or compostable by 2025 or earlier.
- 70% of Australia's plastic packaging will be recycled or composted by 2025
- 30% average recycled content will be included across all packaging by 2025
- Problematic and unnecessary single use packaging will be phased out through design, innovation or introduction of alternatives

It is important as a priority to sort what is being purchased and what products are available. Recycling rates for PEC in SA is at 60%. Composting is very accessible in SA and sustainable precincts are currently focussed on eliminating plastics.

APCO is responsible for making sure the targets of the legislation are delivered. The issues for Local Government are single use plastics, kerbside bin content and where the waste ends up. With respect to waste collection (source separation – kerbside or other collection system or going into landfill), councils are looking at the kerbside systems and APCO is looking at a system that can be used around the country. Packaging companies and brand owners need to look at what can be collected kerbside and what can't.

APCO will be looking at Commonwealth funding that may be available and will work with packaging companies (compostable managing manufacturers). Collection infrastructure will need to be in place.

In relation to clean waste streams, this needs to be addressed at the manufacturing and consumer level. From a Local Government perspective, public education is key, and Councils will also need to work with APCO to determine what is required in terms of packaging and contamination reduction. Companies will need to create packaging that can go into kerbside collection – but this will not be ideal for every council area. The Australasian recycling label will need to be on all packaging and the public will need to be educated about this program.

Compostable food and packaging at events are ideal, but in the absence of that, reusable is desirable as it generates an income – waste to energy.

APCO and Detmold presented a further proposal at the October 2019 ERA CEOs meeting for a 12-month trial concept:

- The trial would work towards the 2025 packaging guidelines and completing them earlier.
- The outcome for the Councils will be reducing the amount of waste in their council areas.
- The trial would be unique being across multiple councils.
- A part-time project manager from each Council would need to be organised and each council represented on a working group.
- Detmold will provide a 0.6 FTE Coordinator and other options for funding for public waste separation and collection should be considered.
- APCO would assist with the design of the trial and seek external funding assistance (State and Federal level and possibly some specific companies, or green industries for example).
- The Government will assist in consumer messaging.
- Each Council would need to select one or two precincts and APCO will go through the retailers and work out 3 to 5 improvements with each.

- Consistent messaging, bins and labelling would be used across all councils and there will be a heavy focus on trialling metric collection.

Detmold met with East Waste and the CEO from Campbelltown City Council in April 2020. At the meeting they discussed the potential of working together, running multiple trials as well as education and changes to the system that will need to be run concurrently.

Over the following months, Detmold and East Waste put together a proposal for the trial and at the December 2020 ERA CEOs Group meeting, the CEOs agreed on the four locations for the trial in Campbelltown, Prospect, Unley and Walkerville and that the APCO/Detmold Sustainability Trial will be funded from the ERA budget.

18. Waste Plastic Alternative / Fuel from Plastic Waste

At their June meeting, the Mayors and CEOs Group received a presentation from representatives from Trashd who provide a 'whole of waste' solution, taking waste materials and turning them into compostable/recyclable plastic alternatives, low emissions fuel and precious metals.

Trashd can take:

- green/garden waste, coffee grinds and agricultural residue and convert it to compostable/recyclable plastic alternatives. The alternatives are no more expensive than plastic at scale. The alternative is compostable and breaks-down into organic matter in ambient conditions, so ideal for replacing single-use or short-life plastics.
- any type of plastic waste (including contaminated plastics, non-recyclable soft plastics and mixed plastics that don't have a use) with no need to separate or clean and convert it to low emissions fuel. The intention is to take the portion of mixed plastics that get sent to landfill. The fuel is no more expensive than diesel at scale and generates ultra-low emissions, very little smell and no black smoke. The fuel works in standard engines.
- electronic equipment, semiconductors and motherboards and convert them to precious metals. The process is no more expensive per gram than existing processes, it is four times faster and the recovery percentage of precious metals is higher.

All of the trials are currently being conducted overseas. Samples are sent overseas, converted and sent back. The intention is to build facilities initially in South Australia and Queensland. Trashd will be meeting soon with both NAMWA and East Waste.

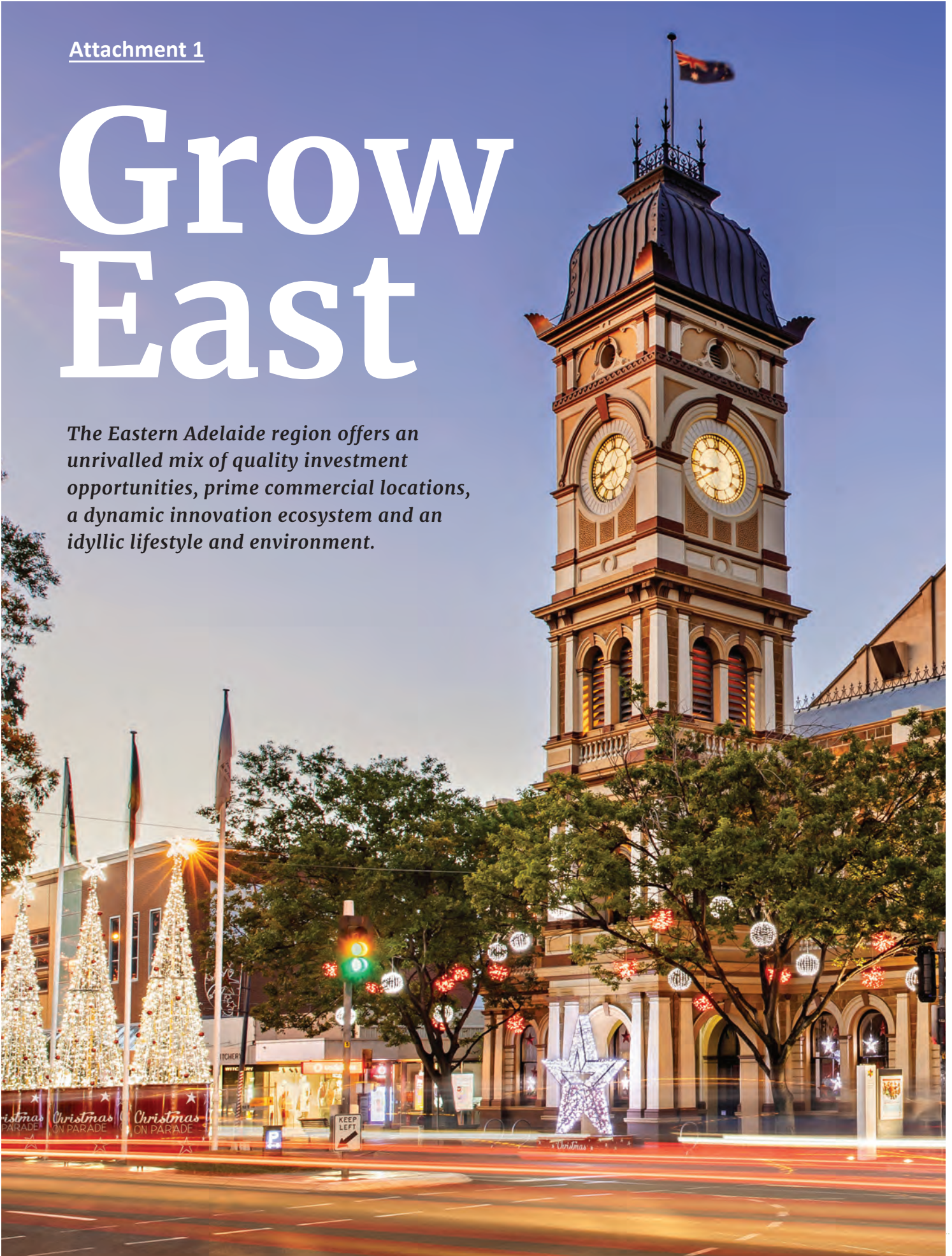
The group discussed the processes and the volume of waste that could potentially be used, waste that is not being taken and used currently. The group encouraged Trashd to speak with East Waste, NAWMA and possibly Adelaide Plastic Recyclables.

19. Website Upgrade and Review

The ERA website has been upgraded to a new format and the content of the website is being updated. Once updated, the website will be used more effectively as a promotional tool to raise awareness of who ERA is and what we do.

Grow East

The Eastern Adelaide region offers an unrivalled mix of quality investment opportunities, prime commercial locations, a dynamic innovation ecosystem and an idyllic lifestyle and environment.



NIDO

BAR | PASTA

melt

PHARMWORLD
Compounding Pharmacy

CIBO

Express
OWELL PLAZA

Welcome

The Eastern Adelaide region is the ideal place in which to live, work, visit and invest.

Eastern Adelaide region is positioned in close proximity to the Adelaide CBD – an international gateway to the Asia Pacific region.

The Eastern Adelaide region covers the Cities of Burnside, Campbelltown, Norwood Payneham & St Peters, Prospect, Unley and the Town of Walkerville.

These councils have formed the Eastern Region Alliance to collaborate for the benefit as a region as a whole.

The region is highly resilient and has a stable economy and government. It generally enjoys higher than average income levels, quality urban form and amenity, and good economic and social opportunity.

This is an area of great heritage and history, renowned for its pristine natural environments, vibrant cafe and restaurant scene, major shopping and fashion precincts and premium housing options.

There is easy access to services such as schools and health facilities, world-class wine, a university campus, as well as outstanding business amenities.

The significant infrastructure investment in our region and the scope of opportunities that continue to evolve is a positive sign of the prosperous future that is ahead.

Our Region

Where are we?

Adelaide is the capital city of South Australia and is the fifth largest Australian city.

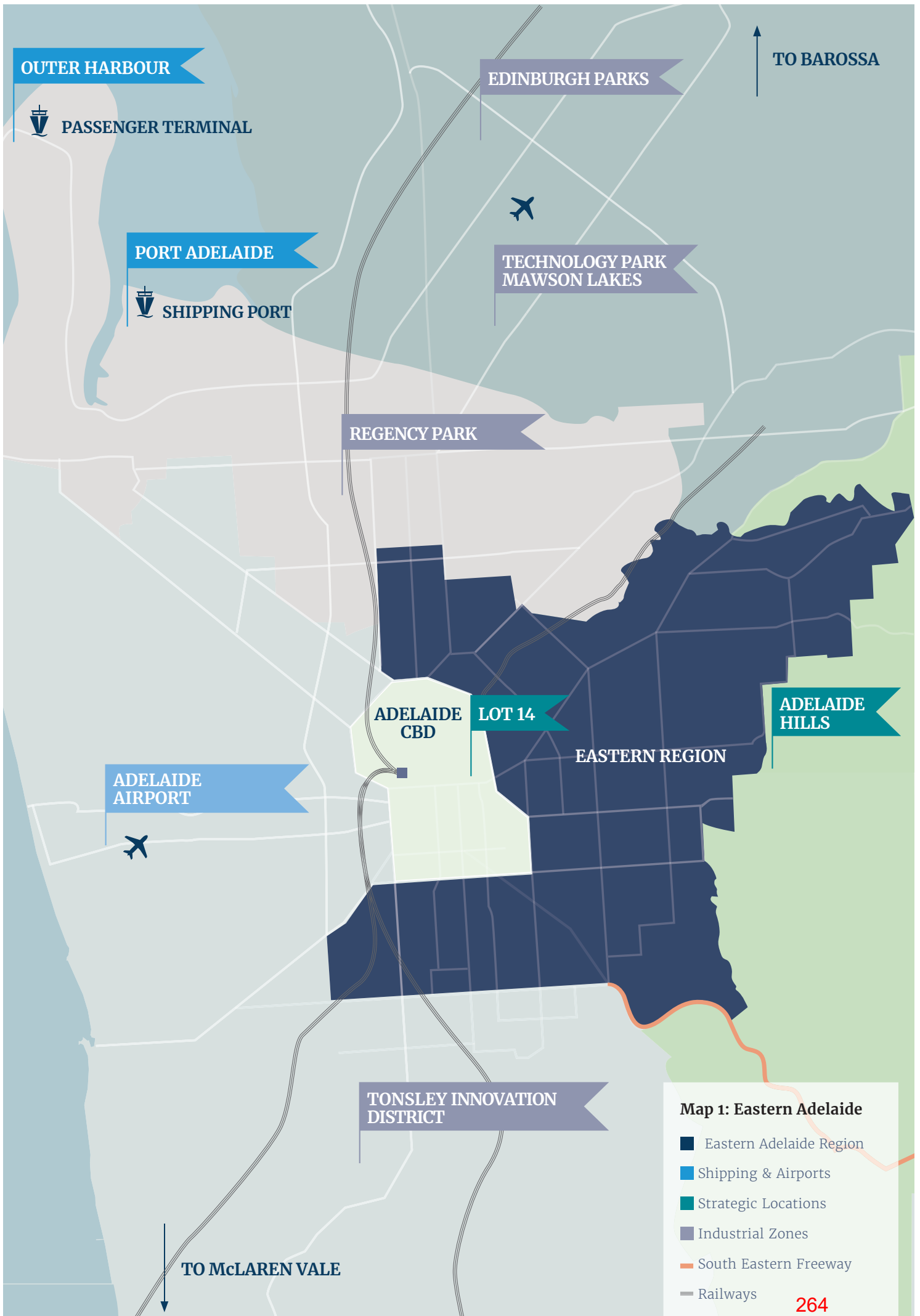
The Eastern Adelaide region is 9,256,230 hectares in size and is positioned immediately adjacent to the Adelaide CBD which can be easily accessed via bicycle, walking, public transport and car.

It also borders the Adelaide Hills wine region and is within close proximity to major innovation and technology clusters to the north and south of Adelaide.

The major airport and shipping ports are only 30 minutes away, as are the industrial parks and hubs located to the north, west and south of the region.

The region contains 'major' arterial transport networks including the main road and rail links to the Eastern Seaboard of Australia.

The Eastern Adelaide region is located to the east of the Adelaide CBD in South Australia.



OUTER HARBOUR

EDINBURGH PARKS

TO BAROSSA

PASSENGER TERMINAL

PORT ADELAIDE

TECHNOLOGY PARK
MAWSON LAKES

SHIPPING PORT

REGENCY PARK

ADELAIDE
CBD

LOT 14

ADELAIDE
HILLS

EASTERN REGION

ADELAIDE
AIRPORT

TONSLEY INNOVATION
DISTRICT

TO MCLAREN VALE

Hospitals and medical

Major private and specialist hospitals are located in the region:

- Burnside War Memorial Hospital (Burnside)
- Northern Eastern Community Hospital (Campbelltown)
- Sportsmed SA Hospital (Stepney)
- East Adelaide Health

Eastern Adelaide is in close proximity to public hospitals – Royal Adelaide and the Women’s and Children’s, and other private hospitals (Calvary, St Andrews, Parkwynd and Memorial Hospitals) located in the Adelaide CBD and inner North Adelaide.

The South Australian Health and Medical Research Institute (SAHMRI) is South Australia’s first independent flagship health and medical research institute, home to more than seven hundred medical researchers, working together to tackle the biggest health challenges in society today.

Education

The Eastern Adelaide region has easy access to six world-class universities and a number of vocational education training providers offering a variety of innovative courses and globally recognised qualifications.

The universities are:

- The University of Adelaide
- The University of South Australia
- Flinders University
- Torrens University Australia
- University College London
- Carnegie Mellon University

as well as a range of vocational education and training providers.

The Magill Campus of the University of South Australia is located within the Eastern Adelaide region and is strongly focused on Education, Arts and Social Sciences. The Magill campus features the SAMSUNG SMART School, an experimental, digitally connected learning environment that facilitates the use of digital technologies to support new innovative and creative approaches to teaching and learning.

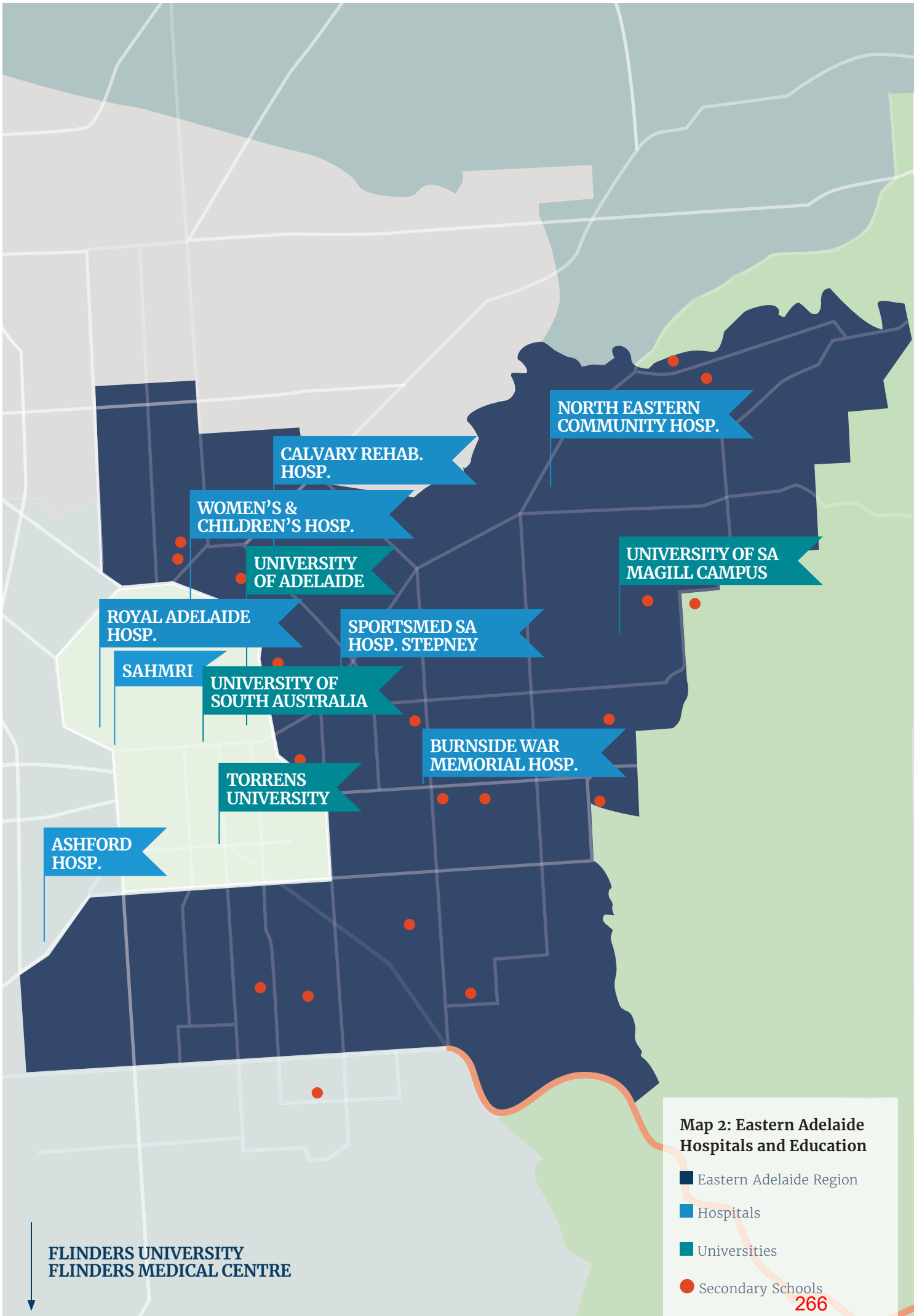
The Eastern Adelaide region has sixty schools (primary, secondary and combined) with a thriving international student body. Over half of the top 20 Adelaide secondary schools are within the Eastern Adelaide region

Twelve Eastern region secondary schools are ranked in the top 20 schools in Adelaide based on the 2019 academic results.

Fourteen schools in the region offer international Baccalaureate (IB) Programs.

Highgate Primary School is the only primary school in Adelaide to offer a French bilingual program to students.

Adelaide regularly achieves an excellent ranking as one of Australia’s most affordable cities to study and live.





Main Roads and mainstreets

The Eastern Adelaide region consists of a diverse and vibrant network of main roads connecting the region to the CBD, and northern and southern Adelaide.

The South Eastern Freeway is the main route to Victoria and the Eastern Seaboard. The major transport corridor connecting the north to the South Eastern Freeway is through Portrush Road, therefore bypassing the city.

Main North Road is the major north-south arterial route through the suburbs north of Adelaide and northern regional South Australia. The City Ring Route is a collection of major roads allowing easy travel and access around the outskirts of the Adelaide CBD.

There are many other arterial roads in Eastern Adelaide which are populated with commercial and retail activity, and offer quality and cost effective office accommodation. These roads provide easy access to the CBD and travel within the Eastern Adelaide region.

The region offers a wonderful array of shopping and dining experiences in its mainstreets, Unley Road, King William Road, Prospect Road, Magill Road, Walkerville Terrace and The Parade. They offer a vibrant mix of local, national and international businesses, as well as unique stores and specialty shops.

Burnside Village, the largest shopping centre in the region, is home to over 100 premium lifestyle and fashion stores, including many boutique Australian fashion labels.

Who are we?

Population & Cultural Diversity

Eastern Adelaide's population is more than 200,000 and has grown more than 4% over the last three years. It is forecast to grow by 12% over the next fifteen years though to 2031.

Its population is more culturally diverse (40% with both parents born overseas), educated (47.2% of residents held Bachelor degrees or above), affluent and digitally connected (84% have internet access from dwelling) compared with the population of South Australia as a whole.

Overall, 74.3% of the population speak English only, and 21.8% speak a non-English language, compared with 75.4% and 19.6% respectively for Greater Adelaide. A higher portion of residents also speak Italian, Mandarin and Greek (totalling 9.5%) when compared to Greater Adelaide (5.9%).

The dominant language spoken at home, other than English, in Eastern Adelaide area was Italian, with 4.2% of the population, or 12,269 people speaking this language at home.

Livability

Adelaide ranks in the top ten globally for its livability, according to the Global Livability Index (Economist Intelligence Unit).

Eastern Adelaide has pristine natural environments, premium business and home real estate, and easy access to services such as schools, a vibrant cafe and restaurant scene, as well as outstanding business amenities. It is an ideal place to live, work, visit and invest.

Natural Environment & Sporting Facilities

Eastern Adelaide is famous for its green leafy suburbs, natural environment, quality open spaces and parks, and major recreation and sporting facilities.

Relax in Eastern Adelaide's world-class beauty and natural environments:

- River Torrens Linear Park—a pedestrian and cycling corridor providing easy access to the CBD and the Coast
- Waterfall Gully
- Morialta & Blackhill Conservation Parks
- State Heritage listed Hazelwood Park
- Easy access to the Adelaide Hills and Cleland National Park
- Numerous smaller creeks and creek line trails.

Major recreation and sporting facilities in the region include:

- Prospect Oval (SANFL)
- Kensington Oval
- Unley Oval (SANFL)
- Norwood Oval (SANFL)
- The ARC Campbelltown
- Walkerville Oval
- Campbelltown Memorial Oval

Eastern Adelaide region at a glance



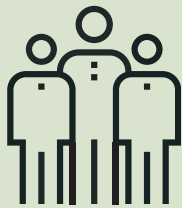
200,000+
population



Top 10 most
livable city



World class
technology,
advanced schools
and universities



Highly skilled and
culturally diverse
workforce



Connected digitally
and internationally



Ease of doing
business – low cost,
lifestyle,
infrastructure
and services



Creative and
innovation hotspot
central to jobs
of the future



More educated



Quality shopping
precincts



Connectivity

The National Broadband Network (nbn) has been fully implemented across Eastern Adelaide, delivering lower start-up costs for small businesses with the flexibility to do business where and when needed, to ensure global competitiveness.

The Prospect Innovation Precinct is wired with 250 metres of GigCity fibre. GigCity provides 10GBs secure access to key data centres and businesses to private connectivity across the network, featuring unlimited data and secure non-internet facing, point to point links.

Highly skilled and productive workforce

South Australia is embarking on a future built upon innovation and knowledge-intensive industries. Reaching this goal will require a highly skilled workforce, particularly in the fields of science, technology, engineering and mathematics (STEM) and the creative industries.

Eastern Adelaide has a well educated workforce outstripping the rest of South Australia. 34.4% of the workforce in the region hold degrees at Bachelor or above level, compared to the State at only 26.2%.

A further 12.7% of the workforce have attained diplomas and 20.3% have attained certificates through vocational education and training courses.

Our Economy

GDP and Output

The Eastern Adelaide region has Gross Regional Product of over \$11 billion, which represents around 10% of the South Australian economy. The Eastern Adelaide's Gross Regional Product is predicted to double by 2031.

Output in the region is estimated at almost \$20 billion, with three key industries contributing over 38% of total output – Construction; Rental, Hiring and Real Estate Services, and Professional, Scientific and Technical Services.

Employment and Productivity

The region employs over 80,000 people with three sectors contributing to 43% of the jobs:

- Health Care and Social Assistance
- Retail Trade, and
- Professional, Scientific and Technical Services

The same three sectors are the most productive in the region, contributing over 40% to the region's total value-add which is estimated at \$10,385.316 million.

Summary Findings

ABS 2019 Estimated Residential Population	203,792
ABS 2016 Census Place of Usual Residence Population	195,221
Land Area (ha)	9,256.230
Census Population Density (persons / ha)	21.091
Gross Regional Product (\$M)	\$11,293.970
Per Hectare Gross Regional Product (\$M)	\$1.220
Per Capita Gross Regional Product (\$K)	\$57.852
Per Worker Gross Regional Product (\$K)	\$139.856

DATA SOURCES

ABS 2016 Census Place of Work Employment (Scaled)

ABS 2016 / 2017 National Input Output Tables

ABS June 2019 Gross State Product

ABS 2016 Census of Population and Housing (Scaled)

ABS 2018 / 2019 Tourism Satellite Account

TRA 2015 Adelaide Regional Tourism Profile

Output

Total Output in the area is estimated at \$20,495.500 million.

The major contributors to output are:

Construction.....	\$3,042.885	14.8%
Rental, Hiring & Real Estate Services	\$2,672.416	13.0%
Professional, Scientific and Technical Services	\$2,129.313	10.4%
Other	\$12,650.886	61.7%

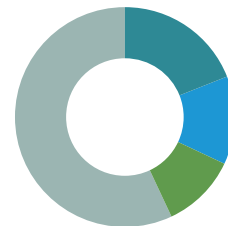


Employment

Total Employment in the area is estimated at 80,754 jobs.

The major contributors to employment are:

Health Care & Social Assistance	16,162	20.0%
Retail Trade	10,052	12.4%
Professional, Scientific and Technical Services	8,470	10.5%
Other	46,070	57.0%

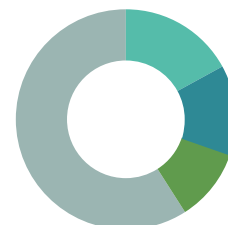


Value Added

Total Value-added in the area is estimated at \$10,385.316 million.

The major contributors to value-added are

Rental, Hiring & Real Estate Services	\$1,803.954	17.4%
Health Care & Social Assistance	\$1,331.503	12.8%
Professional, Scientific and Technical Services	\$1,054.309	10.2%
Other	\$6,195.550	59.7%





Excellence in exports

The Eastern Adelaide region is the state leader in the export of Professional, Scientific and Technical Services valued at \$4.8 billion and has more than three quarters of this market. The industry employs more than 30,000 in the region. Health and Community Services and Finance and Insurance exports also perform strongly for the region and are major growth opportunities.

Eastern Adelaide has a specialist Export Services Incubator Program to assist businesses in developing and launching high-growth potential services for global markets. It also has dedicated business advisory services and co-working hubs for small businesses including in the arts and creative areas.

Creativity and Innovation

The importance of the Creative Industries sector in Eastern Adelaide is reflected in the concentration of businesses in Kent Town and Norwood, and the Adelaide Central School of Arts, the studios of the South Australian Film Corporation located in Glenside.

There are nearly 500 specialised information, media, telecommunications, arts and recreation businesses in Eastern Adelaide with the majority being small businesses.

The Visitor Economy

Each year, the region welcomes over half a million visitors in addition to the 2.5 million visitors to the broader Adelaide area. Visitors spend over \$200 million in the region annually. Each year the Tour Down Under and Fringe events are held throughout the region.

Eastern Adelaide also offers authentic food trails and markets, and cellar door experiences:

- Flavours of Campbelltown Food Trail
- Food Secrets of Glynde & Stepney
- Explore Prospect Food & Art Trail
- Adelaide's Farmers' Markets, Wayville Showground
- Eastside Wine & Ale Trail
- Thorndon Park Moonlight Markets

Our Businesses

Eastern Adelaide has a diverse and growing industry profile with almost 27,000 businesses. The region is dominated by small businesses that are central to the region's thriving economy; 30% of businesses employ staff, with a majority (almost 93%) of those employing businesses employing less than twenty workers.

Property and Business Services, Professional, Scientific and Technical, Finance and Insurance, Construction and Health Care and Social Assistance make up two thirds of the region's businesses. The fastest growing sectors, forming the basis of an emerging tourism and creative economy, are Cultural and Recreation Services, Accommodation, Cafes and Restaurants.

South Australia has a well-established reputation of producing some of the finest food, wine and beer in the world. Eastern Adelaide is home to almost two hundred boutique and family-owned food and beverage manufacturers which produce and export world-class produce to local and national markets.

Support for business

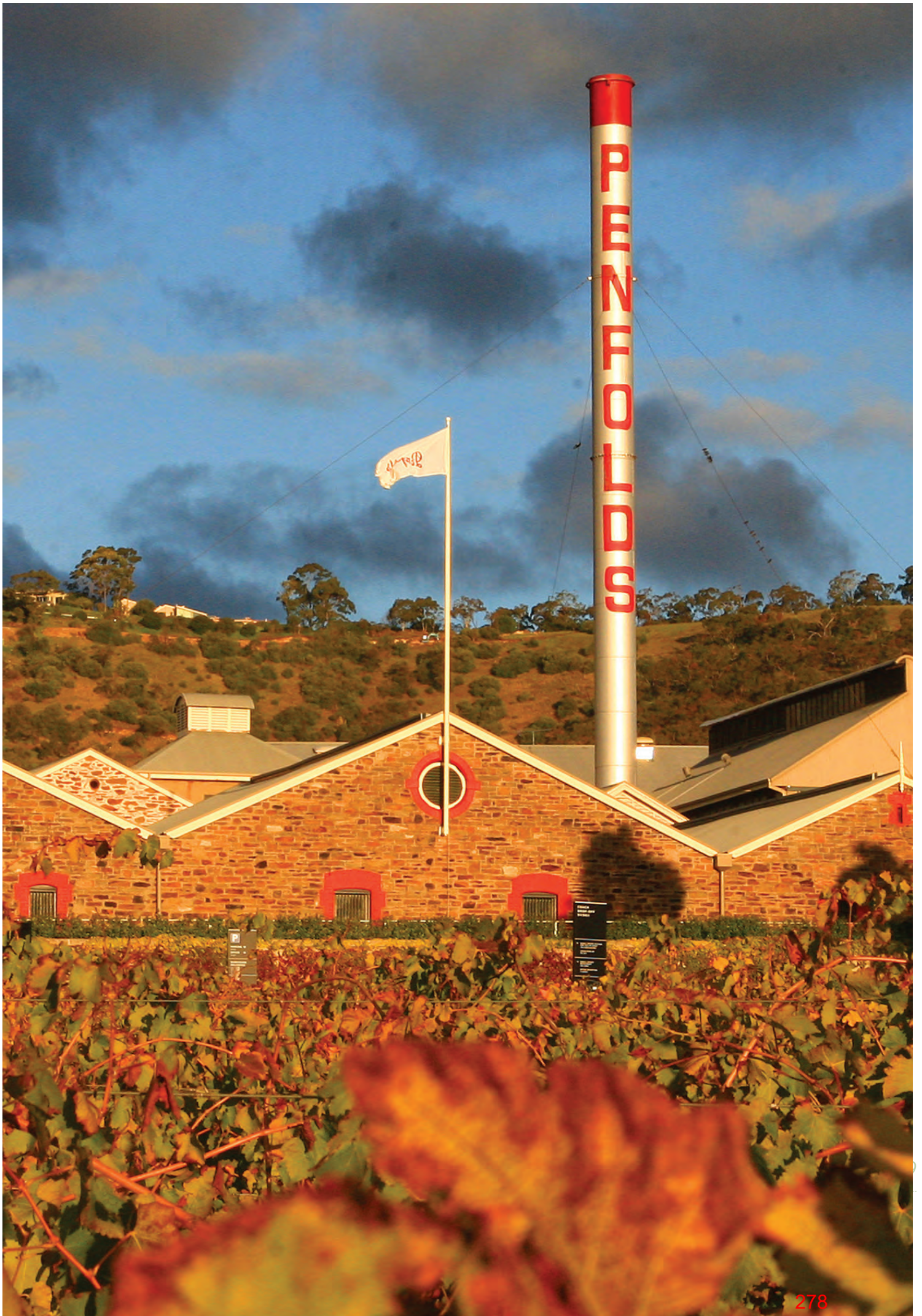
Small businesses are the backbone of the Eastern Adelaide economy and a range of services are available to support businesses throughout their development phases (start-up, growth and export). The region provides business support and events either directly or through third party providers.

Across Eastern Adelaide, there is a variety of regular networking and start-up events that create opportunities for business owners to collaborate and share ideas:

- Propel SA networking events
- Campbelltown Youth Entrepreneur Partnership (YEP)
- Unley Business Breakfast Program
- Network Prospect Business Events and Programs
- Eastside Business Awards
- Raising the Bar Adelaide
- Teaching for Tomorrow (University of SA)
- Match Studio (University of SA)

Co-working spaces and incubators are located throughout the region

- Little City Studio (Prospect & Unley)
- Cog Creative Space
- The Business Hub (Prospect & St Agnes)
- Business SA
- GO Rd Co (Parkside)



Our Alliance

The Eastern Region Alliance (ERA) is a group of six eastern Adelaide Councils that collaborate for the benefit of their local communities and the region as a whole. The Alliance consists of the Cities of Burnside, Campbelltown, Norwood Payneham & St Peters, Prospect, Unley and the Town of Walkerville.

Since signing a Memorandum of Understanding in 2008 (updated in 2017), the ERA Councils have worked together collaboratively on a wide range of initiatives, some inclusive of all ERA Councils, and others in partnership with non-ERA Councils.



Priorities have encompassed long-term future planning (e.g. water initiatives and economic development), efficiencies and cost savings (e.g. East Waste, Eastern Health Adelaide) and positioning the Eastern Adelaide region more strongly with the State and Commonwealth Government.

One of ERA's greatest strengths is the collaborative nature which allows for ideas and initiatives to be raised and actioned quickly.

The Councils in the Eastern Region Alliance has a proven track record of enabling and delivering significant projects.

Resilient East – ERA partnered with the South Australian State Government to form a regional approach to climate change. This has included the completion of heat mapping and vegetation health aerial surveys, increased community awareness of changes in our climate, and reporting on current adaptation status for the region.

Connected Cities – The Eastern region has developed a low-power wide area wireless network (LoRaWAN) in partnership with the University of Adelaide. This sensor network covers over 35% of the metropolitan area and offers innovative opportunities for a vast range of Smart City applications.

Our Vision

Adelaide's Eastern Metropolitan Councils working together to better serve their communities.

Our Mission

To secure a sustainable lifestyle, excellent services and facilities for our communities and to advance the interests of Adelaide's Eastern Metropolitan Region.

Our Goals

Since 2017, the six ERA Councils have been working towards improved co-operation, resource sharing, more effective working relationships and joint actions to agree and address strategic priorities between any two or more of the six councils.

With the goal of securing a sustainable lifestyle, excellent services and facilities for its constituent communities, ERA aims to:

- Improve cooperation, collaboration, and coordination across the ERA councils.
- Establish a robust operational framework to deliver effective and efficient services.
- Be successful in attracting State and Federal Government funding for regional initiatives.
- Increase awareness, and the influence, of ERA within the three spheres of government.

ERA's goals for 2020-2024 are:

Governance Framework

A governance framework remains appropriate and effective for the achievement of ERA's objectives.

Influence

ERA Councils will have a 'place at the table' with the Local Government Association, State and Commonwealth Government in policy formation that affects the Eastern Adelaide region.

Regional Services and Programs

Regional service delivery Programs will be managed by the ERA Councils, delivering cost-effective services within an accountable governance framework

Engagement

Elected Members, Council staff and our Communities will recognise ERA for the quality and cost-effectiveness of shared services for Local Government and its region.



We look forward to strengthening our existing relationships and building new partnerships with Government, our communities, businesses and investors as we strive to deliver the best positive outcomes for our region.

Contact us:

City of Burnside

08 8366 4200

City of Campbelltown

08 8366 9222

City of Norwood Payneham & St Peters

08 8366 4555

City of Prospect

08 8269 5355

City of Unley

08 8372 5111

Town of Walkerville

08 8342 7100

Visit us: www.era.sa.gov.au



RESILIENT EAST

*Climate Ready
Eastern Adelaide*

2019/20

ANNUAL REPORT



Resilient East is a regional climate initiative between state and local government organisations in eastern Adelaide. It is about making sure the eastern region remains a vibrant, desirable and productive place to live, work and visit, and that our businesses, communities and environments can respond positively to the challenges and opportunities presented by a changing climate.

This partnership includes Campbelltown City Council, the Cities of Adelaide, Burnside, Norwood Payneham and St Peters, Prospect, Tea Tree Gully, Unley, the Town of Walkerville and the Government of South Australia.

Resilient East regularly works with agencies and organisations from all levels of government, NGOs, community groups, individuals and the private sector.

ACKNOWLEDGEMENT OF COUNTRY

Resilient East councils are located on the Adelaide Plains, the traditional lands for the Kurna people. We acknowledge this land as the traditional lands for the Kurna people and we respect their spiritual relationship with their country. We also acknowledge the Kurna people as the custodians of the Adelaide region and their cultural and heritage beliefs are still as important to the living Kurna people today. We also pay respects to the cultural authority of Aboriginal people visiting from other areas of South Australia and Australia.

Visit resilienteast.com for more information.

This report was prepared by Resilient East.

Created: 20 August 2020

Contact us:

hello@resilienteast.com

1. Executive Summary

Resilient East is a group of eight councils and the Government of South Australia working together in preparing for climate change in eastern Adelaide. We have recently renewed a commitment in working together through to 2025. This annual report summarises 2019/20 key achievements and provides an overview of the priorities for the next financial year.

The climate in eastern Adelaide has already experienced the impacts of climate change, with more intense storms, flooding, heatwaves and bushfires. As the climate continues to change, our region faces serious risks that will become increasingly difficult to manage. Community expectations for action on climate change risks, heightened by the widespread Australian summer 2020 bushfires, are also increasing.

Resilient East focuses on adapting to the already locked-in climatic changes to build resilience, reduce impacts and create a prosperous future for the region. Like the COVID-19 pandemic, responding to climate change requires coordinated effort by everyone, innovative thinking and immediate and long-term actions.

In 2019/20, our focus was across five key priorities:

1. Align planting programs to meet the pathway for increased canopy cover on public land.
2. Incorporate Water Sensitive Urban Design in all relevant projects where possible.
3. Increase community awareness and education regarding climate hazards.
4. Manage legal and financial risks of climate change.
5. Continue to engage on State Government Planning and Landscape Reforms with the Local Government Association SA and the Government of South Australia.

The year saw a range of research, collaboration, trialling, community projects and outreach that have continued to optimise understanding, future investments and prioritise work for future years. More detail is in the body of this report, though highlights include:

- Completion of a study looking at the **monetised benefits of water sensitive urban design (WSUD)** for five Resilient East on-ground projects.
- Participation in the **Australian Red Cross Climate Ready Champions** program, expanding our understanding of community needs.
- **WSUD for a Resilient East report**, demonstrating the breadth and diversity of WSUD use, effectiveness and knowledge within our region.
- **A research project** on the risk to productivity for councils during days of extreme heat.
- Organising a **Cool Infrastructure Forum** for staff, and subsequent trials of cool road products in City of Adelaide and Campbelltown City Council.
- Analysis of **canopy LIDAR data**, to improve data of current canopy percentages and provide a benchmark to work with for potential analysis.
- Multiple submissions, advocacy and engagement on State Government's **planning reform**, most specifically on the draft Phase 3 of the **Planning and Design Code**.
- **Renewal** of our Sector Agreement for another five years.
- Developing the draft **action plan to 2025**.
- **Fostering stronger partnerships, working collaboratively, storytelling and sharing learnings** within councils, across councils and with governments, external organisations and communities.

Outputs were reduced due to an extended vacancy of the Project Coordinator role and the COVID-19 pandemic, both causing project implementation delays.

Through our achievements to date and the continuing collaboration of Resilient East partners on climate adaptation, councils are well placed to demonstrate how they are addressing the physical and transitional risks associated with climate change. The challenging year of 2019/20 has further solidified the value of collaboration and the importance to adapt regionally.

2. Background

Resilient East is a partnership between Campbelltown City Council, the Cities of Adelaide, Burnside, Norwood Payneham & St Peters, Prospect, Tea Tree Gully, Unley, the Town of Walkerville and the Government of South Australia.

Resilient East holds a strong relationship with the Eastern Regional Alliance (ERA), with six partner councils holding ERA membership (excludes the Cities of Adelaide and Tea Tree Gully).

Our shared goal is to improve the resilience of our communities, assets and infrastructure, local economies and natural environment so they can cope with the impacts and challenges of climate change.

Key Strengths of Resilient East include:

- Learning and upskilling in best practice to support and facilitate improved on-ground action,
- Forming partnerships for better outcomes, including data collection, attracting funding and building community resilience,
- Adopting what works well elsewhere,
- Advocating as a region for our agreed principles, and
- Work strategically across the region and between council programs, to address challenges and opportunities to manage climate risks.

Resilient East came together in 2013 under the State Government's Prospering in a Changing Climate initiative, and it is one of eleven Regional Climate Partnerships across South Australia. A Regional Climate Change Adaptation Plan (the Plan) was developed as Resilient East's first project and was endorsed in mid-2016. The Plan was supported through a partnership Climate Change Sector Agreement (2017) with the South Australian Government. The Sector Agreement has recently been renewed (July 2020) for five years.

The Project Coordinator role is currently hosted by the City of Unley on behalf of the participating councils, and the City of Burnside manages associated finances.

Steering Group

The Resilient East Steering Group includes membership from each partner and oversees the implementation of the Plan. The Steering Group reports progress twice yearly to the partner Chief Executive Officers and annually to the Minister for Environment and Water. Representatives from the Department for Environment and Water (DEW) and Green Adelaide are members of the Steering Group, assisting in providing strategic advice and input.

Working Groups

The Resilient East Working Groups work on different priorities and projects within our action plan, comprising membership from partners and stakeholders who have relative expertise for the topic. There are currently three Working Groups:

- Canopy and Heat Working Group.
- WSUD Working Group.
- Communications Working Group.

Representatives of the Working Groups are useful in maintaining up to date information for grants, shifting priorities and ensuring that we are working collaboratively across governments to ensure the region is climate ready.

2020 – A Challenging Year

Priorities and actions this financial year have experienced several disruptions, including resourcing issues (i.e. a gap in the position of Project Coordinator for four months), and unexpected disruption due to COVID-19 restrictions and subsequent impacts. As a response to COVID-19, Resilient East partners successfully transitioned to an online working approach, which subsequently resulted in a stronger collaboration with the South Australian Climate Adaptation Practitioners Network. Despite setbacks, Resilient East had been able to deliver key governance priorities, such as renewal of the Sector Agreement and development of a four-year Action Plan.



Felixstow Reserve – a new wetlands system in Grey St, City of Norwood Payneham & St Peters (2019)

3. Outcomes

Guided by the [Resilient East Climate Change Adaptation Plan \(2016\)](#) and building on the foundational work from previous years, the Steering Group focussed on five priority areas in the 2019/2020 work plan. Each priority action was undertaken as a collaborative task through the Working Groups.

3.1. GREENING AND COOLING

Align annual planting programs to meet the pathway for increased canopy cover on public land

The Canopy and Heat Working Group led implementation of actions that delivered on our agreed **Canopy Mission and Strategies** and the ongoing work associated with urban heat and heat mapping. These strategies consider the targets in the State Government 30-Year Plan for Greater Adelaide (updated 2017) to increase canopy and green cover by 20% by 2045, compared to the 2013 baseline data levels.¹

LIDAR Analysis of Tree Canopy and Stormwater from LIDAR Data

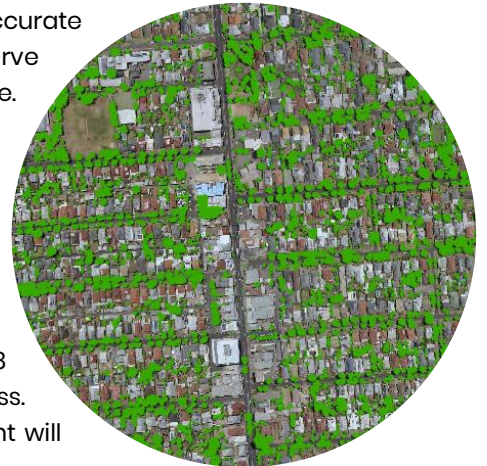
Resilient East is part of an Adelaide metro region LIDAR data analysis project using 2018 and 2019 flyover data. Each council contributed a small amount of funds (\$1,563 each) with State Government contributing \$15,000. Resilient East will contribute under \$1,000 in the 2020/21 year to complete this analysis.

Each council has received data and spatial mapping that will help to:

- strategically plan canopy cover management,
- extract trees above a certain height from the data and assess vegetation risk to power lines and other utility infrastructure, with potential links to fire management,
- undertake stormwater management and flood modelling, and
- inform strategic and land-use planning and development for urban cooling.

Not only will this data create a new baseline for Adelaide, it will enable accurate tracking into the future by repeating the same data capture to observe how canopy changes between private and public realm over time. Outputs are already being used to inform policy and an external communications campaign is planned to correspond with the public release of this data on DEW's Urban Heat Mapping Viewer by October 2020. This allows the ability to compare and overlay this data with the existing heat mapping layers.

The former Department of Planning Infrastructure and Transport (DPTI²) compared a LIDAR capture of Campbelltown City Council in 2018 to 2020 to understand how urban infill has impacted the rate of tree loss. This will help determine the frequency at which the State Government will continue to capture LIDAR data and changes to tree canopy overtime.



¹ The baseline for this Plan was developed through a national i-Tree Canopy benchmarking report by the Institute of Sustainable Futures of the UTS (2014).

² At time of writing the Department of Planning, Transport and Infrastructure (DPTI) has split, however for consistency with the financial year it is referred to as its former name.

Cooler Infrastructure Forum

Innovations in heat reflective products are being used around the world to cool urban environments, especially where trees and other cooling strategies might not be possible. In August 2019, Resilient East council infrastructure staff attended a workshop and tour of a cool street trial at Mawson Lakes. This included presentations on a wide range of case studies from across the region, with expert guest speakers from the City of Salisbury, City of Charles Sturt, and Adelaide Airport presenting on their cooler tarmac work. Follow up actions have included ongoing sharing of technical information, knowledge and experience, as well as collaborating across organisations.

Cool Road Trials in Resilient East

The City of Adelaide and Campbelltown City Council both laid cool road surfaces on one street in their area in early 2020.

The [Cool Road Project](#) in Adelaide was led by Climate-KIC in partnership with the State Government. This project tests three cool road surface products on Bowen St West, monitoring their effects on reducing surface and ambient air temperature. The results will be shared in August 2020.

Campbelltown undertook a trial in Hectorville on a small street with a limited number of street trees for an alternative cooling strategy. Council will monitor this over the summer to obtain temperature data.

Strategic Council Tree Planting

While councils are at different stages of implementing various tree and urban forest strategies, Resilient East works to support each in the development of policies, frameworks, and improved data collection to ensure we all work towards a common goal. The benefit of the LIDAR analysis is that councils now have a more accurate estimate of tree canopy to use as a 2018/19 baseline; repeat data collections (along with targeted heat mapping) will be able to show direct comparisons of where trees have increased or decreased, and the effect this has on cooling.

The i-Tree canopy statistical methodologies used to determine canopy cover demonstrate that to meet 2045 canopy targets, further work is required to support the increase of trees on private land. Initial observation of current LIDAR canopy mapping data shows a similar trend and message.

Two examples of new and updated tree strategies and targets:

[Town of Walkerville: Urban Forestry Strategy](#) (July 2019) created their first tree strategy. Analysis of canopy cover shows that to achieve targets, Walkerville would need to increase canopy by the equivalent of 9.5 Adelaide Ovals – of which only 2.6 Adelaide Ovals are available for potential planting on public land. Walkerville has set a target of a 1% annual rise of canopy cover.

[City of Unley: Tree Strategy and Action Plan 2020-2024](#) (May 2020) sets a long-term vision for the Council and community to keep Unley leafy for future generations. Unley has a target to increase canopy by 20% by 2045, which is equivalent to that of about 14,000 trees.



Street Tree Species Review

Street trees face all sorts of pressures – from increasing underground services, soil compaction, access to water, reaching end of life, pests, and impacts of climate change, in particular extreme heat and decline in rainfall. The conditions councils create for trees now is even more important for reaching the canopy targets desired. To support decision making and considering climate impacts, Resilient East arborists have reviewed approximately 140 street tree species currently used, or that could be used, in the eastern region.

A Decision Support Framework has been prepared to assist in selecting suitable species for a given location, considering resilience, form, water availability, and drought and disease resilience. This is currently being peer-reviewed in line with SA Power Networks new street tree rules and will be accompanied by a short guidebook. The intent is that this will be a living document for our region's arborists.



3.2. WATER MANAGEMENT

Incorporating Water Sensitive Urban Design in all relevant projects

The WSUD Working Group led the implementation of actions to deliver on our agreed **WSUD Mission Statement and Strategies**.

WSUD for a Resilient East Report (2020)

This report captures the extent and performance of WSUD in the Resilient East region. There are over 1,000 working examples of WSUD across Resilient East, some of which are explored further in this report.

Large-scale schemes are producing thousands of megalitres of fit-for-purpose water to maintain local parks and reserves. There are approximately 12 Managed Aquifer Recharge (MAR) schemes plus ERA Water and the Glenelg-Adelaide Pipeline (GAP). Felixstow Reserve (an initiative of ERA Water) and Harpers Field in Golden Grove are two examples that became operational this financial year. The majority of WSUD examples **are small-scale WSUD systems** – ranging from the passive capturing of water from kerbsides and residential roofs (over 600+), to the growing range of permeable paving (27+). Small-scale installations are functioning well up to a decade after installation. Inspections of older kerbside inlet systems have found them functioning as designed, with sustained infiltration capacity.

WSUD is becoming more mainstream across Resilient East, although progress in this area has not always been well documented. The ongoing implementation of WSUD in asset management plans will assist local and state governments in meeting commitments to protect natural environments and create a liveable and climate ready eastern region.

Monetising the benefits of WSUD

A wide range of benefits flow from implementing WSUD. Utilising urban stormwater reduces reliance on mains water and reduces the cost and impact of stormwater management. WSUD also benefits urban vegetation



management, supporting urban cooling, and assisting in the creation of attractive urban environments. Resilient East was successful in obtaining a \$25,000 grant from the State Government to use their newly developed “South Australian Monetised Benefits Tool” to evaluate large and small WSUD initiatives included in stormwater, roadworks and other applicable built infrastructure projects. The benefits of several WSUD projects in the region have been assessed in monetary terms to understand the value they have on water quality, neighbourhood character, health benefits and more, with results ranging from tens of thousands to millions of dollars per project (see Table 1).

These two reports will inform and enable greater rollout of WSUD initiatives, programs and commitments.

Table 1: Summary of the monetised benefits calculated for five WSUD projects in the Resilient East region.

Full report: [Monetising the benefits of water sensitive urban design \(WSUD\) and green infrastructure features](#) (December 2019)

WSUD System	WSUD monetised benefit calculation (value over 30 years)
Gray Street (7 trees + 2 rain gardens; City of Adelaide)	\$98,283
Bell Yett Reserve car park and swale (City of Burnside)	\$57,949
Felixstow Wetlands (City of Norwood, Payneham & St Peters; ERA Water)	\$5,269,736
Florence Street (3 Rain gardens + 3 bioretention filters; City of Unley)	\$64,100
Way Avenue (water inlet wells for 31 trees; City of Unley)	\$300,520

Water Sensitive SA Partnership

Water Sensitive SA (WSSA) is South Australia’s own WSUD capacity building program, which drives success in the delivery of a cooler, greener, more resilient Adelaide. Core funding for the delivery of WSSA is provided by Green Adelaide, with additional funding provided by local government, state government and industry partners. Funding and delivery arrangements are secure to the end of 2020–21. WSSA regularly contributes to our WSUD Working Group.

Six of the Resilient East councils have currently committed to ongoing funding for WSSA: new partner Campbelltown, and continuing funding partners Adelaide, Burnside, Prospect, Tea Tree Gully and Unley.

WSUD Case Studies

Resilient East now has 41 case studies on the WSSA online [interactive map](#), and six detailed [written case studies](#) hosted on their website. These are good examples for different types of WSUD initiatives, and where possible have images of construction and operation.

Mainstreaming WSUD – in Council Policies

Our intention is that councils will integrate key policy steps for mainstreaming WSUD projects as requirements set out in policies or standards, rather than optional on a case by case basis as is currently exercised. Three examples of councils successfully mainstreaming WSUD:

- Town of Walkerville currently seeks water sensitive opportunities as a part of a project’s scoping and design. This includes, but is not limited to, the installation of Treenet inlets, permeable paving and rain gardens.



- Campbelltown City Council endorsed trialling permeable pavers as part of the annual footpath program for 2020/21, and are looking at opportunities for greening/WSUD as part of their annual road/kerb reconstruction.
- City of Burnside has a WSUD policy and WSUD is routinely implemented through the council's annual capital works programs; Burnside is sharing the design of their innovative 'B-pods', which divert residential stormwater to street trees and garden verges.

Staff Education – A Collaborative Pathway to Water Sensitive City

The City of Adelaide is on its way to transitioning towards being a Water Sensitive City guided by the principles of the CRC for Water Sensitive Cities. To develop a plan that engaged all relevant staff, a collaborative approach was used in the form of a survey that reached over 120 staff members, as well as running a workshop that kicked-off the project, which was attended by 40 staff members and highlighted key themes, issues and gaps of knowledge. Additionally, eight educational and training workshops increased capacity and understanding of how to maintain WSUD treatments, how to plan for various rainfall scenarios using online tools, and showcased WSUD case studies. This type of collaboration is key and is a great example of highlighting the complexities of a changing climate to our water supply and management.



Examples of WSUD in Resilient East – a bioretention system, wetland, permeable paving and a Treenet inlet

3.3. COMMUNITY & CAPACITY BUILDING

Increasing community awareness and education regarding climate hazards

This year's engagement with the community built on our previous success from the 2019 *Feeling Hot Hot Hot!* event and joint launch of the DEW's Urban Heat Mapping Viewer (hosted on the Enviro Data SA website). Additionally, our efforts continued to build our brand, communications and presence.

Communications Working Group – Branding, Website, Presence

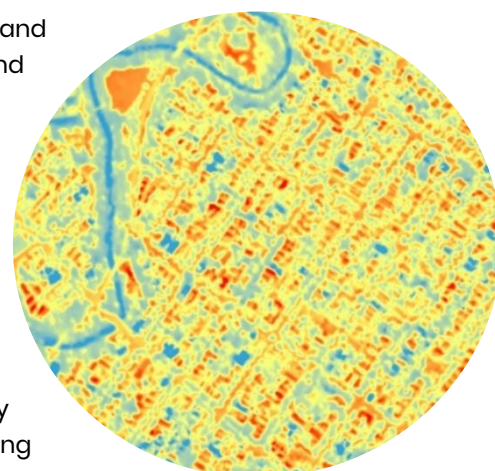
A Communications Working Group was initiated to progress development of a Communications Strategy to ensure we have consistent messaging and approaches to build our reach and to better communicate our achievements. This work will continue into 2020/21 and beyond.

The website has been used to have an online presence, promote events, showcase initiatives the public can get involved in, and promote the work of Resilient East and councils (i.e. [Water Sensitive Urban Design for a Resilient East report](#)). The website had 2,527 unique views in 2019, and 1,400 between January-June 2020.

Online outreach activity will increase over the coming months and will include:

- finalising factsheets and activity guides for the Urban Heat Mapping Viewer,
- more actions community members can take to be climate ready,
- a e-newsletter for our subscribers, and,
- creating a professional LinkedIn account to communicate and encourage a broader audience of practitioners and business.

DEW's [Urban Heat Mapping Viewer](#) had over 14,000 unique hits as of May 2020 since it launched in February 2019, averaging between 50-100 weekly views.



Climate Ready Champions

Resilient East partnered with the Australian Red Cross to deliver [Climate Ready Champions](#) training sessions for community members residing in our region. Climate Ready Communities training empowers people to understand the risks they currently face, the way these are changing, and what they can do to build their resilience personally, and within their communities.

Forty residents attended a full-day training at either the:

- City of Adelaide (22 November 2019),
- City of Tea Tree Gully (6 February 2020), and
- City of Burnside (21 February 2020).

Despite the training locations, residents from across the region were encouraged to attend any of the three sessions.

During the COVID-19 pandemic, the Australian Red Cross and councils continued engagement with participants using surveys, online catch-ups, and webinars to continue momentum and upskilling amongst champions.



Quotes from the participants captured in the post-evaluation survey are positive:

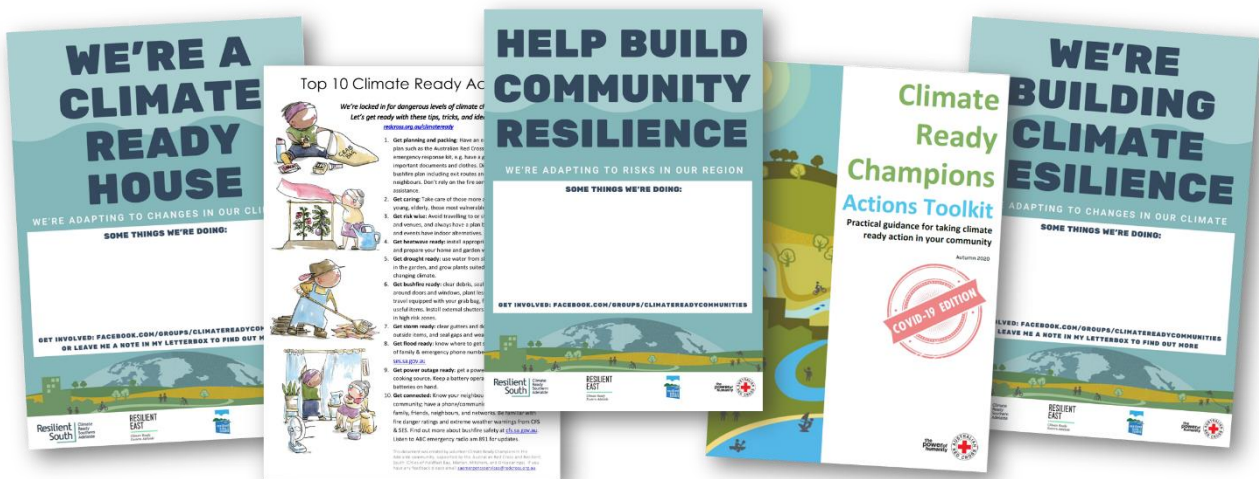
"Staying connected is important, being prepared in advance is important, being climate ready isn't always expensive"

"Caring for the local community is the basis of effective communication; people are more likely to change if they can see concrete examples of what others are doing, start with small changes because everything helps"



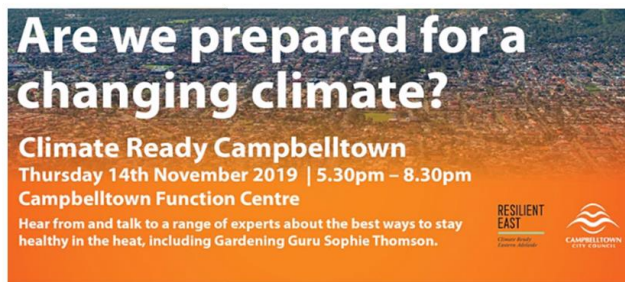
There is demand for more training and regular engagement for both new and existing participants. Champions are keen to foster positive relationships with councils to enable the champions to take meaningful action within their communities. The Australian Red Cross are currently exploring funding opportunities to continue implementing the Climate Ready Communities program for more training, resources, ongoing engagement and to build the capacity of Champions to influence and empower their networks and communities.

Resources developed as part of this program are available to the Champions to use and share, including **Top 10 Climate Ready Actions** handout, **posters Champions use on their front fence or door to invite conversations**, **Actions Toolkit** to support Champions in their community (see below).



Increased Awareness and Education on Heatwaves

Following on from the success of the [Feeling Hot Hot Hot!](#) event and associated community engagement, Resilient East councils initiated campaigns and events to prepare their communities for this year's summer heatwaves. These activities incorporated messaging with the advice of the Emergency Lead Agencies (such as the State Emergency Services and SA Health) to provide consistent advice across our region and state.



Some examples include:

'Beat the Heat' included community preparedness messaging, conversations in libraries and a heat mapping workshop in the City of Adelaide (November – December 2019).

'Climate Ready Campbelltown Forum' brought together speakers, displays and inspiration to help people prepare for extreme heat events and build networks of resilience (November 2019, see images above).

'Get Set for Summer – be prepared for the summer heat' was part of the City of Unley Town Hall Talk series, this free event had panellists focusing on issues that affect individuals aged 50+ (November 2019).

'Climate Medicine', a talk on 'The health impacts of climate change and its treatment' was initiated by the City of Tea Tree Gully library and Doctors for the Environment and was well attended. The presenter later became a Climate Ready Champion and has since delivered this talk online for the other Champions (October 2019).

Sustainable Garden Awards

City of Norwood Payneham & St Peters bi-annual Sustainable Garden Awards recognise and celebrate the importance of sustainable gardens and landscapes in the City's urban environment. This year, 2020, will be the third year the program will be run. It is open to all residents, business owners, schools and community groups who have a 'sustainable story' to share. The judging criteria encourages greening, biodiversity, habitat, water sensitive urban design and more. Series of workshops, tours and webinars focused on sustainable garden topics are run in conjunction with the program to encourage, educate and inspire citizens to create sustainable gardens.

Burnside Urban Foresters

The City of Burnside provides opportunities for residents to learn about and participate in urban forestry activities. The Burnside Urban Foresters program allows council volunteers to participate in workshops to learn about the urban forest. Urban Foresters can also participate monitoring activities, through this citizen science initiative.

Partnering with Universities: Heat & Habitat in Cities Symposium

The City of Adelaide was asked to present on climate readiness from a practitioner and operational level at the [University of Adelaide's Heat & Habitat in Cities Symposium](#) (December 2020). Many staff attended this forum where there was exposure to development of a range of new technologies for urban cooling by experts around the world. City of Adelaide also collaborated with the University's School of Architecture and Built Environment Masters class who designed [climate refuge structures](#) – temporary cooling stations to be used on hot days in public spaces.

Climate Change Impacts on the Useful Life of Infrastructure

City of Adelaide partnered with South Australia IPWEA (Institute of Public Works Engineering Australia) to host a presentation with Dr. Jaqueline Balston for Resilient East and other council's infrastructure staff on the Institute of Public Works Engineering Australia (IPWEA) Practice Note 12.1: "Impact of Climate Change on the Useful Life of Infrastructure". This Practice Note provides clear guidance for asset managers on how to integrate these changes into asset management plans and budgets. The event was booked out with over 80 practitioners attending.

3.4. CLIMATE RISKS

Managing legal and financial risks of climate change

The cost of the physical, legal and transitional impacts of climate change are large, but not yet fully understood or quantified. There is value in Resilient East investigating, quantifying and mitigating the different forms of these risks.

Assessment of Lost Workforce Productivity from Inclement Weather

During 2019/20, a graduate student completed a preliminary assessment of outdoor workforce productivity lost due to heatwaves over summer 2018/2019 at the City of Unley. The impact of heat to date has focused on staff safety and wellbeing importantly, but little on business impacts, for example continuity, cost and scheduling.

Findings across the City of Unley during the 2018/19 summer period showed:

- 18 days impacted by heatwaves
- 1,530 hours lost total
- 51 hours loss per staff member
- These numbers are predicted to triple by 2050
- These numbers are conservative as they do not factor in other qualitative drops in productivity during hot weather.

This approach can be replicated across the other member councils, for example a brief look at Walkerville indicates a significantly increasing trend of lost days due to heatwaves since 2012.



Climate Change Risk Assessment – Learnings from City of Adelaide

It was decided early in 2019 that as the City of Adelaide was undertaking a Climate Change Risk Assessment (starting in 2020), Resilient East could learn from this process.

The primary objective of the CoA project is to review and assess climate change risks to assets, operations and services, covering the following key aspects:

- Identification (and review) of climate risks related to governance, physical risks to services and assets and transition risks related to a shift to a low carbon economy;
- Analysis of climate risks (existing and residual) and identification of existing/potential control measures;
- Risk management opportunities for climate risks (including prioritisation of risks);
- Disclosure (and controls measures) of climate risks.

Reviewing the Council's corporate exposure and associated risk controls to climate change will assist decision making and position the organisation to appropriately prioritise risk mitigation and adaptation actions. The process has included thus far:

- Staff survey (200+ responses),
- 10 climate risk governance group interviews, including the Executive Leadership Team, conducted by Donavon Burton,
- Physical risk assessment workshops,
- Transition risk assessment workshop,
- Audit Committee presentation of final report (August 2020), followed by Council.

The project was partly funded by the LGA Mutual Liability Scheme on the basis that guidance material would be developed to share with other councils. Once this material is completed and the Climate Risk Assessment Report has been provided to Council (planned for September 2020) there will be an opportunity for Resilient East to adopt the learnings.

City of Adelaide has joined 430 organisations across many jurisdictions that have used the *Informed.City* platform to undertake the climate adaptation governance assessments, including:

- **Resilient South:** Cities of Onkaparinga, Marion, and Mitcham
- **Resilient Hills and Coast:** Adelaide Hills Council, Mt Barker District Council, Alexandrina Council, Kangaroo Island Council, Victor Harbour Council
- **Adapt West:** Cities of Port Adelaide Enfield, West Torrens, and Charles Sturt (began in June, using an online approach).

3.5. PLANNING REFORMS

Continue to engage on State Government Planning Reform and Landscape Reform with the LGA and State Government

It is vital that the State Planning Policies and Planning and Design Code support greater canopy cover and WSUD features, to arrest the decline of canopy cover and increase green cover, particularly on private land. Planning reforms include tangible requirements that will drive and promote retention and re-establishment of canopy and green cover on private land to progress towards 2045 targets outlined in the 30-Year Plan for Greater Adelaide.

Community Engagement on Planning Reforms - Cooler Greener Adelaide

Resilient East partnered with WSSA to host a [Cooler Greener Adelaide Community forum](#) on the draft Phase 3 of the Planning and Design Code (the draft Code) in Prospect's Payinthe building. This was one of four workshops designed to help demonstrate development scenarios that meet the draft planning policies in terms of greening and stormwater management and how this compares to current practices. Over 50 people attended this session, including MP Rachel Sanderson.

These forums:

- Provided practical expert assistance on how to navigate and prepare effective responses to influence the draft Code

- Gathered community feedback from the workshop and prepared a summary for submission to State Government.

Submission into the Draft Phase 3 of the Planning and Design Code

A submission was made on behalf of the Resilient East Steering Group that provides feedback on the draft Code to support the objectives of improving climate resilience and climate adaptation, including the outcomes relating to canopy cover, WSUD and biodiversity.

This submission builds upon a number of previous submissions made by the Resilient East Steering Group on various aspects of the Planning Reforms. As with all Resilient East submissions, it does not reflect formal Council consideration by any of the constituent Councils. However, this input is intended to complement the specific planning feedback from participating Councils and provide a perspective from regional climate change adaptation practitioners.

One of the regular critiques is conflicting policies: the State Government's 30-Year Plan calling for an a 20% increase in green cover (including canopy cover) by 2045 is often at odds with aspects of the draft Code that: facilitate and ease the removal of trees on both private and public land, demonstrate an increased emphasis on urban infill, increase subdivision opportunities and intensify development.

Contribution to a DPTI study on the Impact of Urban Infill on Trees - Campbelltown, Unley

During 2020 there has been growing public concerns around the impacts of urban infill on trees on private land, for example, feedback to the draft Code, Conservation SA's June report "[What's Happening to Adelaide's Trees?](#)", and media attention on this issue.

The (former) Department of Planning, Transport and Infrastructure (DPTI) commissioned a report which analysed the relationship between urban infill and tree canopy cover changes, from Campbelltown, Unley and Marion. Once released, the report will help councils understand which methods of canopy data collection and interpretation are easier to scale and use comparatively in the future as a monitoring and evaluation tool. DPTI will release this report as part of the consultation later in 2020 in an effort to balance the planning policy outcomes of increasing urban infill and increasing urban green cover.



Participants at the Cooler Greener Adelaide forum described what they wanted their region to be like

Letter to Planning Commission and LGA - Response to the 'What have we heard report' June 2020

The Project Coordinator and Steering Group (Council representatives) prepared a response to the 'What we have heard report' that came out mid-June 2020, to reiterate key points and demonstrate support for green infrastructure and WSUD provisions included in the draft Code.

Resilient East Steering Group therefore strongly encourage the State Planning Commission to at least retain, but ideally build upon, the draft Code policy in relation to:

- Requiring minimum one tree per dwelling,
- Maintaining existing 7% deep soil area,
- Minimum 15-25% soft landscaping space (and defining this as 'living green landscaping'),
- Increased provision of landscaping within common driveways and public realm,
- Onsite rainwater tanks,
- Quantification of the protection of street trees,
- Provision of site permeability,
- Retention and protection of Regulated and Significant Trees.

To this last point, there is a **gap in the draft Code around protecting Significant Trees**. Protection of both Significant and Regulated Trees must be enshrined in the Planning and Design Code for statutory protections to take effect. For example, the nominal \$94 fee for removing a Significant or Regulated tree on private land falls well short of covering the costs of planting and maintaining a replacement tree – not to mention the lost benefits to the community, which have been estimated in a City of Burnside study to be in the range of a few thousand dollars for small mature trees, through to tens of thousands or more for large mature trees. This gross under-valuing of mature trees causes significant economic barriers in ensuring adequate urban green space.



Writing this letter has provided a base for a report to Greater Adelaide Region Organisation of Councils for September which will include advice from metropolitan councils on the 'issues with trees'.

Key Partner to Green Adelaide

Resilient East has been engaged in the consultation around the Green Adelaide Board's priorities and potential projects since the process of landscape reform commenced. Green Adelaide (formerly, Adelaide and Mt Lofty NRM Board) staff continued engaging with the challenges and successes of Resilient East by attending Steering Group meetings, action planning sessions, WSUD and Canopy group meetings, and generally being available to provide support and advice. Green Adelaide's capacity to offer in-kind support was limited pending the announcement of the Green Adelaide Board.

There has been strong support for continuation of funding regional climate adaptation coordinators, supporting on-ground greening, biodiversity and WSUD projects, capacity building and research initiatives, and community grassroots action. Resilient East is seen as a key partner to support Green Adelaide and to promote constructive ways to increase canopy and green cover and WSUD.

4. Governance

Climate Change Sector Agreement

The implementation of Resilient East is managed in accordance with the governance and reporting arrangements set out in the Climate Change Sector Agreement between the participating councils and the Government of South Australia. The Sector Agreement was established under the *Climate Change and Greenhouse Emissions Reduction Act, 2007*. The Steering Group meets quarterly to review progress of annually updated priority options and to maximise collaboration across the region.

The Sector Agreement was reviewed in its entirety before 30 January 2020 as per the Agreement. The Agreement was renegotiated and sent around for CEO sign-off digitally due to COVID-19 preventing gatherings. This slowed the process and the Minister signed officially on the 27 July 2020.

The Steering Group updated their Terms of Reference in line with this new document in April 2020.

Project Coordinator Role

The Project Coordinator is pivotal in enabling and driving action towards our Sector Agreement, which is aimed at delivering on the Climate Change Regional Adaptation Plan (2016). Linking the many different programs and priorities of eight councils and State Government is no mean feat, and there is much more work to be done. The role has strategic oversight beyond the Resilient East region and helps to develop and link partnerships and opportunities with other South Australian Regional Climate Partnerships, research Institutions, government and non-government organisations, wider networks and the community.

Each council invested \$6,000 towards funding a 0.8 FTE Coordinator for Resilient East. For the second year in a row the Steering Group was successful in securing matched funding of \$48,000 through the (former) Adelaide and Mt Lofty Ranges NRM Board (now Green Adelaide Board) Water Sustainability Grants program.

In mid-November 2019 the Coordinator role became vacant. With only four months until the current Sector Agreement sunset clause, a temporary backfill of the role at 0.6 FTE was commenced in early March 2020 and extended to September 2020. The role has been supplemented by consultants specifically to support delivery of the Action Plan and to improve our communications and presence. With the renewal of the Sector Agreement and 2020/21 budget allocation, a minimum 12 month 1 FTE Coordinator role is anticipated to be advertised.

Along with the Central Coordinator of the Regional Climate Partnerships, Resilient East has been advocating for longer-term financial support from the State Government to enable greater success in delivery of our longer-term Adaptation Plan. In 2020-21, Green Adelaide is pursuing opportunities to support Regional Climate Partnership coordination activities across the 17 metropolitan Council areas, with the intention to have longer-term support available in line with the 5-year Green Adelaide Landscape Plan (to be prepared during 2020/21).

Steering Group

This financial year the Steering Group met four times, engaged in two action planning workshops, one of which included council CEOs, and provided three updates to the CEOs. The Current Steering Group membership includes:

Council/ Department	Project Steering Group Member
City of Prospect - Chair	Simon Bradley Director - Infrastructure and Environment
City of Adelaide	Maria Zotti Manager - Sustainability Policy
City of Burnside	Philip Roetman Coordinator Environmental Assets (Acting)
City of Campbelltown	Andrian Wiguna General Manager Infrastructure Services
City of Norwood Payneham & St Peters	Eleanor Walters Manager, Urban Planning & Sustainability
City of Tea Tree Gully	Jon Herd Environmental Sustainability Coordinator
City of Unley	Kat Ryan Coordinator Environmental Projects & Strategy
Town of Walkerville	Ben Clark Group Manager Assets and Infrastructure
State Government Department of Environment and Water; Climate Change	Diane Favier Manager, Climate Change Policy and Strategy
Green Adelaide (former Natural Resources AMLR)	Louisa Halliday Manager Planning & Evaluation
Resilient East Project Coordinator	Bec Taylor

5. Annual Financial Statement

The Resilient East funding availability for 2019-20 was comprised of the following components:

2019/2020 Budget	Amount \$ (ex. GST)
Carry over funds from 18/19	65,281
ERA contribution to Coordinator Role (equivalent of \$6k each)	36,000
Partnership contributions to Coordinator Role from the City of Adelaide and City of Tea Tree Gully (\$6k each)	12,000
Additional contribution from 8 councils for project incidentals, general communications and engagement	8,000
Matched contribution to Coordinator Role from State Government via NRM/Green Adelaide Water Sustainability Grants Program	48,000
Total	\$169,281

Resilient East's expenditure and activities were lower than anticipated due to the vacancy of coordinator for several months and the project delays caused by COVID-19.

2019/20 Expenditure Budget	Amount \$	YTD June \$	Unspent\$
Coordinator Role to 7 November 2019 Coordinator Role 1 March to 30 June 2020 (4-month vacancy)	96,000	61,984	34,017
Resilient East Action Plan project budgets	62,281	16,220	46,061
State Government Grant Funding - Mainstreaming WSUD - Monetised Benefits tool	11,000	11,000	0
Total	\$ 169,281	\$ 89,204	\$ 80,077

Unspent funds will be carried over for continued collaboration work to deliver our long-term goals for a climate ready eastern region.

6. Future work

Action Planning

The Action Plan describes the priorities for Resilient East over the next four years to progress the implementation of the Adaptation Plan and governance arrangements of the Sector Agreement. It includes actions that will be undertaken at a regional scale (multiple councils) and will have regional benefits.

It has been prepared with input from the following:

- A workshop in November 2019 with the partner Chief Executive Officers, the Resilient East Steering Group and Green Adelaide that identified priority themes for action,
- A workshop in March 2020 with the Resilient East Steering Group that identified opportunities for action aligning with the priority themes,

- A workshop in May 2020 with the Resilient East Steering Group that confirmed actions and discussed plan development and costs,
- Ongoing review and input from the Resilient East Steering Group and the Resilient East Project Coordinator.

The priority themes for action identified include:

- Green Cover
- Water Sensitive Urban Design (WSUD)
- Monitoring and Evaluation (M&E)
- Planning Reforms
- Councils, Governance and Communications, and
- Resilient Communities.

The Action Plan identifies a plan for the next four years within the expected available budget from Council contributions. Actions have been grouped into five programs of work:

1. Supporting on-ground action.
2. Strengthening partnerships and advocacy.
3. Communications and capacity building.
4. Measuring success.
5. Governance.

The action plan will be finalised and presented by October. Below are five of the key projects that will be delivered 2020/21. Many of the desired actions of Resilient East will only be achievable with financial contributions from grants or other sources as identified.

It is acknowledged that there is a significant amount of work undertaken by individual councils. The sum output of this work plays an important role in making the region more resilient to climate change. Measuring the inputs, outputs and impact of this work has been identified as priority action in the *Measuring Success* work program.

Five key projects for 2020-21

1. Work with Green Adelaide to develop greening programs for private land.
2. Scope a large-scale regional council planting projects for coming years.
3. Prepare and implement capacity building and a Communications Strategy to develop consistent and increased messaging across our region.
4. Engage councils in understanding the climate risks to local governments.
5. Prepare a regional monitoring, evaluation and reporting plan to understand what we have and how we can calculate progress.



RESILIENT EAST

Climate Ready Eastern Adelaide

Resilient East is a regional climate initiative between state and local government organisations in eastern Adelaide. It is about making sure the eastern region remains a vibrant, desirable and productive place to live, work and visit, and that our businesses, communities and environments can respond positively to the challenges and opportunities presented by a changing climate.

This partnership includes Campbelltown City Council, the Cities of Adelaide, Burnside, Norwood Payneham and St Peters, Prospect, Tea Tree Gully, Unley, the Town of Walkerville and the Government of South Australia.

Resilient East regularly works with agencies and organisations from all levels of government, NGOs, community groups, individuals and the private sector.

ACKNOWLEDGEMENT OF COUNTRY

Resilient East councils are located on the Adelaide Plains, the traditional lands for the Kurna people. We acknowledge this land as the traditional lands for the Kurna people and we respect their spiritual relationship with their country. We also acknowledge the Kurna people as the custodians of the Adelaide region and their cultural and heritage beliefs are still as important to the living Kurna people today. We also pay respects to the cultural authority of Aboriginal people visiting from other areas of South Australia and Australia.

Visit resilienteast.com for more information.

This report was prepared by Resilient East.

Created: 25 August 2020

Contact us:

hello@resilienteast.com

Introduction

Resilient East is about making sure the Eastern Region remains a vibrant, desirable and productive place to live, work and visit and that our businesses, communities and environments can respond positively to the challenges and opportunities presented by a changing climate.

In 2016 a [Regional Climate Change Adaptation Plan](#) was prepared that provided the foundation for a coordinated and collaborative response to climate change and identified priorities for adaptation across the Eastern Region.

Since that time, the Resilient East Project Partners have worked together to improve the resilience of their communities, assets and infrastructure, local economies and natural environment so they can cope with the continuing impacts and challenges of climate change in the short, medium and long term, through the implementation of the Adaptation Plan.

This Action Plan describes the priorities for the Resilient East Project Partners over the next 4 years to progress the implementation of the Adaptation Plan. It includes actions that will be undertaken at a regional scale (i.e. multiple councils) and will have regional benefits.

It has been prepared with input from the following:

- A workshop in November 2019 with the partner Chief Executive Officers, the Resilient East Steering Group and Green Adelaide that identified priority themes for action
- A workshop in March 2020 with the Resilient East Steering Group that identified opportunities for action aligning with the priority themes
- A workshop in May 2020 with the Resilient East Steering Group that confirmed actions and discussed plan development and costs.
- Ongoing review and input from the Resilient East Steering Group and the Resilient East Project Coordinator.

The priority themes for action identified include:

- Green Cover
- Water Sensitive Urban Design (WSUD)
- Monitoring and Evaluation (M&E)
- Planning Reforms
- Councils, Governance and Communications, and
- Resilient Communities.

This Action Plan identifies what is planned for the next 4 years within the expected available budget from Council contributions. Actions have been grouped into 5 programs of work:

1. Supporting on-ground action
2. Strengthening partnerships and advocacy
3. Communications and capacity building
4. Measuring success
5. Governance

The following sections describe these programs, key actions and proposed budgets. Many of the desired actions of Resilient East will only be achievable with financial contributions from grants or other sources and these are identified.

It is acknowledged that there is a significant amount of work undertaken by individual councils. The sum outputs of this work have an important role in making the region more resilient to climate change. Measuring the inputs, outputs and impact of this work has been identified as priority action in the *Measuring Success* work program.

Table 1. Regional priorities as identified in the Regional Adaptation Plan 2016

REGIONAL PRIORITIES	
1	Prepare and implement climate ready guidelines for public realm, green infrastructure and urban design
2	Business and infrastructure owners' continuity planning
3	Improve stormwater management to maximise amenity and water reuse
4	Increase community education and awareness regarding climate hazards
5	Increase planting across urban areas
6	Make asset management plans climate ready
7	Increase the area of open space in strategic locations
8	Prevent development in hazard prone areas
9	Facilitate changes to business practices

Funding opportunities

Grant and funding programs will be necessary to resource the actions identified in the Action Plan. A range of opportunities are available including:

- Greener Neighbourhood Grants
- Water Sustainability Grants
- Biodiversity Urban Design Grants
- LGA Research and Development Fund
- Open Space and Places for People Grant.

1 Supporting On-Ground Action

Increasing green cover and the implementation of water sensitive urban design (WSUD) features across the region will provide cooling, amenity, biodiversity and recreation benefits. All of the Councils in the region undertake a range of greening and WSUD projects including tree planting, landscaping, irrigation management and the design, construction and maintenance of wetlands, rain gardens and detention basins. These projects contribute to the resilience of the region as a whole. The planning, design, construction and operation of associated open space, public realm and stormwater management infrastructure needs to identify how they will be impacted by warmer and drier conditions with more frequent and severe extreme weather events and how identified issues will be addressed.

At a household scale, on-ground action including landscaping and tree planting, rainwater management, building resilience and energy efficiency retrofits that improve thermal comfort and improve health, safety and wellbeing outcomes.

1.1 Desired Outcomes

Resilient East plays a key role in supporting the partner councils and the community to undertake on-ground action to achieve the following desired outcomes:

- Increase the success of grant applications for on-ground works by individual councils
- Increase regional green cover
- Increase WSUD implementation in infill development
- Enhance Kaurna involvement in planning, design and development of on-ground works
- Increase ongoing community action
- Enhance community resilience.

1.2 Action Plan

Seventeen actions have been identified to support on-ground action over the next four years. These actions align with the regional priorities identified in the Regional Adaptation Plan.

Actions		Timing				Alignment with regional priorities
		20-21	21-22	22-23	23-24	
1	Scope regional large-scale planting project (for 2021/22 Greener Neighbourhood grant rounds)	✓				5
2	Support delivery of large-scale tree planting project		✓	✓	✓	5
3	Scope opportunities to establish large scale collaborative WSUD systems that provide catchment scale benefits, through review of SMPs and land availability.	✓				3, 5
4	Support delivery of large scale WSUD project		✓	✓	✓	3, 5
5	Support councils to develop grant/funding submissions and manage grant processes	✓	✓	✓	✓	3, 5, 7
6	Identify and promote opportunities for Kaurna involvement in partnership projects	✓	✓	✓	✓	4
7	Support ongoing interaction and development of climate ready champions project and investigate future opportunities	✓	✓	✓	✓	4
8	Review council policy and determine leading practice approach to achieve optimal greening outcomes		✓	✓		1, 5, 7

Actions		Timing				Alignment with regional priorities
		20-21	21-22	22-23	23-24	
9	Scope a tree inlet project (including locations) in a coordinated approach		✓			3, 5
10	Support private developers to incorporate WSUD systems (as demonstration sites) with Water Sensitive SA	✓	✓	✓	✓	3, 5
11	Work with Green Adelaide and others to develop greening program for private land (tree planting and verges)	✓				5
12	Support delivery of greening program for private land		✓	✓	✓	5
13	Investigate opportunities and develop program to support household scale community climate resilience/adaptation, e.g. community grant programs delivered through councils or as a region, for works including making homes climate ready through retrofit, tree planting etc	✓				4, 5
14	Implement community climate resilience/adaptation program aligning with funding opportunities and community demand		✓	✓	✓	4, 5
15	Provide guidance and training for councils to incorporate climate impacts on useful life of assets into Asset Management Plans (AMPs) - including AMPs for stormwater and WSUD, roads, footpaths, buildings and open space		✓	✓		6
16	Collaborate with IPWEA, FMG (Financial Management Group) and the LGA asset management group to investigate opportunities to manage trees as a capital asset and include in AMPs	✓	✓			6
17	Support councils to identify local and regional hotspots and target planting efforts Use heat and canopy mapping, overlay planned key plantings and use to identify gaps and inform priorities. Use information to assist with funding applications.		✓	✓		5, 7

1.3 Theme Contribution

Supporting on-ground action contributes to the following priority themes for action:

GREEN COVER ✓	WSUD ✓	M&E	PLANNING REFORMS	COUNCILS, GOVERNANCE AND COMMUNICATIONS ✓	RESILIENT COMMUNITIES ✓
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2 Strengthening Partnerships and Advocacy

Collaboration and partnerships between all sectors and levels of government and the community is needed for successful adaptation. More can be achieved if we work together and share experiences, knowledge and resources. The collective voice of the region will have a greater ability to influence decisions that influence the region. State government land use planning and natural resource management planning systems are changing. Participation in reform processes will ensure the region is represented and advocated for, and outcomes that benefit the region are included.

2.1 Desired Outcomes

Resilient East plays a key role in strengthening partnerships and advocacy to achieve the following desired outcomes:

- Ensure region climate change issues and opportunities are represented in the regional plan and landscape plan (Green Adelaide)
- Enhance relationships with partners and stakeholders to deliver projects that benefit the region
- Engage with Kaurana to identify future opportunities.

2.2 Action Plan

Ten actions have been identified to strengthen partnerships and advocacy over the next four years. These actions align with the regional priorities identified in the Regional Adaptation Plan.

Actions	Timing				Alignment with regional priorities
	20-21	21-22	22-23	23-24	
1 Advocate for and participate in projects that enable greater space for and survival of trees and greening, including: <ul style="list-style-type: none"> • Work with State Government and SA Power Networks to align canopy goals, tree planting and requirements regarding establishment and maintenance • Participate in and use research findings about tree species and climate resilience • Work with State Government through policy input on the Planning & Design Code and monitoring impacts of PDI Act outcomes - especially in relation to canopy loss and WSUD 	✓	✓	✓	✓	1, 5, 6
2 Collaborate with Green Adelaide to develop regional landscape plan	✓	✓			5, 7
3 Continue advocacy through Regional Plans and Planning & Design Code for greater opportunities for landscaping and WSUD in infill development	✓	✓	✓		3, 5
4 Continue to collaborate with SA Water on temperature monitoring at parks and irrigation projects	✓	✓	✓	✓	5
5 Continue to collaborate with Water Sensitive SA	✓	✓	✓	✓	3
6 Continue to work with business precincts, community organisations and hazard leaders on resilience building projects	✓	✓	✓	✓	2, 4, 9
7 Coordinate submissions on relevant policy and plans, for example SA Government Climate Change Strategy	✓	✓	✓	✓	All
8 Host discussion with Kaurana (through Green Adelaide) to share Resilient East history and opportunities	✓	✓			4

Actions		Timing				Alignment with regional priorities
		20-21	21-22	22-23	23-24	
9	Support research into regional issues	✓	✓	✓	✓	All
10	Investigate opportunities to establish regional <i>Urban Tree Fund</i> required by the PDI Act		✓			5

2.3 Theme Contribution

Strengthening partnerships and advocacy contributes to the following priority themes for action:

GREEN COVER ✓	WSUD ✓	M&E ✓	PLANNING REFORMS ✓	COUNCILS, GOVERNANCE AND COMMUNICATIONS ✓	RESILIENT COMMUNITIES ✓
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3 Communications and Capacity Building

The Regional Adaptation Action Plan identified community education and awareness raising as a fundamental requirement to deliver behaviour change, focused on simple messages that focus on the benefits of adaptation. Communications and capacity building also need to support decision makers and those responsible for implementing adaptation action including council staff and Elected Members. Celebrating the benefits and success of regional action is important to recognise how this work will improve the resilience of the region and provide motivation to keep working toward our shared goals.

3.1 Desired Outcomes

Resilient East plays a key role in supporting the partner councils and the community to undertake on-ground action to achieve the following desired outcomes:

- Regionally consistent approach to sharing climate change information with community
- Regular provision of information to community and stakeholders about what Resilient East is achieving and learning
- Increase capacity of council staff and Elected Members to embed climate change in all decisions and actions
- Increase capacity of community to understand and manage impacts of climate change
- Increase capacity of business to understand and mitigate climate risks
- Increase understanding of climate change transition costs and risks to our region

3.2 Action Plan

Fourteen actions have been identified to support communications and capacity building over the next four years. These actions align with the regional priorities identified in the Regional Adaptation Plan.

Actions		Timing				Alignment with regional priorities
		20-21	21-22	22-23	23-24	
1	Deliver regional communications, media and capacity building strategy: <ul style="list-style-type: none"> • Outward looking (external) – community focus, development of key messages, provision of regular and consistent messaging, opportunities for communications linked to monitoring and evaluation or project success, opportunities for information sessions, capacity building events other events and activities • Inward looking (internal) – council focus, capacity building, sharing learnings, understand cross-functional impacts of climate change 	✓				4, 9
2	Develop reporting templates to provide information to community and support annual reports, including: <ul style="list-style-type: none"> • Articles or case studies for inclusion in council magazines/newsletters/websites • Report card / snap-shot for community and annual report • Website • Fact Sheets on projects to communicate to EMs 	✓	✓			4, 9

Actions		Timing				Alignment with regional priorities
		20-21	21-22	22-23	23-24	
3	Host a workshop for Elected Members and Executives on the climate risks to local governments, and support with any follow-up steps	✓				1, 2, 4
4	Host community events and activities Community tour of WSUD features Community tree planting events Being prepared for heatwaves	✓	✓	✓	✓	4
5	Maintain an online secure shared platform for staff to access information	✓	✓	✓	✓	All
6	Maintain the website as a central point for all community facing communications, and other tools such as LinkedIn and a regular e-news	✓	✓	✓	✓	4
7	Work with external partners on communications or capacity building projects that support community resilience, especially in vulnerable communities, including Red Cross, SES, SACOSS etc.	✓	✓	✓	✓	2, 4
8	Work with external partners on communications or capacity building projects that support community resilience in business, including with ERA Business, Business SA, Small Business Commissioner, Business Hubs, traders' associations	✓	✓	✓	✓	2, 4, 9
9	Develop materials to support external capacity building, including business climate risk awareness and climate impacts for the community	✓	✓	✓		2, 4, 9
10	Develop materials to support internal capacity building (case studies, presentation materials etc), in conjunction with relevant lead State Government agencies. For example on LIDAR, greening, heat and canopy mapping, WSUD, climate impacts on community, greening, climate risks etc.	✓	✓	✓	✓	All
11	Celebrate success through annual event and regular communications	✓	✓	✓	✓	4
12	Publish (2) articles or case studies each year in council magazines/newsletters/websites	✓	✓	✓	✓	4
13	Undertake regional assessment of impacts on local business of more frequent extreme weather to identify if any regional response is needed		✓			2, 9
14	Undertake regional assessment of impacts on Council workforce of more frequent extreme weather to identify if any regional response is needed to be able to maintain capacity		✓	✓		2

3.3 Theme Contribution

Communication and capacity building contributes to the following priority themes for action:

GREEN COVER ✓	WSUD ✓	M&E ✓	PLANNING REFORMS	COUNCILS, GOVERNANCE AND COMMUNICATIONS ✓	RESILIENT COMMUNITIES ✓
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4 Measuring Success

Monitoring and evaluation are needed for Resilient East to understand regional successes and where adjustments are needed to achieve desired outcomes. Having information and data to report to stakeholders and the community is essential to build support for Resilient East and demonstrate accountability. The Regional Adaptation Plan recommended the establishment of a monitoring and evaluation framework, consistent with an adaptive management approach. Accurately measuring regional outputs and outcomes requires a consistent approach as actions are undertaken by a range of government and private stakeholders.

4.1 Desired Outcomes

Resilient East plays a key role in supporting the partner councils and the community to measure success to achieve the following desired outcomes:

- Increase accountability as ability to measure and report success of Resilient East improves
- Develop an adaptive approach where learnings are shared to the benefit of future projects.

4.2 Action Plan

Five actions have been identified to measure success over the next four years. These actions provide support for the regional priorities identified in the Regional Adaptation Plan, so the 'Regional Priorities' column has been left out of this section.

Actions		Timing			
		20-21	21-22	22-23	23-24
1	Prepare regional monitoring, evaluation and reporting plan (aligning with communications plan) and including green cover, canopy and tree planting compliance with development approvals, community monitoring (e.g. awareness, support for Resilient East, behaviour change etc) and local impact of new tree-related performance outcomes in the Planning and Design Code	✓	✓		
2	Implement regional monitoring to evaluate regional impact and support reporting and communications	✓	✓	✓	✓
3	Identify related State government targets and monitoring (e.g. SA Health public health indicators, DPTI tree planting, Green Adelaide as developed)	✓			
4	Partner with State government and other regions to undertake heat mapping and canopy cover			✓	
5	Develop and share templates and processes for project post implementation debriefs and evaluation	✓	✓		

4.3 Theme Contribution

Measuring success will contribute to all of the following priority themes for action:

GREEN COVER ✓	WSUD ✓	M&E ✓	PLANNING REFORMS ✓	COUNCILS, GOVERNANCE AND COMMUNICATIONS ✓	RESILIENT COMMUNITIES ✓
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5 Governance

The Regional Adaptation Action Plan identified the need for all sectors and levels of government to come together, with strong partnerships and clarity of roles and responsibilities to contribute to the implementation of adaptation action. A lead group or agency responsible for driving implementation is critical to the governance structure. The Resilient East partnership was established to lead adaptation implementation and governance. The governance work program includes the essential administrative and coordinating roles of Resilient East and its regional coordinator.

5.1 Desired Outcomes

- Ensure responsibilities in Sector Agreement are met
- Facilitate a cooperative approach across the Eastern Adelaide region
- Ensure projects are scoped for early financial commitment

5.2 Action Plan

Three actions have been identified to measure success over the next four years.

Actions		Timing			
		20-21	21-22	22-23	23-24
1	Facilitate meetings of steering group and working groups including Canopy and Urban Heat, WSUD and Communications. Other working groups or discrete project groups as required are supported by Project Coordinator	✓	✓	✓	✓
2	Provide a bi-annual report, which include financial reports and likely commitments to CEOs via the ERA CEOs monthly meetings plus an annual report in conjunction with the next year's detailed priorities. Other updates provided as necessary	✓	✓	✓	✓
3	Support ongoing regional coordinator position	✓	✓	✓	✓

5.3 Theme Contribution

GREEN COVER ✓	WSUD ✓	M&E ✓	PLANNING REFORMS ✓	COUNCILS, GOVERNANCE AND COMMUNICATIONS ✓	RESILIENT COMMUNITIES ✓
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RESILIENT EAST

Climate Ready Eastern Adelaide



Attachment 4

LiDAR canopy mapping project update

Key points:

- In a first for Adelaide, **data captured for every tree greater than three metres** in height on public and private land shows **tree canopy represents 23.37% of the metropolitan study area**
- The canopy models will be **launched alongside the Heat Mapping online map on 28th September**, from which individual Councils or Climate Regional Partnerships can choose to communicate this in the public if they wish
- Overall, **28% of the total Resilient East** land area is covered by canopy
- We have mapped data pertaining to the **height of the canopy**, and canopy coverage by **land use** and **land ownership**
- Seven out of eight Resilient East councils are above average (related to Metropolitan Adelaide) when it comes to total canopy cover
- The baseline for the 30-Year Plan (and subsequent Council targets) are not to be compared with this new data
- The intent moving forward is to use the 2018/19 LIDAR capture as a **new baseline reference**, and in future years to capture data in a way that allows for easy comparison and reporting of progress towards the 2045 target.

Background information

Resilient East recently collaborated with the Department for Environment and Water (DEW), and Department of Transport and Infrastructure (DIT, then Department of Planning, Infrastructure and Transport, DPTI) and other Regional Climate Partnerships to undertake an analysis of Light Detection and Ranging (LiDAR) data of the Adelaide area.

The main result is a mapped benchmark of canopy cover and tree height at a point in time, which can be replicated in the future to track tree loss or gain trends.

Canopy cover measurements – previous methods vs LiDAR

LiDAR data is captured by a low-flying plane, which measures distances to the surface of the earth. The LiDAR data can be used to create 3D tree canopy models and measure canopy cover in a study area.

Previously, the i-Tree Canopy Cover method was used to estimate canopy cover in capital cities across Australia. This estimate also served as a baseline for the State Government's *30-Year Plan for Greater Adelaide (2017 Update)*, which specifies a target for green cover to increase by 20% by 2045.

Where i-Tree Canopy gives a statistical *estimate* of canopy cover, LiDAR *measures* the amount of canopy cover directly, providing more accurate results and being less prone error. The LiDAR data provides a new baseline, but the targets in the 30-Year Plan will stay the same.

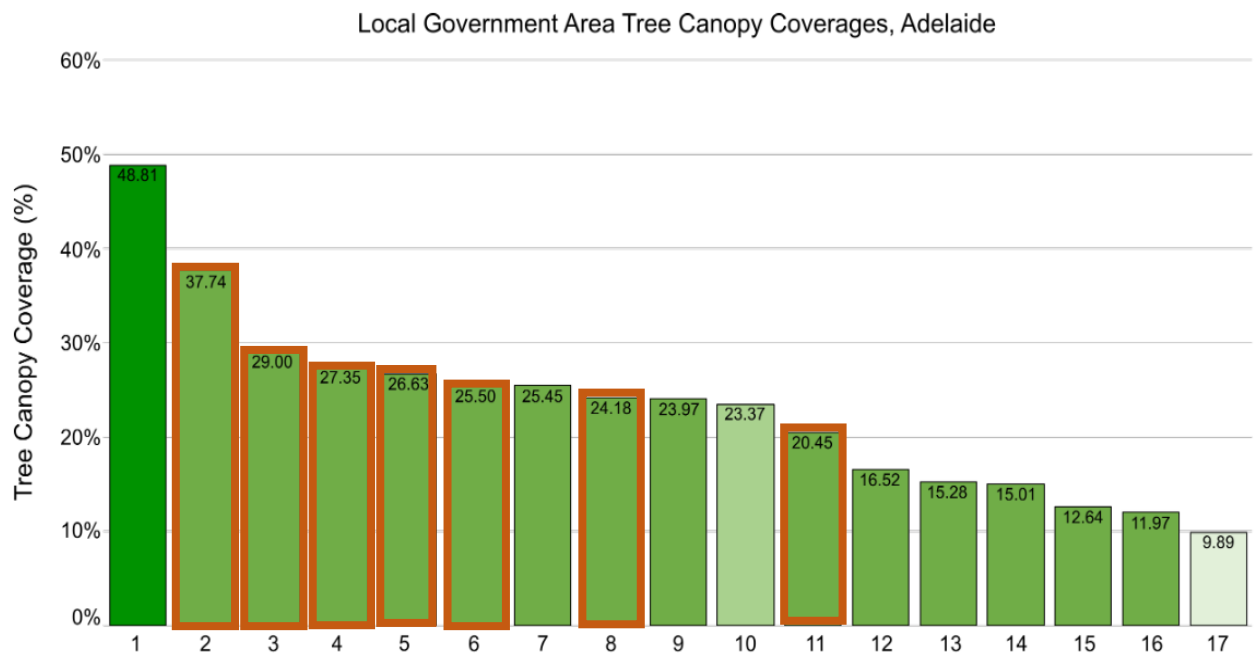
Results for Metropolitan Adelaide

The initial results indicate the amount of canopy cover (vegetation over 3m in height) over various land use and land ownership types within the participating partner councils. In a first for Adelaide, **data captured for every tree greater than three metres** in height on public and private land shows **tree canopy represents 23.37% of the metropolitan study area**.

It is important to note the flyover was completed in 2019 and only includes trees 3m tall and above. Therefore, recent plantings are not captured.

The 30-Year Plan for Greater Adelaide identifies a need to increase and maintain tree canopy cover over 30%. The mapping suggests our greatest opportunity to meet the 30-Year Plan for Greater Adelaide’s target of a 20% increase in urban green cover by 2045 is on private land, as there simply is not enough unplanted space on public land to meet this target alone.

The percent cover of tree canopy of each of the Resilient East council partners is shown in the graph below, taken from the Aerometrex Report. The graph also provides a comparison against other metropolitan councils.



1: City of Mitcham, 2: City of Burnside, 3: City of Tea Tree Gully, 4: Town of Walkerville, 5: City of Unley, 6: City of Adelaide, 7: City of Onkaparinga, 8: Campbelltown City Council, 9: City of Norwood Payneham & St Peters, 10: Metropolitan Adelaide (see glossary for definition), 11: City of Prospect, 12: City of Salisbury, 13: City of Holdfast Bay, 14: City of Marion, 15: City of West Torrens, 16: City of Charles Sturt, 17: City of Port Adelaide Enfield.

Figure 1 - Comparison of LiDAR derived Tree Canopy Coverages for all LGAs that are wholly represented within the study area, as well as the total tree canopy coverage for metropolitan Adelaide (Ref S.J Holt, Aerometrex Ltd, 2020).

Resilient East statistics

The following key statistics are presented for the Resilient East area:

- **28% of the Resilient East area is covered by tree canopy**, compared with 23.37% for the greater metropolitan Adelaide area
- **Eastern Councils are performing above average with total canopy cover.**
- **Public land has the highest proportion of canopy.**

Please see **Figure 2** and **3** for a detailed breakdown of canopy cover in the Resilient East area.

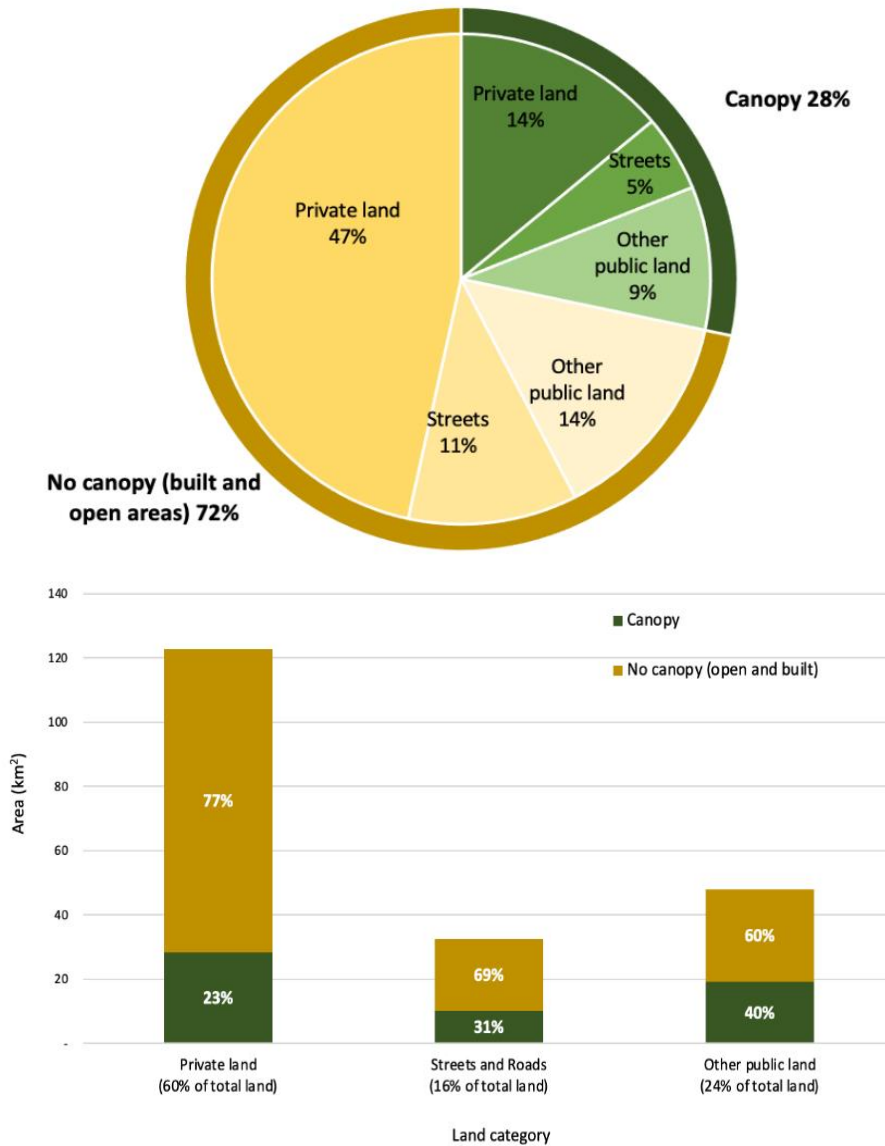


Figure 2 – Canopy coverage in the Resilient East Study Area by land category (canopy = vegetation >3m). Pie chart (top) displays canopy cover (% cover) from the entire study area, whereas the bar graph (bottom) breaks down canopy cover (% cover) within each land category. *note % are rounded figures (i.e. total canopy is actually 28.3%). (Data from S.J Holt, Aerometrex Ltd, 2020).

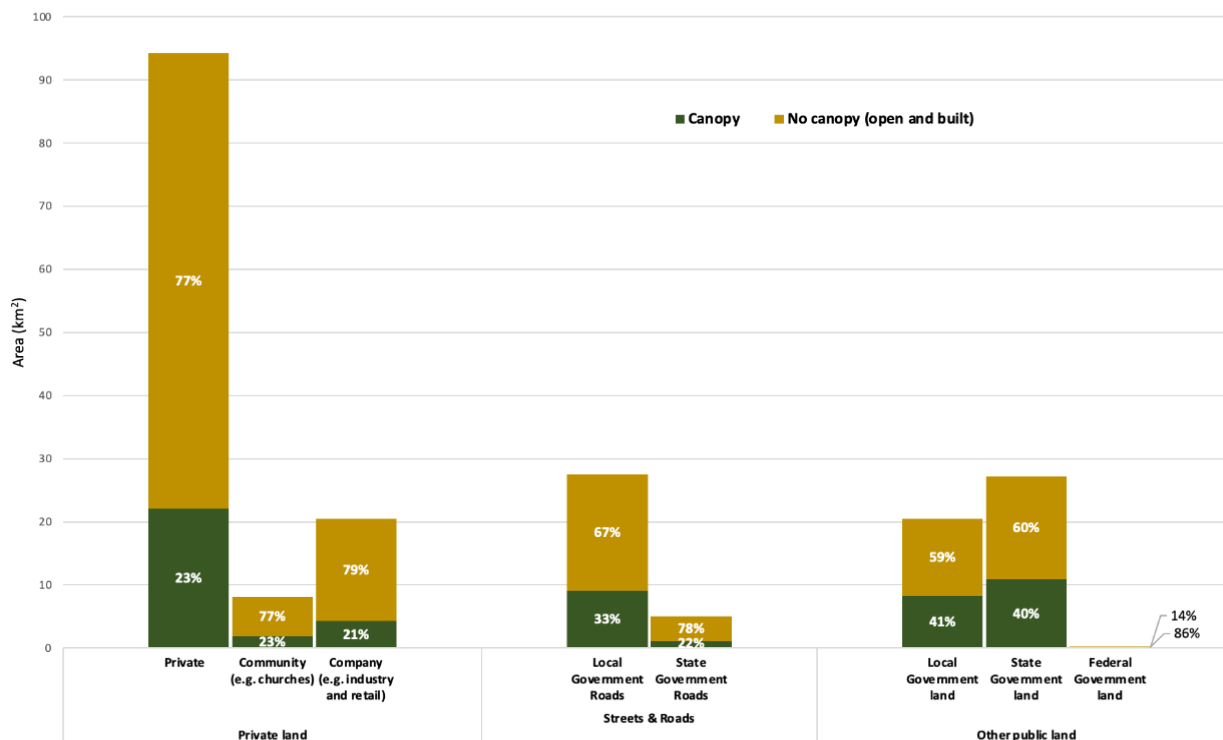


Figure 3 – Canopy coverage (% cover) in the Resilient East Area by land category (canopy = vegetation >3m). *note % are rounded figures (Data from S.J Holt, Aerometrex Ltd, 2020).

Comparing LiDAR

When a second time point of LiDAR data is collected we will be able to measure canopy growth and loss, which will enable more effective decision-making in council processes such as climate mitigation and adaptation strategies, streetscape design and urban greening policy. See Error! Reference source not found. for an example of how the data can be used to compare changes in canopy cover over time (i.e. between multiple data-collection flyovers).

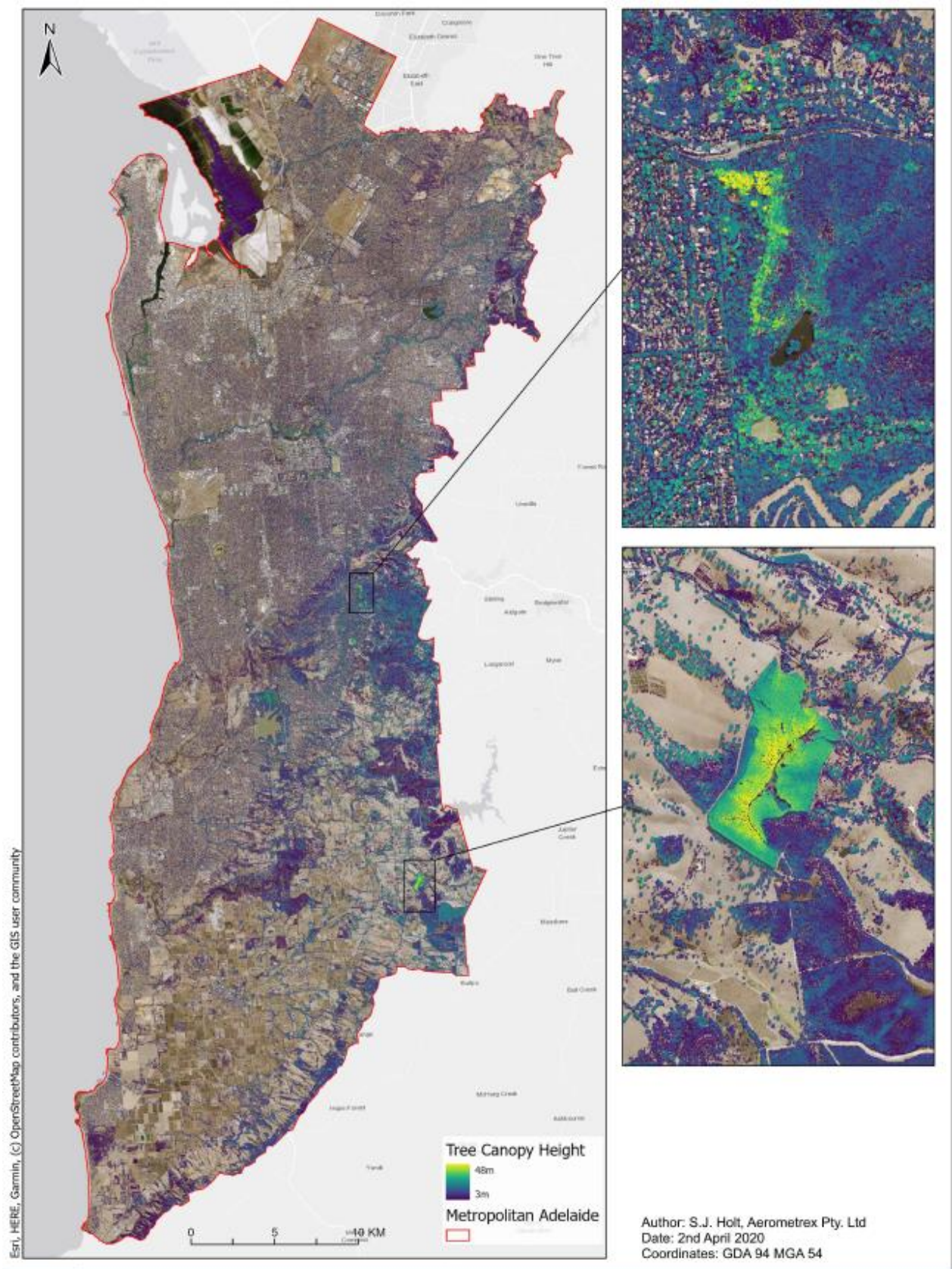
For more information or regarding your own Council details, please speak to your Resilient East Steering Group member.

List of Outputs from the study (been made accessible to all councils)

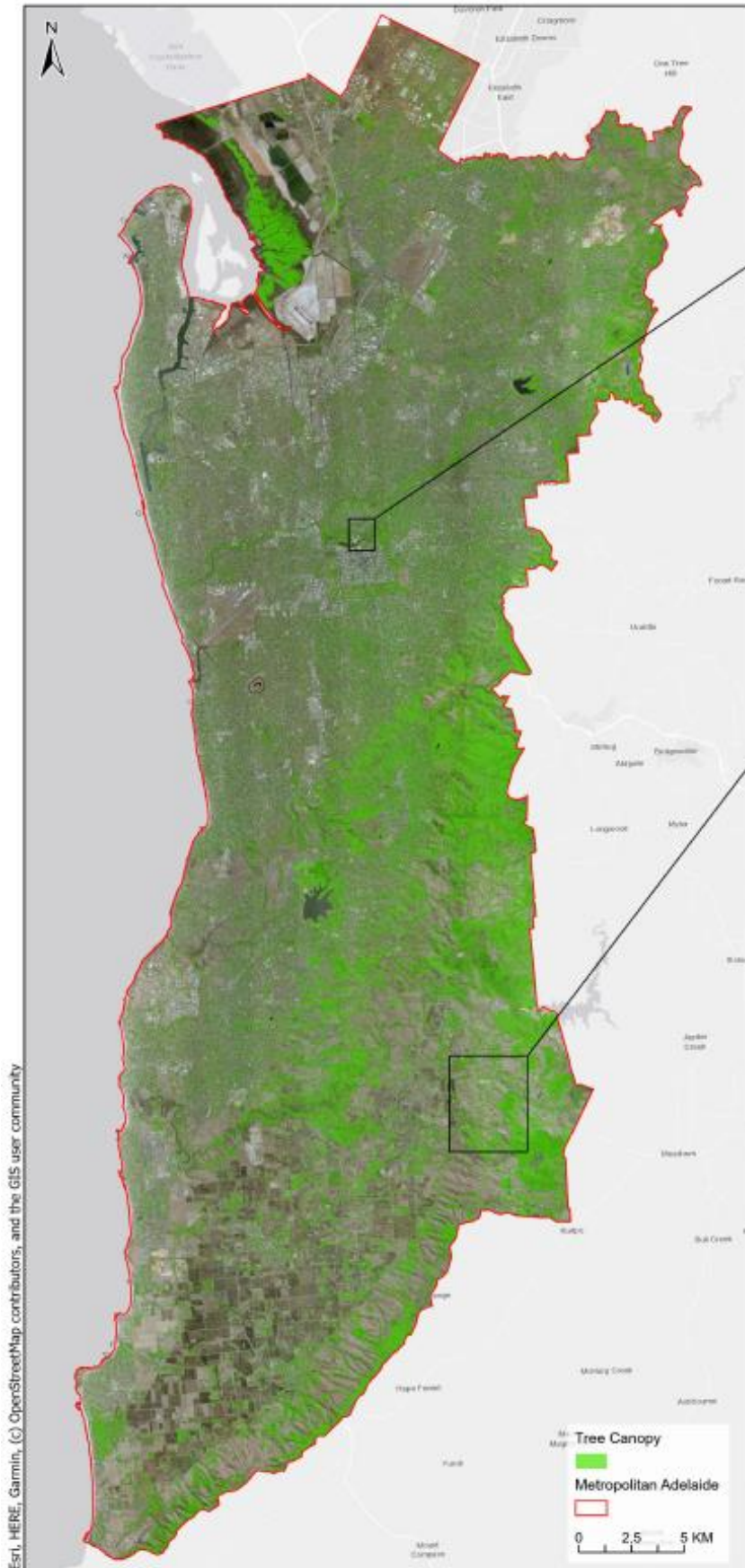
- 1) LIDAR derived tree canopy cover metrics across Adelaide, South Australia – Report 1 – Local Government Areas (S.J. Holt, Aerometrex Ltd, 2020) – **this will be accessible online (DEW Urban Heat and Canopy Mapping)**
- 2) LIDAR derived tree canopy cover metrics across Adelaide, South Australia – Report 2 – Metropolitan Adelaide (S.J. Holt, Aerometrex Ltd, 2020)
- 3) Appendices A-P – Vegetation Analysis of individual Councils
- 4) GIS maps layers – Vegetation metrics
 - a. Digital Canopy Model (continuous height) **(Appendix 1)**
 - b. Canopy Stratification (stratified height)
 - c. Canopy Cover (area) **(Appendix 2)**
 - d. Canopy Coverage for land use
 - e. Canopy Coverage for land ownership
 - f. Vegetation Greenness (Relative Normalised Difference Vegetation Index)
 - g. Percent canopy cover per unit area (100m x 100m canopy) **(Appendix 3)**
- 5) GIS maps layers – Engineering
 - a. Digital Terrain model (bare earth, spatial resolution 1m)
 - b. Contours
 - c. Building Footprints

Appendices

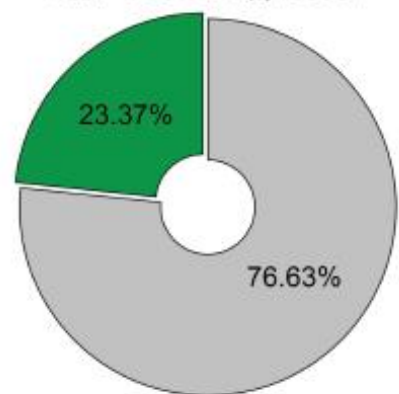
Appendix 1: Digital canopy model - Metropolitan Adelaide. Adapted from S.J. Holt (2020) Aerometrex report.



Appendix 2: Tree Canopy Coverage - Metropolitan Adelaide. Adapted from S.J. Holt (2020) Aerometrex report.



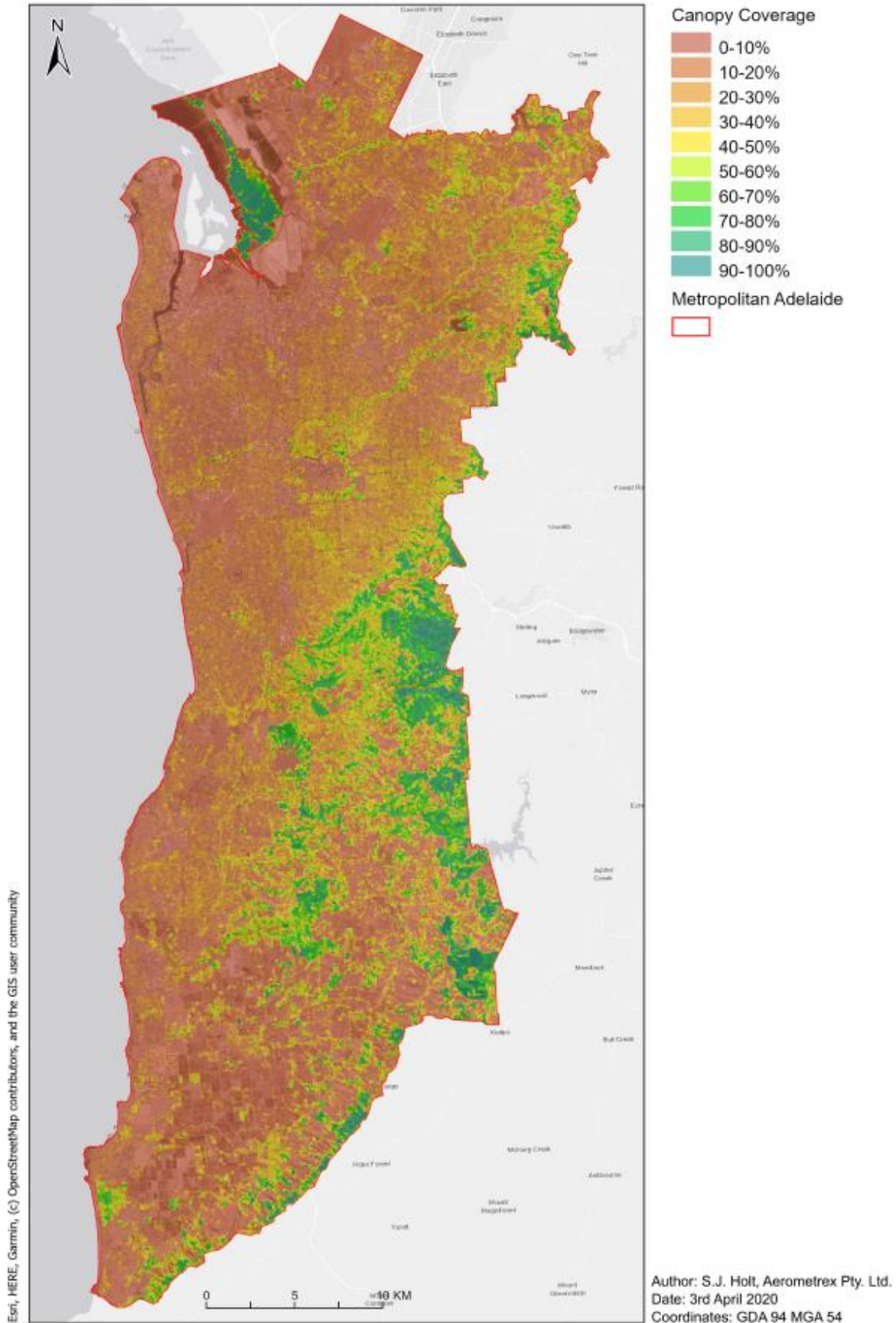
Total Tree Canopy Cover



Author: S.J. Holt, Aerometrex Pty. Ltd.
 Date: 2nd April 2020
 Coordinates: GDA 94 MGA54

Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community

Appendix 3: Canopy Coverage by Unit Area - Metropolitan Adelaide. Adapted from S.J. Holt (2020) Aerometrex report.



Appendix 4: Figure 1: Council Scale Case Study Change in Tree Canopy Height and Figure 2: Significant Canopy Loss and Urban Development – April 218 to March 2020. Adapted from 'Where to next – tree canopy and building change detection using Airborne LIDAR', S.J. Holt, Aerometrex Pty Ltd, June 2020

Figure 1:

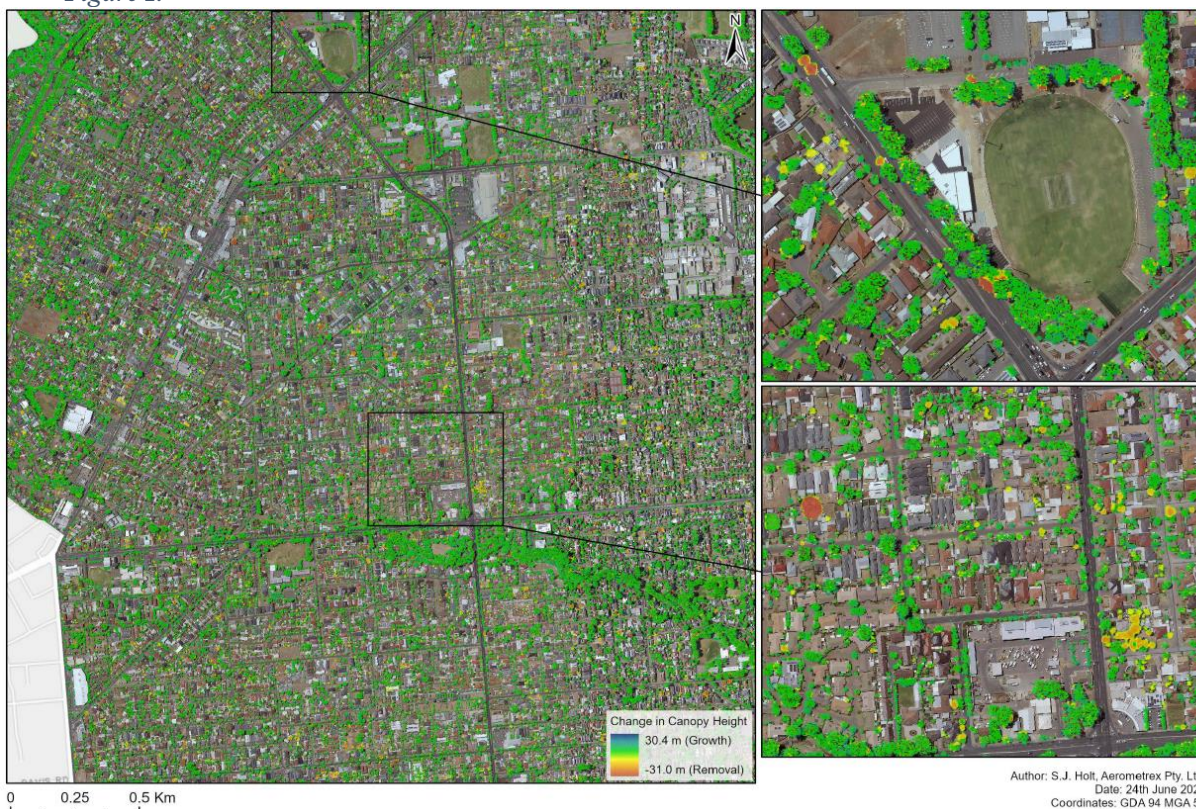
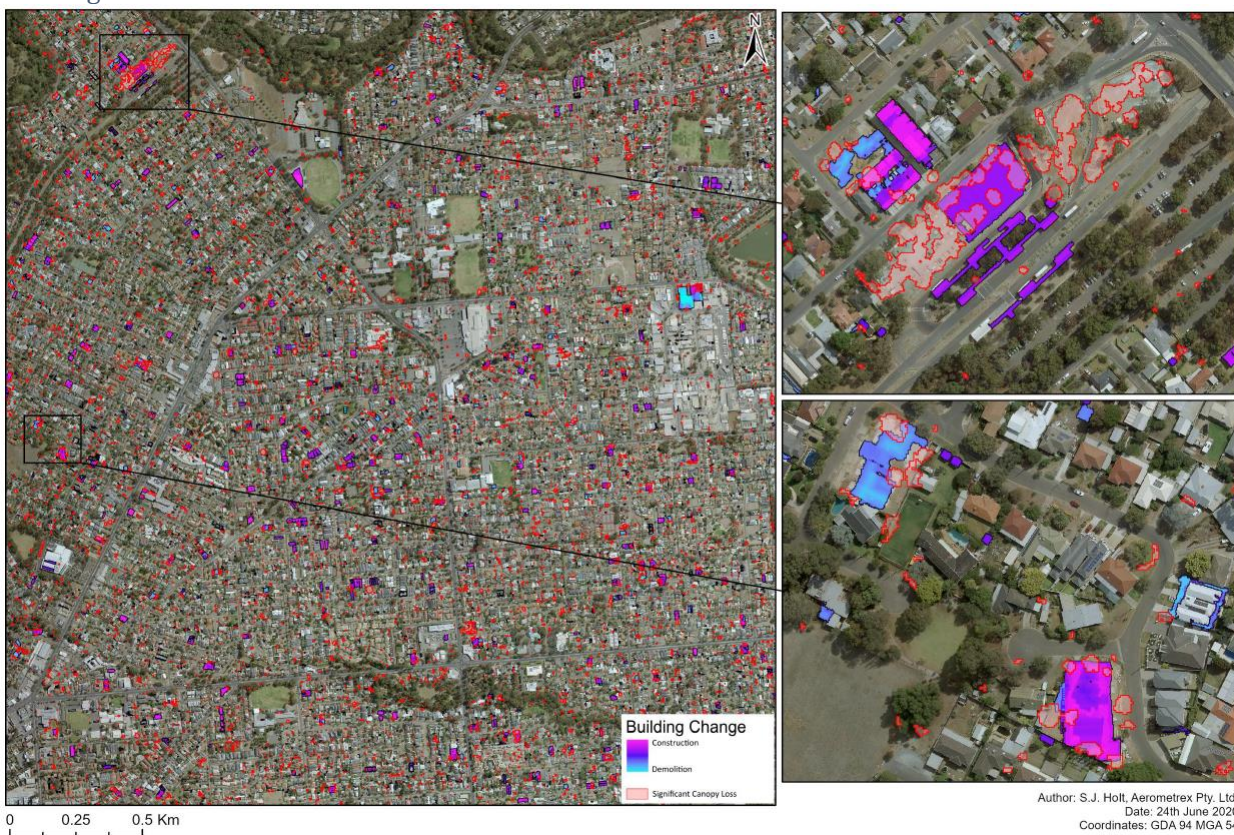


Figure 2:





Item No: 16.1.2

Date: 19 April 2021

Attachment: A, B, C, D

Meeting:	Council
Title:	Local Heritage & Development Plan Amendment Update Report
Responsible Manager:	Group Manager Planning Environment & Regulatory Services, Andreea Caddy
Author:	Group Manager Planning Environment & Regulatory Services, Andreea Caddy
Key Pillar:	Strategic Framework – Key Pillar 5 – Heritage – Protect and maintain the unique history of the township and its buildings
Key Focus Area:	Urban Master Plan
Type of Report:	Information Only

Recommendation

That Council receives and notes the Local Heritage Survey & Development Plan Amendment Update Report.

Summary

This report is intended to provide Council with an overview of recent activity and developments in relation to the status of the Town of Walkerville Local Heritage Contributory Item Review and subsequently informed Statement of Intent (SOI) lodged with the Minister for Planning in November 2019. After months of negotiations with the State Government, delays in consultant availability and obtaining a closed hearing before the State Planning Commission, the Town of Walkerville Statement of Intent was elevated to the Minister and endorsed on 23 March 2021, see Attachment A. The SOI is now a Development Plan Amendment (DPA) which is currently out for public consultation until 3 June 2021.

Further to this update, this report will outline what the next steps are for Administration in progressing the DPA during the public consultation period, the approach to any listing objections by owners and the pertinent timelines to be observed and met, as well as activities required in order to ensure the DPA is completed and lodged with the Minister by the due date of 30 June 2021.

Background

Council will recall that in mid-2019, that in alignment with Council resolution **CNC401/18-19**, Administration undertook a desktop analysis of the existing 545 Contributory Items within the Township. The review yielded some 60+ properties deemed to warrant further investigation into their merits for Local Heritage listing, as per the criteria outlined in Section 23(4)(a) *Development Act 1993*. The shortlist was then provided to an independent Heritage Architect, Andrew Stevens and Architectural Historian, Kenan Henderson along with all previous historical studies into the heritage, character and pattern of development pertaining to the Town of Walkerville. During the investigations period, the following documents have been consulted and appropriately referenced:

- Heritage Survey of the Town of Walkerville Volume 1 2005
- Heritage Survey of the Town of Walkerville Volume 2 2005
- Heritage Survey of the Town of Walkerville Additional Documentation Local Heritage Places
- Walkerville Council Assessment of 14 Local Heritage Places 2001
1988 Heritage Survey prepared by Historical Consultants Pty Ltd (inc. in SA).

The historical information from these reports was reviewed, incorporated in and acknowledged in the preparation of the proposed draft DPA thematic history. The final list of identified properties was 54 and affected the following suburbs within the Town of Walkerville:

- Gilberton
- Walkerville
- Medindie.

As previously stated this DPA is not a township wide heritage survey and does not seek to list newly identified Local Heritage places, but rather elevate worthy Contributory Items to Local Heritage status, in accordance with Section 23(4)(a) of the *Development Act 1993*. No identified Contributory Items sought for elevation fall outside of existing, prescribed Residential Character Zones.

In addition to identifying potential Local Heritage places within the existing Township of Contributory Items, the investigative requirements to undertake a DPA required Administration to assess the extent to which the proposed Amendment:

- accords with the Planning Strategy
- accords with the Statement of Intent
- accords with other parts of council's Development Plan
- complements the policies in Development Plans for adjoining areas
- accords with relevant infrastructure planning
- satisfies the requirements prescribed by the *Development Regulations 2008*.

In summary, the draft DPA proposes the following changes:

- The elevation of 54 Contributory Items to become Local Heritage Places and their insertion into Table Walk/5 Local Heritage Places of the Walkerville Development Plan as recommended by the Town of Walkerville Heritage Review 2020.
- The deletion of the corresponding 54 Contributory Items from Table Walk/4 Contributory Items, Walkerville Development Plan.
- Amended Overlay Heritage Maps/2 & 3 to reflect increase in Local Heritage Places and reduction in Contributory Items, respectively.
- No changes to development and land use policy.
- No changes to State Heritage places as they exist in the Town of Walkerville.

The DPA seeks to amend the current Development Plan. The State Government has undertaken a suite of reforms to the Planning System, which seeks to achieve better outcomes for South Australia's economy, environment and communities. The new *Planning, Development and Infrastructure Act 2016* and a new Planning and Design Code - now operational, underpin the planning reforms. This DPA accords with the reforms and will be consistent with the directions of the new planning system particularly where it seeks to sustain the heritage, character and scale of valued residential precincts, ensure heritage places and areas of heritage value are appropriately identified and their conservation promoted.

The DPA is consistent with the relevant key strategic documents including:

- State Government's 30-Year Plan for Greater Adelaide
- Urban Masterplan for the Town of Walkerville (2009)
- Town Centre DPA (2013/2014)
- Strategic Directions Report – Section 30 (2010)

- 2020-2024 Living in the Town of Walkerville: A Strategic Community Plan

The images as found in Attachment A & B, reflect the affected Development Plan (Heritage Overlay Maps) and areas. Town of Walkerville currently boasts 80 Local Heritage Places. The identification of an additional 54 places does not guarantee legislative recognition.

Following is a list of the recommended policy changes based on the investigations of this DPA:

- The addition of 54 new Local Heritage Places in private ownership recommended by the Town of Walkerville Council Local Heritage Review 2020 into Table Walk/5 of the Walkerville Council Development Plan.
- The deletion of the corresponding 54 Contributory Items from Table Walk/4 Walkerville Council Development Plan.
- Replacement of Contributory Item shading on affected parcels with Local Heritage Place symbols on Heritage Overlay Maps; Walk/2 & Walk/3.
- No changes to development and land use policy. A comprehensive summary, including

A comprehensive summary, including a summary of the conclusions drawn from the investigations, is contained in the draft DPA document available on Council's website under Public Consultation.

Next Steps

The public consultation period of the proposed draft DPA commenced at 9am on Thursday 8 April 2021 and will close at 5pm on Friday 3 June 2021, ensuring the legislated 8 week period for open submissions is met.

During the period of public consultation, three (x3) proposed public meetings will be held in the Town of Walkerville Civic Centre. The meetings have been scheduled at various times and on varying days of week to ensure all interested/affected residents have an opportunity to attend. A timeline of the public consultation can be reviewed in Attachment D.

Once public consultation is completed, Administration will host a public hearing to any residents who have made a submission on 8 June 2021, at the Town of Walkerville Civic Centre. The hearing will be before the Strategic Planning & Policy Committee and inform Administration in finalising the draft DPA.

When Administration has considered the public submissions received/heard, appropriate changes will be made. A report on this (the Summary of consultations and proposed amendments report) will be put to Council for decision at its 21 June 2021 Ordinary Council Meeting, prior to its submission to the Minister. The Minister will then either approve (with or without changes) or refuse the DPA.

Attachments

Attachment A	Ministerial Letter - CRISTOL Kiki - 23Mar21
Attachment B	Overlay Map Walk 2 rev1
Attachment C	Overlay Map Walk 3 rev1
Attachment D	Public Consultation Timeline

The Hon Vickie Chapman MP

2019/17456/01

23 March 2021

Ms Kiki Cristol
Chief Executive Officer
Town of Walkerville

By email: kcristol@walkerville.sa.gov.au

Attention: Ms Andreea Caddy, Group Manager Planning,
Environment & Regulatory Services



**Government
of South Australia**

Deputy Premier

Attorney-General

Minister for Planning
and Local Government

GPO Exchange
10 Franklin Street
Adelaide SA 5000

GPO Box 464
Adelaide SA 5001
DX 336

Tel 08 8207 1723
Fax 08 8207 1736

Dear Ms Cristol

I write in response to Council's request seeking my authorisation of a Statement of Intent (SOI) in relation to the Local Heritage in Transition Development Plan Amendment (DPA).

This Government is committed to the protection of this state's heritage. I am pleased that the State Planning Commission has responded to community and Council feedback and represented contributory items in the Planning and Design Code (the Code) as Representative Buildings.

Elevating important buildings to Local Heritage is an important part of our new system and I agree that this SOI forms an appropriate basis for the preparation of the proposed DPA pursuant to section 25(1) of the *Development Act 1993* (the Act). A copy of the endorsed SOI is attached.

However, please note that my approval of the SOI does not represent a final position on the suitability of the individual listings. Council will need to ensure that submissions are thoroughly reviewed and the final DPA submitted for approval provides appropriate justification against the criteria in section 23(4) of the Act for each property proposed to be listed.

In accordance with the requirements of section 25(12) of the Act, Council is required to undertake direct notification with the owner of any property proposed to be listed as a Local Heritage Places in the DPA at or before the time that the DPA is released for public consultation.

Council is reminded that the Planning, Development and Infrastructure (Transitional Provisions) Regulations 2017 allow for Heritage in Transition DPAs to be lodged before 1 July 2021 for my approval. If the DPA is lodged after this date it will lapse and a new process will need to be undertaken under the *Planning, Development and*

Infrastructure Act 2016. Given the limited time available, Council is encouraged to proceed to consultation as a matter of priority.

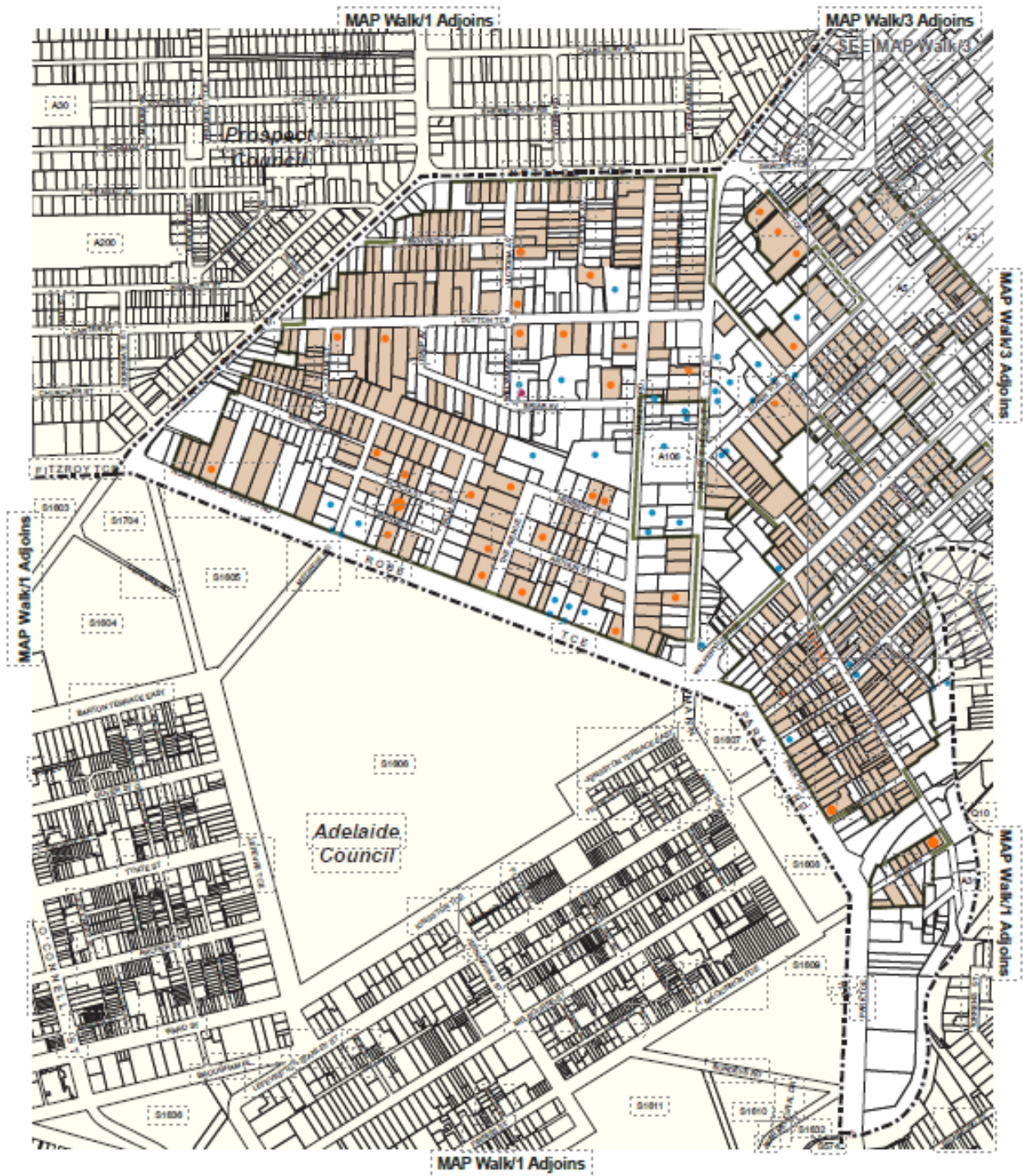
If you require any assistance or additional information, please contact Ms Abi Coad, Senior Planner of the Attorney-General's Department on 7109 7039 or at abi.coad@sa.gov.au.

Yours sincerely



VICKIE CHAPMAN MP
DEPUTY PREMIER
MINISTER FOR PLANNING AND LOCAL GOVERNMENT

Att: Town of Walkerville – Local Heritage in Transition Statement of Intent



Heritage points are indicative only.
For further information on State and Local Heritage Places and Contributory Items please refer to the relevant tables within this document.

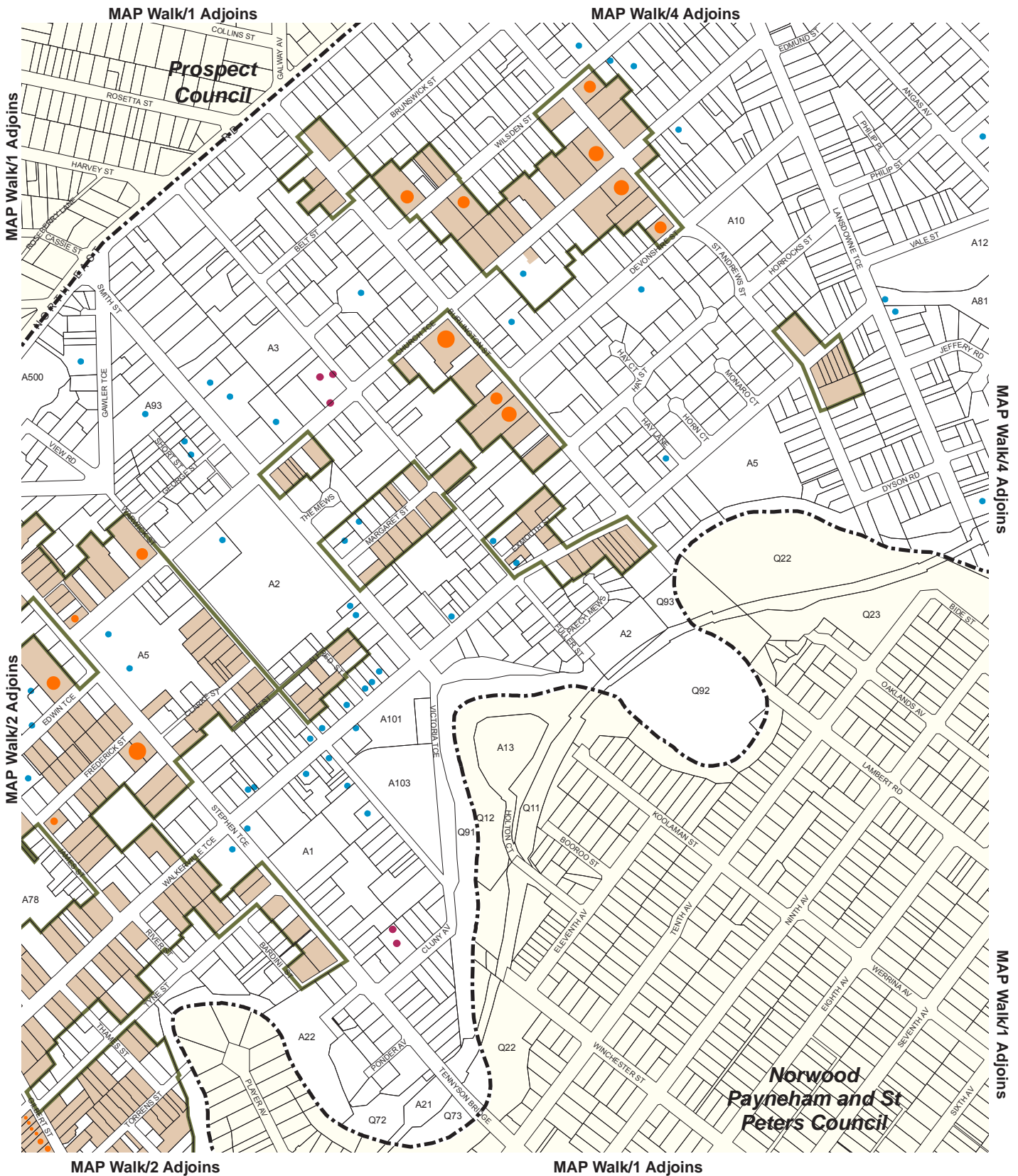


- Proposed Local Heritage Places
- State heritage place
- Local heritage place Historic
- Conservation Area Contributory Item
- Development Plan Boundary

Overlay Map Walk/2

HERITAGE

WALKERVILLE COUNCIL
AMENDED Consolidated - 8 October 2016



Heritage points are indicative only.
 For further information on State and Local Heritage Places and Contributory Items please refer to the relevant tables within this document.



- Proposed Local Heritage Places
- State heritage place
- Local heritage place Historic
- Conservation Area Contributory item
- Development Plan Boundary

Overlay Map Walk/3

HERITAGE

WALKERVILLE COUNCIL

Town of Walkerville

LOCAL HERITAGE DPA – Timeline 2021

ACTIVITY	WEEK 0 6/04/21-9/04/21	WEEK 1 8/04/21 – 15/04/21	WEEK 2 15/04/21-22/04/21	WEEK 3 22/04/21 – 29/04/21	WEEK 4 29/04/21 – 6/05/21	WEEK 5 6/05/21 – 13/05/21	WEEK 6 13/05/21 – 20/05/21	WEEK 7 20/05/21 – 27/05/21	WEEK 8 27/05/21 – 3/06/21	WEEK 9 3/06/21-10/06/21	WEEK 10 17/06/21 -24/06/21
Letters to owners		PUBLIC CONSULTATION									
PUBLIC MEETING		GAZETTAL NOTICE	Wednesday 21/04/2021		Wednesday 5/05/2021		Saturday 22/05/2021			PUBLIC HEARING 8 June 2021 (Tbc) for Community Members wanting to be heard	ORDINARY COUNCIL MEETING 21 June 2021 for Council endorsement prior to final DPA lodgment with Minister
GAZETTAL NOTICE		<i>The Advertiser Notice</i>	PUBLIC MEETING 5-7pm		PUBLIC MEETING 5-7pm		PUBLIC MEETING 10am-12pm				
<i>The Advertiser Notice</i>		Weekly Round-Up	Weekly Round-Up	Weekly Round-Up	Weekly Round-Up	Weekly Round-Up	Weekly Round-Up	Weekly Round-Up			
Weekly Round-Up		Weekly Round-Up	Weekly Round-Up	Weekly Round-Up	Weekly Round-Up	Weekly Round-Up	Weekly Round-Up	Weekly Round-Up			
Summary of Consultation & Proposed Code Amendment											
Active monitoring of hard copy and electronic submission received											

Meeting:	Council
Title:	Elected Members Allowances and Benefits Register- Ending 31 March 2021
Responsible Manager:	Group Manager Corporate Services - Monique Palmer
Author:	Group Manager Corporate Services - Monique Palmer
Key Pillar:	Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation
Key Focus Area:	Financial Guiding Principle 1- Finances managed responsibly
Type of Report:	Information Only

Recommendation

That Council receives and notes the Elected Members Allowance and Benefits Register for the period ending 31 March 2021.

Summary

Attachment A provides Council will a summary of all Elected Members Allowance and Benefits received for the period 1 July 2020 to 31 March 2021.

Background

In accordance with section 79 of the *Local Government Act 1999* (Act) and to promote openness, transparency and probity, the Chief Executive Officer is required to maintain a register, which details the allowances, reimbursements, support and benefits provided to Elected Members (Attachment A).

The register will be updated each quarter and is required to be made publicly available on Council's website.

The Elected Member Allowances is determined by a "Determination of the Remuneration Tribunal Allowances for Members of Local Government Councils", which has jurisdiction under section 76 of the Act. There are five (5) Council Groups identified by the Remuneration Tribunal. The Town of Walkerville falls into Group 4.

For the purpose of the Remuneration Tribunal Determination the following will apply:

- the annual allowance for Principal Member of a Council will be equal to four (4) times the annual allowance for Councillors of that Council;
- the annual allowance for a Deputy Mayor or Presiding Member of a prescribed committee or more than one prescribed committees established by Council, will be equal to one and a quarter (1.25) times the annual allowance for Councillors of that Council;

- an additional allowance of \$110 per meeting (limited to an aggregate amount of \$660 per annum) in the form of a sitting fee is payable to a Councillor (other than the Principal Member or Deputy Member or a Presiding Member of a prescribed committee) who is the Presiding Member of a committee, that is not a prescribed committee.

Prescribed Committees for the purpose of the Remuneration Tribunal Determination, is a committee formed to perform and assist Council or provide advice to Council in any of the following areas or any combination thereof:

- Audit
- Chief Executive Officer performance review
- Corporate Services
- Finance
- Governance
- Infrastructure and works
- Risk Management
- Strategic planning and development

In accordance with section 79 of the *Local Government Act 1999* and to promote openness, transparency and probity, the Chief Executive Officer is required to maintain a register which details the allowances, reimbursements, support and benefits provided to Elected Members (Attachment A).

Attachment/s

Attachment A	Summary – Elected Members Allowance & Benefits Register for the Period ending 31 March 2021
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Summary - Elected Members Allowances & Benefits Register - 01 July 2020 to 31 March 2021
Sec 76 - 80A of the Local Government Act 1999

	Allowance (Sec 76)	Reimbursed Expenses (Sec 77)	Phone/Data (Sec 77)	Vehicle Running Costs (Sec 77)	Taxi Fares (Sec 77)	Air Fares (Sec 77)	Mileage (Sec 77)	Meals	Training & Conferences (Sec 77)	Accommodation (Sec 77)	Facilities & Support (Sec 78)	Other	Total
Mayor Elizabeth Fricker	30,974.43	0.00	531.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31,506.24
Cr. MaryLou Bishop	8,506.60	0.00	122.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,629.36
Cr. James Williams	9,690.82	0.00	122.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,813.58
Cr. Norman Coleman	7,752.65	0.00	122.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,875.41
Cr. James Nenke	7,752.65	0.00	122.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,875.41
Cr. Stephen Furlan	7,752.65	0.00	122.76	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	7,975.41
Cr. Conrad Wilkins	7,752.65	0.00	122.76	0.00	16.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,891.91
Cr. Robert Ashby	8,936.87	0.00	122.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,059.63
Cr. Jennifer Joshi	7,752.65	0.00	122.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,875.41
Total	\$ 96,871.97	\$ -	\$ 1,513.89	\$ -	\$ 16.50	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ -	\$ -	98,502.36



Item No: 16.3.2
Date: 19 April 2021
Attachment: A

Meeting: Council

Title: Community Services Quarterly Report – January to March 2021

Responsible Managers: Group Manager Customer Experience, Danielle Garvey; Manager Community Development & Engagement, Fiona Deckert; Group Manager Planning, Environment & Regulatory Services, Andreea Cady (expiations); Group Manager Corporate Services, Monique Palmer (email spam).

Authors: Group Manager Customer Experience, Danielle Garvey (statistics); Manager Community Development & Engagement, Fiona Deckert (programs & events listing).

Key Pillar: Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation

Key Focus Area: Living Walkerville - Wellbeing for every age and stage

Type of Report: **Information Only**

Recommendation

That Council receives and notes the Community Services Quarterly Report for the period January to March 2021.

Summary

This report provides Council with an update on **all** community service activities and initiatives being undertaken in the township across the organisation.

Background

Previously individual quarterly reports have been produced for Customer Experience and Community Development and Engagement. Going forward Administration has combined these reports to provide Council with one report inclusive of all Council program and event activities across the organisation.

Attachment

Attachment A	Community Services Quarterly Report January to March 2021
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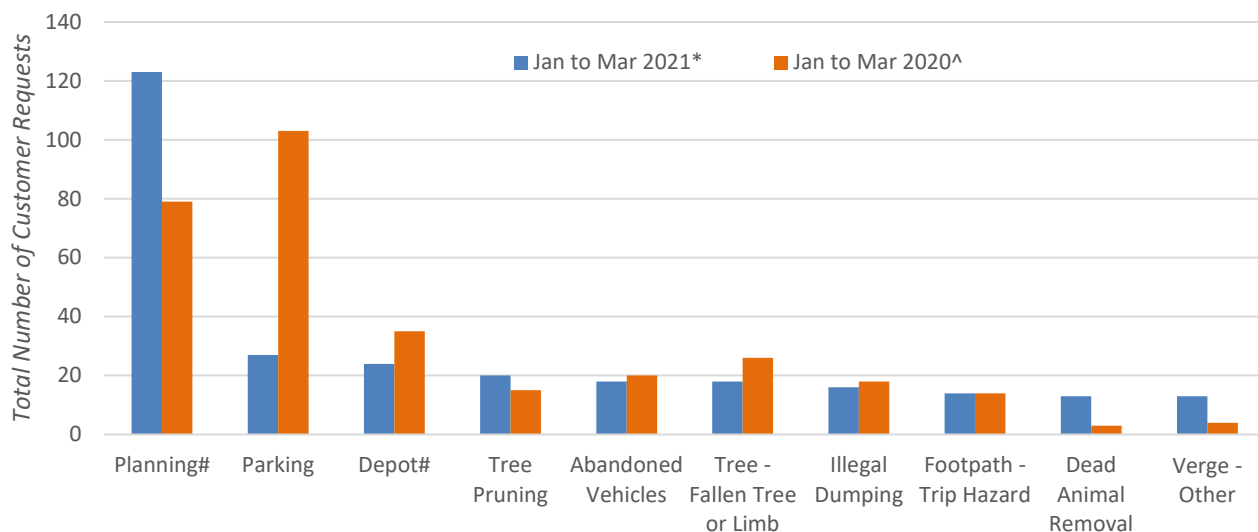
COMMUNITY SERVICES QUARTERLY REPORT - JANUARY TO MARCH 2021

CUSTOMER REQUEST ACTIVITY OVERVIEW - TOP TEN TOPICS

TYPE OF ENQUIRY	January to March 2021*	January to March 2020^
Planning#	123	79
Parking	27	103
Depot#	24	35
Tree Pruning	20	15
Abandoned Vehicles	18	20
Tree - Fallen Tree or Limb	18	26
Illegal Dumping	16	18
Footpath - Trip Hazard	14	14
Dead Animal Removal	13	3
Verge - Other	13	4
TOTAL – CR TOPIC TOP 10	286	317
TOTAL - OVERALL CR'S FOR PERIOD	504	541
% - CR TOPIC TOP TEN / TOTAL CR'S FOR PERIOD	57%	59%

Include phone messages; * Data accurate as at 1 April 2021; ^ Data accurate as at 1 April 2020.

The new Planning System came into effect 19 March 2021 and changes in process has resulted in a significant increase in Planning phone messages taken since implementation.



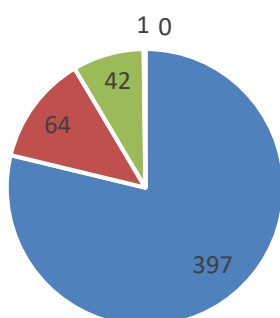
Customer Request Topics - Top Ten

CUSTOMER REQUEST METHOD OVERVIEW – TOTAL

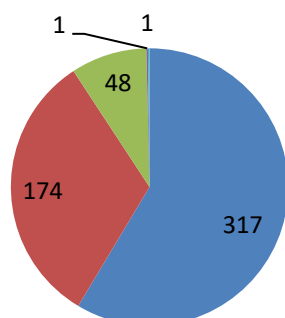
METHOD OF ENQUIRY	January to March 2021*	January to March 2020^
Telephone	397	317
Email	64	174
In Person	42	48
Mail	1	1
In the Field	0	1
TOTALS	504	541

* Data accurate as at 1 April 2021; ^ Data accurate as at 1 April 2020.

Jan to Mar 2021*



Jan to Mar 2020^



CUSTOMER REQUEST ACTION STATUS OVERVIEW - TOTAL

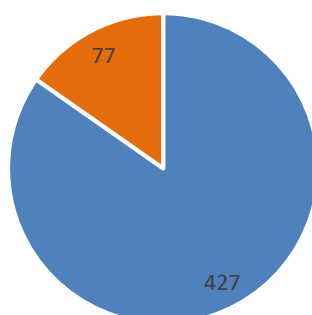
STATUS OF ENQUIRY	January to March 2021*	January to March 2020^
Customer Requests responded to/No further action required	427	467
Customer Requests outstanding/further action required	77	74
TOTAL	427	467

* Data accurate as at 1 April 2021; ^ Data accurate as at 1 April 2020.

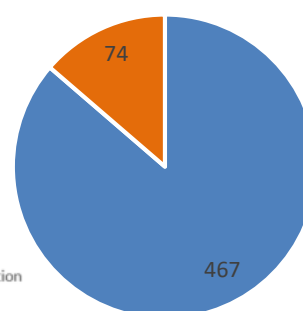
Jan to Mar 2021 total customer requests outstanding include - Schedule Maintenance/In Progress x 14 and phone messages not marked as No Further Action x 22; balance CR's outstanding/further action required = 41.

Jan to Mar 2020 total customer requests outstanding include – Scheduled Maintenance/Under Investigation/In Progress x 12 and phones messages not marked as No Further Action x 19; balance CR's outstanding/further action required = 43.

Jan to Mar 2021*



Jan to Mar 2020^



CALL CENTRE OVERVIEW – TOTAL

	January to March 2021	January to March 2020
Average length of call	0:02:53	0:03:43
Resolved at First Point	2,686	1,516
Further Action Required	15	2,549
TOTAL CALLS RECEIVED	2,701	4,065
% Resolved at First Point	99%	37%
% Further Action Required	1%	63%

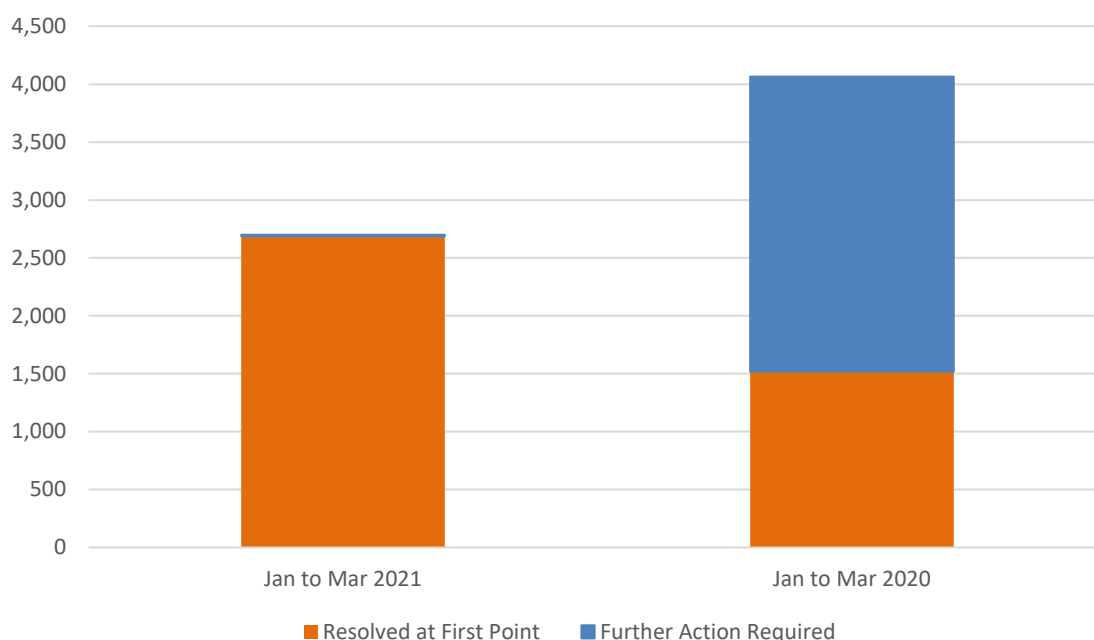
In May 2020, the MiCollab phone system was replaced with the 3CX system. As a result:

- 2020 result include ring, talk and processing time = total handling time, as reported by the former phone system, Micollab;
- 2021 figures include talk time only, as reported by the new phone system, 3CX; average ring time to answer for the 2020 reporting period was 21 seconds.

From 20/21FY, Resolved At First Point methodology was adjusted to measure Call Centre performance only, and the Customer Experience teams ability to resolve incoming calls within their level of responsibility and delegation in the first instance, providing a more accurate indication of this Call Centre Key Performance Indicator. This has resulted in:

- 2020 figures based on overall organisational performance resolving a customer enquiry to the Call Centre in the first call received (gross); and
- 2021 figures based on the Call Centre’s performance only and the Customer Experience teams ability to resolve enquiries to the Call Centre in the first instance, within the expectations of their customer service role (net).

First Call Resolution



LIBRARY ACTIVITY OVERVIEW – TOTAL

	January to March 2021	January to March 2020	January to March 2019
Library Visits	13,004	14,939	16,795
Loans (in Library)	19,484	21,593	18,819
Loans (eBooks, eAudiobooks, eMagazines*)	10,703	10,277	3,592
Total Loans	30,187	31,870	22,411
Public Access Computer Users	685	1,173	1,407
Public Wireless Internet Users	448**	608	794

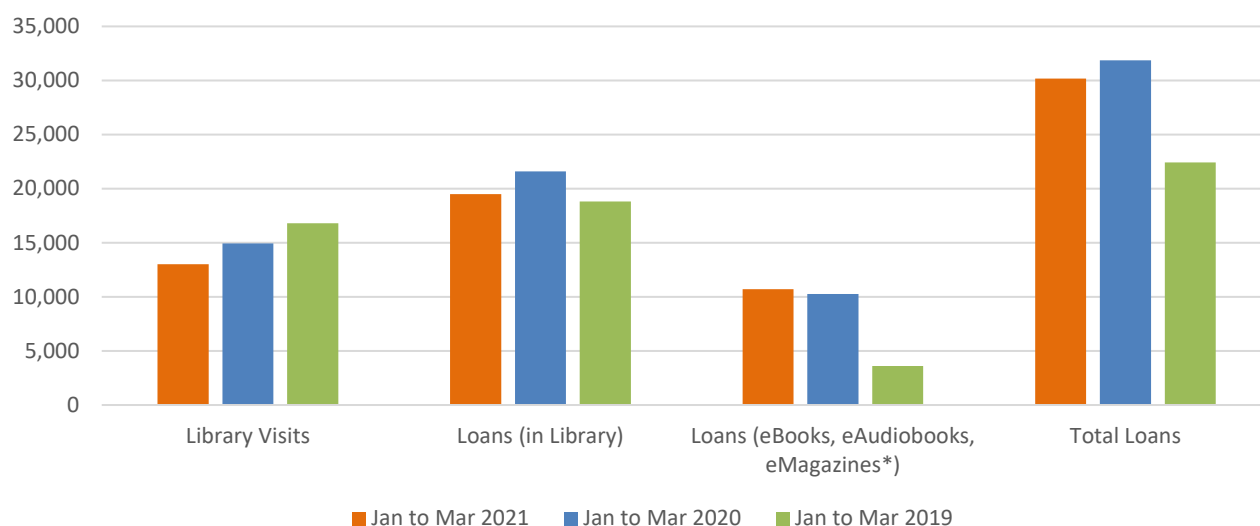
*eMagazine supplier and in turn reporting changed in 2020, reflecting total articles and issues downloaded, rather than issues only as previously reported.

** Public Wi-Fi data for March 2021 was not available at time of report.

Library visits remain low compared with pre-COVID19 attendances and whilst there was a 15% decrease between Jan and Mar 2021 compared with the 2020 quarter, the reporting quarter saw a 20% increase in library visits from the prior (Oct to Dec 20) quarter (which saw 32% less library visits compared with the 2019 quarter).

Library physical loans were 5% lower, whilst digital loans increased by 4%, on the 2019 period, resulting in a net reduction of 5% in overall library loans for the 2021 quarter, in comparison with the 2020 quarter; whilst seeing a 13% increase in overall library loans on the Oct to Dec 2020 quarter.

Free public PC usage continues to be impacted by COVID-19 restrictions. Wi-Fi usage is not comparable with March 2021 data unavailable at time of reporting.



Friends of Walkerville Library:

The Friends of Walkerville Library met on 18 February 2021 and a report on the library's activities for the period were presented to the members. At the November 2020 and February 2021 meetings, Friends were presented with proposal to fund a 3D printer for community activities and library programs. This was accepted by the committee and will implemented before the end of financial year.

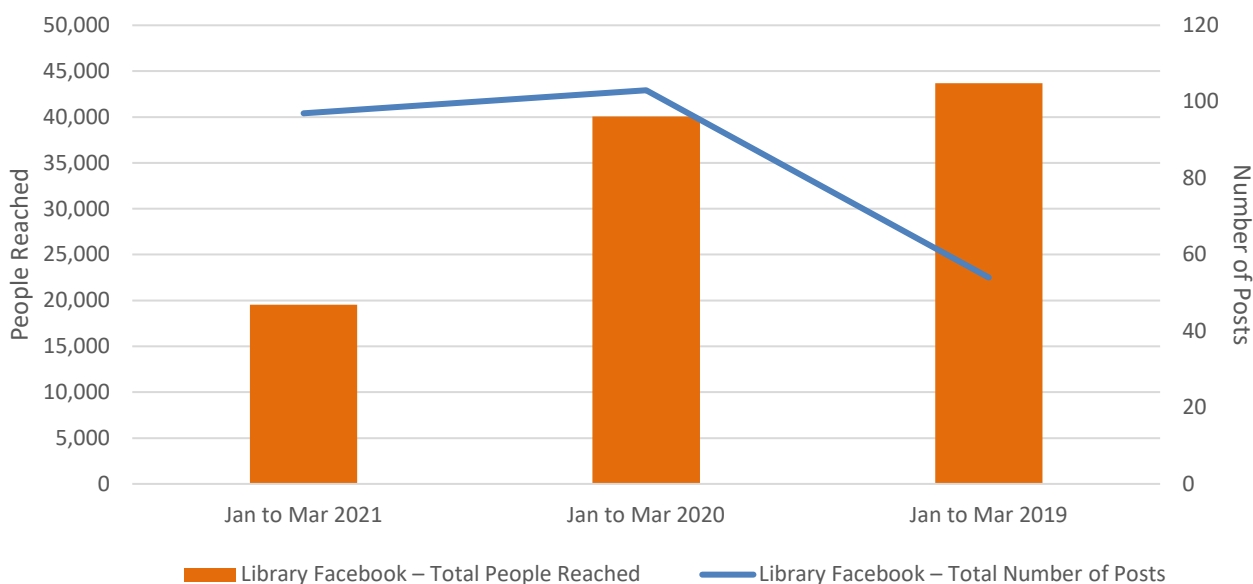
SOCIAL MEDIA ACTIVITY OVERVIEW - TOTAL

		January to March 2021	January to March 2020	January to March 2019
Walkerville Library Facebook Page	Total Number of Posts	97	103	54
	Total People Reached	19,553	40,055	43,699
Town of Walkerville Facebook Page	Total Number of Posts	75	35	27
	Total People Reached	13,703	10,995	9,413

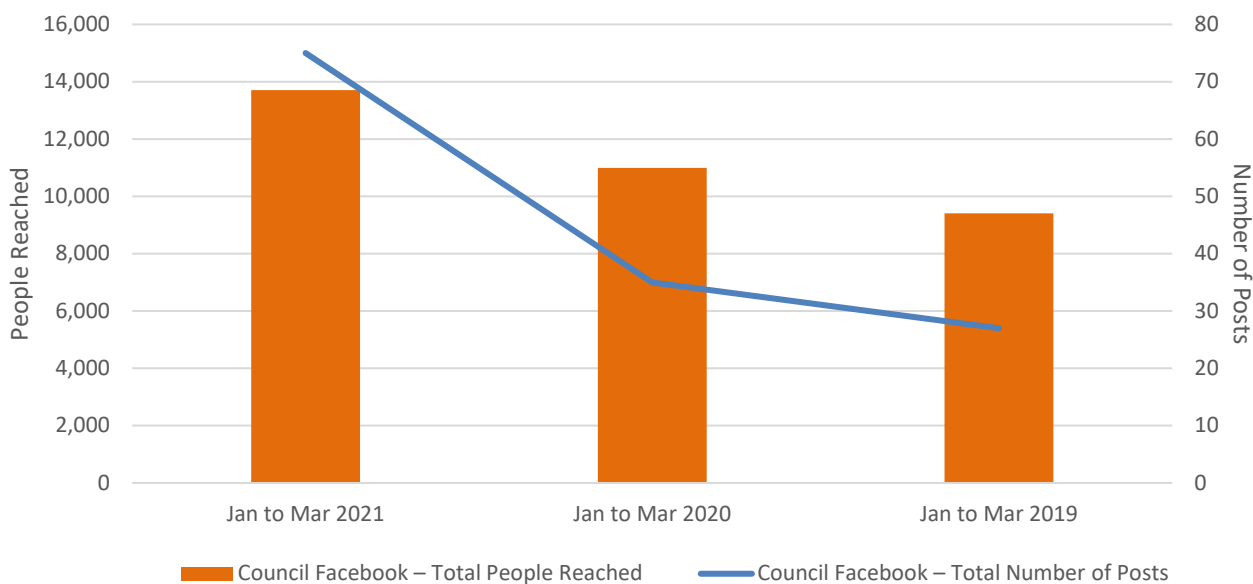
NB. Library Facebook 2021 data includes boosted (paid) posts reaching 15,860 people total; there were no boosted posts in the 2020 and 2019 periods.

NB. Town of Walkerville Facebook 2021 data includes boosted (paid) posts reaching 13,684 people total; there were no boosted posts in the 2020 and 2019 periods.

Library Facebook Activity



Council Facebook Activity



The Library's most popular organic (unpaid) Facebook posts for January to March 2021 were:

1. "Everyone meet Jovi!" post, reaching 500 people;
2. "Cozmo in love" video post, reaching 460 people;
3. "We let our imaginations run wild today during our clay creation workshop" post, reaching 327 people.

Walkerville Library added a new photo to the album Dogs of Walkerville.
12 March · 🌐

Everyone meet Jovi! Jovi came in with Prue to visit friend Zoran and meet the rest of the Walkerville team!




500 People reached **73** Engagements [Boost post](#)

👍❤️ Sheree Wothe, Ewa Andruszko and 5 others 3 Comments 2 shares

👍 Like 💬 Comment ➦ Share

Walkerville Library is 🥰 feeling loved.
12 February · 🌐

#libraryloversday



Cozmo in love
00:18

460 People reached **73** Engagements [Boost post](#)

👍❤️😄 8 1 Comment 2 shares 235 views

👍 Like 💬 Comment ➦ Share

Walkerville Library
14 January · 🌐

We let our imaginations run wild today during our clay creation workshop. We molded, created and painted miniature farms, beads, penguins and we even spotted a giraffe! 🐘



327 People reached **51** Engagements [Boost post](#)

👍❤️👤 Conrad Wilkins, Peter J. Golding and 5 others 1 Comment

👍 Like 💬 Comment ➦ Share

The Town of Walkerville's most popular organic (unpaid) Facebook posts for January to March 2021 were:

1. "Did you hear Daniel Motlop on Triple M Adelaide 104.7 this morning speaking about our Adelaide Food Fringe event!?" post, reaching 1,154 people;
2. "The Mayor had a friendly visitor in her backyard last night!" post, reaching 963 people;
3. "Your old phone could save a life" post, reaching 400 people.

Town of Walkerville
Published by Sarah Spencer · March 23 at 3:25 PM · 🌐

Did you hear Daniel Motlop on [Triple M Adelaide 104.7](#) this morning speaking about our [Adelaide Food Fringe](#) event!? Daniel is hosting a [Something Wild](#) masterclass at the Walkerville Town Hall as part of the festival this May 🐛🍷

Book here: <https://events.humanitix.com/iframe>



1,154 People Reached **242** Engagements [Boost Post](#)

👍❤️ 3 7 Shares

Town of Walkerville
Published by Sarah Spencer · January 13 · 🌐

The Mayor had a friendly visitor in her backyard last night! Walker is a resident koala which wandered out of Linear Park and was later safely returned to her habitat by [Adelaide Koala Rescue](#) 🐼🐼

This is a reminder to look out for koalas in the area. We have installed new signs on Stephen Terrace as a reminder to motorists to watch out for our native friends, which regularly cross near the bridge to continue their journey along the River Torrens Linear Park.



963 People Reached **59** Engagements [Boost Post](#)

👍❤️😄 12 2 Shares


Town of Walkerville
Published by Sarah Spencer · January 7 · 🌐

The mobile phone is often one of the first items to be thrown, broken or stolen during domestic violence, leaving the victim cut off from the outside world, with no way to call emergency services or helplines for assistance.

As part of our White Ribbon commitment, we have partnered with the Domestic Violence (DV) Safe Program to become a collection point for old (working) mobile phones.

We are encouraging the community to donate unwanted phones for those vulnerable members who need a "safe" phone in times of emergency.

Pop into the Civic and Community Centre if you have a spare phone! For more information, visit www.dvsafephone.org



400 People Reached **12** Engagements [Boost Post](#)

👍❤️ 2 3 Shares

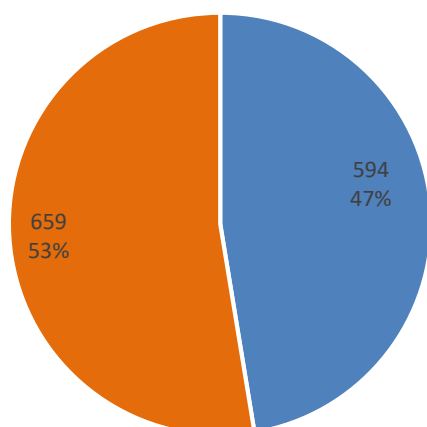
PROGRAMS & EVENTS ACTIVITY OVERVIEW - TOTAL

TYPE OF PROGRAMS & EVENTS	DELIVERY METHOD	January to March 2021	January to March 2020	January to March 2019
Children Programs & Events	In Person	594	398	532
	Online*	0	8,420	0
	Total	594	8,818	532
Adult Programs & Events inc. Tech Tuesday	In Person	659	555	276
	Online*	0	0	0
	Total	659	555	276
TOTAL PROGRAM & EVENTS PARTICIPANTS		1,253	9,373	808

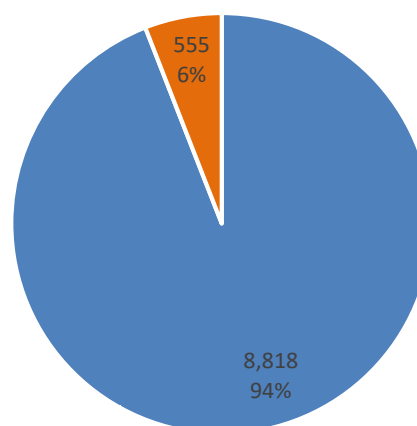
NB. Participant numbers includes all council programs and events where applicable – children and adult, regular and one off programs, including school holidays and wellbeing, ukulele's and WoW.

* Online programs and events statistics are based on Facebooks Total Lifetime Views, i.e. number of times people viewed the video for 3 seconds or more (in line with Public Library Services reporting methodology) and not representative of the number that viewed the entire recording.

Jan to Mar 2021



Jan to Mar 2020



■ Total Children Programs & Events
■ Total Adult Programs & Events inc. Tech Tuesday

SUMMER SCHOOL HOLIDAY PROGRAM

Children's Author Talk with Mandy Foot

- Monday, 11 January, 1.30pm - 2.30pm
- Audience: Children 4+
- Participation fee: Free
- Mandy shared her process for creating a picture book - from initial sketches in her sketchbook through to the finished artwork of intricate watercolour paintings. Mandy read from her new book Esmeralda's Nest and finished the talk with drawing Esmeralda herself with suggestions and guidance from the children.



Weird Science Workshop

- Tuesday, 12 January, 10.30am - 11.30am
- Audience: Children 6+
- Participation fee: \$2.00 per child
- Presenters showed the children that the world of science is real and weird at its best. They did some amazing experiments and the let the children do some too. All children were thoroughly engaged.



Make your own clay creation

- Thursday, 14 January, 10.30am - 11.30am
- Audience: Children 4+
- Participation fee: \$5.00 per child
- Children put on their best creative hats with clay to mould and paint their choice of an animal, bowl, or anything their mind could imagine.



Mixed Media Animation Workshop

- Monday, 18 January, 1.00pm - 4.00pm
- Audience: Children 7+
- Participation fee: \$25.00 per child
- This workshop was a highly creative exercise for children. They used a chalkboard as the backdrop and an assortment of craft materials as animation tools, participants created their own 2D stop motion animation, captured with the Stop Motion Studio app.

Whittle & Weave Workshop

- Wednesday, 20 January, 1.30pm - 3.00pm
- Audience: Children 9 - 13
- Participation fee: \$5.00 per child

- This creative and hands-on experience used technology and techniques from long ago to forge modern masterpieces. Children explored historical links to design and technology while mastering new skills demanding self-control and persistence.



Scrunch Art Session

- Thursday, 21 January, 10.30am - 11.30am
- Audience: Children 4+
- Participation fee: \$2.00 per child
- Children created their very own scrunch art masterpieces using crepe paper and art templates of all different designs.



CSI Forensics!

- Friday, 22 January, 10.30am - 11.30am
- Audience: Children 9 - 14
- Participation fee: \$2.00 per child
- Children solved a mystery - the school garden was destroyed over the weekend, so children had to help find answers for the headmaster! Children followed the clues, tested the soil samples, found the fingerprints and solved the crime!



ADDITIONAL CHILDRENS & TEENS PROGRAMS & EVENTS

Summer Reading Club

- December and January
- Audience: Children 1+
- Participation fee: Free
- Bookings: 141 packs; 39 logs completed; 28 children.
- Our Summer Reading Club for children and young people started in December and finished at the end of January. This year's theme was Tales of Wonder! It aimed to incite wonder and discovery as children and families look to explore myth, legend and fairy tales over the summer. Every child who registered received a pack, filled in a reading log with every book read or heard (audiobooks) or read to and received an instant prize for every log returned. Pictured are the winners of one of two \$50 vouchers from Dymocks.



ALL AGES PROGRAMS & EVENTS

Games and puzzles in Foyer

- Monday, 4 January - Friday, 8 January 2021
- Audience: Adults and children
- Participation fee: Free
- Young and old escaped the heat and boredom of home by coming to the Civic and Community Centre to play one of our board games or puzzles.

U can uke Term 1 (8 week course)

- Commenced Monday 1 February, 4:00pm – 5:00pm (beginners) and 5:30pm – 6:30pm (beyond beginners)
- Audience: Adults and children aged 10+
- Participation fee: \$45.00
- Classes run by new ukulele teacher Chris Carr. The course content for both beginners and beyond beginners stayed consistent to ensure a smooth teacher transition and making learning the ukulele fun and enjoyable. The beyond beginners class again saw record attendance numbers this term.

ADULT PROGRAMS & EVENTS

Activity packs

- Available in Autumn
- Audience: Adults 65+
- Participation fee: N/A
- Packs sent: 15
- Town of Walkerville have offered and continue to offer activity packs for residents aged 65+. The autumn packs included a puzzle book, playing cards, colouring in sheets, coloured pencils, sharpener, a mini wooden puzzle, coffee bag, tea bags, biscuits and hand sanitiser.

Stretch, Meditate & Relax classes

- Tuesdays January 12, 19, February 2, 9, 16, 23, March 2, 9, 16, 23, 30, 6.00pm – 7.00pm
- Audience: Adults
- Participation fee: \$5.00 per person, per class
- These classes enable participants to calm the mind, relax the body, and ease away stress and tension which improves both physical and mental wellbeing. They learn some simple, easy to apply, and effective meditation and stretching practices to achieve a deeper sense of peace in daily life.

Live in the Lounge Room

- First Tuesday of the month, 5 January, 2 February, 2 March, 7.30pm – 9.00pm
- Audience: Adults
- Participation fee: \$10.00 per person, per session
- Resident, singer, vocal educator and choral conductor Morgan Bramble choir continues to grow in numbers. The choir targets pro-singers, shower singers and all singers in between! There is no audition, no commitment, no homework. Each session participants learn a new song and have fun!



Laughter Yoga

- Monday, 18 January 2021, 6.30pm-7.30pm
- Audience: Adults
- Participation fee: Free
- Participants rediscovered laughter and reaped the benefits (stress reduction, immune system improvements, and mood boosting and pain management). Everyone left the session happier, calmer and more positive.



Movie Matinee - Love Sarah

- 5 Friday, 5 February 2021, 10.30am - 12.30pm
- Audience: Adults
- Participation fee: Gold coin donation
- The ever popular movie matinee's showed the movie Love Sarah in February. The movie is about a young woman determined to fulfil her late mother's dream of opening a bakery in charming Notting Hill, she enlists the help of her mother's best friend Isabella and her eccentric estranged grandmother Mimi. The participants enjoyed mini ice creams and popcorn whilst watching the movie.

Cooking with Scraps Workshop

- Thursday, 11 February 2021, 6.00pm - 8.00pm
- Audience: Adults
- Participation fee: \$5.00 per person
- Participants learned tips and tricks of how to manage the left overs when cooking like turning leftover rice into rice crackers and making shampoo from an avocado seed. This helps everyone to be thriftier and less wasteful like generations before us. The workshop was part cooking class, part waste-free living inspiration – and a whole lot of fun!



Walkerville Walkers breakfast & talk

- Thursday, 18 February 2021, 9.30am - 10.30am
- Audience: Adults
- Participation fee: Free
- This season's breakfast for the walkers had a special presentation by massage therapist Sally Jamieson on the benefits and practice of mindfulness. Aside from the physical benefits of regular exercise, attendees learned about the benefit to their mental and emotional health. Sally gave some useful tools to use in both in day to day lives, and whilst walking!



Stroke Safe Talk

- Friday, 19 February 2021, 2.00pm - 2.45pm
- Audience: Adults
- Participation fee: Free
- Saran, a Stroke Foundation ambassador spoke about what a stroke is, how to recognise the signs of stroke, what to do if someone is having a stroke and how to prevent stroke as well as sharing her own personal experience.

CPR information session

- Friday, 26 February 2021, 10.30am - 11.30am
- Audience: Adults
- Participation fee: Free
- St Johns Ambulance ran the information session and covered the basics of DRSABCD, after the information and questions attendees were given the opportunity to practice their CPR technique on the dummies.



Live streaming Adelaide Writers Week

- Monday, 1 March - Thursday, 4 March 2021
- Audience: Adults
- Participation fee: Free
- Walkerville Library live streamed events from Adelaide Writers Week 2021.

Absolutely G & S as part of Adelaide Fringe

- Friday, 5 March 2021, 6.00pm - 7.00pm
- Audience: Adults
- Participation fee: \$28.00 per person
- The show was a delightful new selection of songs for 2021 from the Gilbert and Sullivan repertoire of comic operas performed by the Adelaide Male Voice Choir.

Nourishing table

- Wednesday 10 & 31 March, 11.00am - 12.30pm
- Audience: Intergenerational
- Participation fee: Free
- This community event is back by popular demand to bring different generations together, especially seniors and people that may be socially isolated or vulnerable.
- The first event of 2021 welcomed back Vale Park Primary school students who prepared and served a shared meal with everyone. There was also a robot art activity for all ages to enjoy.



- The second event invited home school children along to share a meal with everyone. The activity for this event involved our new 3D pens, all ages learned and made things together.



All you need to know about diabetes presentation

- Thursday, 11 March 2021, 2.00pm - 3.00pm
- Audience: Adults
- Participation fee: Free
- A Diabetes SA health professional delivered an informative education session covering diabetes risk factors, prevention of diabetes, management of diabetes, healthy eating and available support.



Community singalong

- Saturday, 20 March 2021, 10.00am - 11.00am
- Audience: All ages
- Participation fee: Free
- Students from the ongoing ukulele classes performed songs for everyone to strum or sing along to.

Market and Workshop: Indoor Plants

- Saturday, 27 March 2021, 11.00am - 2.00pm
- Audience: Adults
- Participation fee: Gold coin donation
- Markus Hamence of The Botanic Designer ran a workshop on indoor plants before the market that had many indoor plants for sale as well as some home wears. Markus spoke about the fusion of good interior design and indoor plants that creates the perfect space to live in - a calming sanctuary that reflects the occupants needs and personality to feel at one with their environment. Markus gave tips and tricks for caring for a wide range of indoor plants, there were plants that suit even the blackest of thumbs.



Beeswax Wrap Workshop

- Monday, 29 March 2021, 6.00pm – 7.00pm
- Audience: Adults
- Participation fee: \$10.00 per person, per session
- KESAB's beeswax wrap workshop once again proved popular. Participants made their own personalised plastic-free alternative to cling wrap and learned how to make more of their own at home. Sarah from KESAB also discussed other ways to reduce waste at home.



CITIZENSHIP CEREMONIES

Australia Day

Approximately 100 people attended the citizenship ceremony, including Senator The Hon Simon Birmingham and The Hon Rachel Sanderson MP. Twenty two conferees received citizenship on the day.



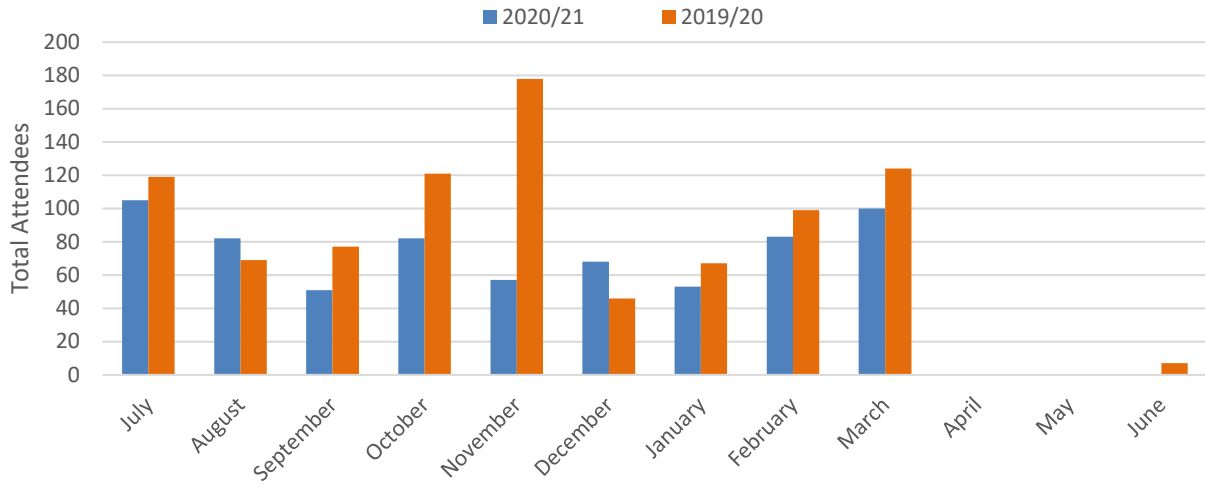
Harmony Day

Mayor Elizabeth Fricker welcomed ten conferees from Ireland, Hong Kong, South Korea, Mauritius, India, Denmark and China.



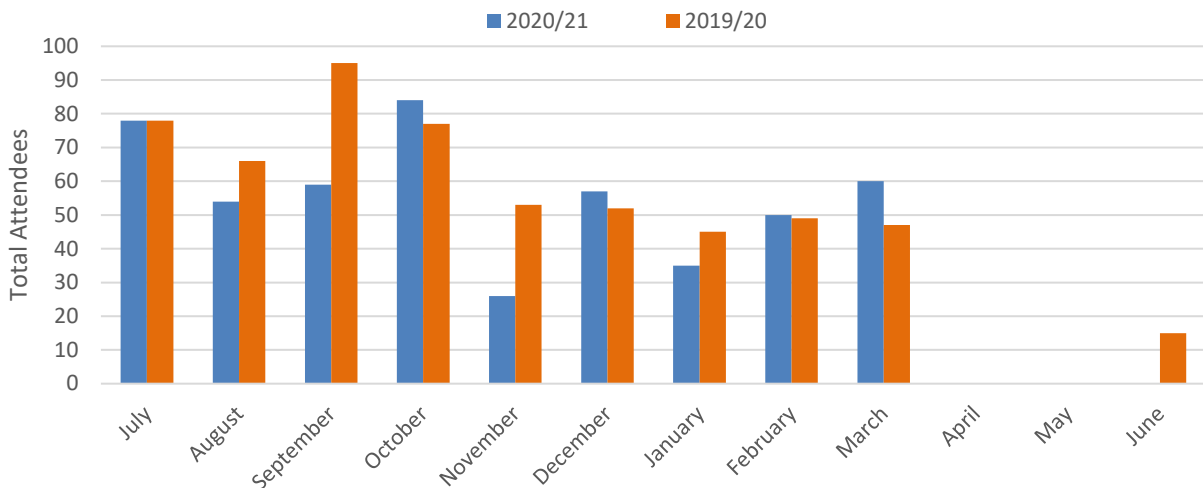
JUSTICE OF THE PEACE SERVICES OVERVIEW - TOTAL

	January to March 2021	January to March 2020
October	82	121
November	57	178
December	68	46
TOTAL USERS	207	345



COMMUNITY BUS SERVICE OVERVIEW - TOTAL

	January to March 2021	January to March 2020
October	84	77
November	26	53
December	57	52
TOTAL USERS	167	182



COMMONWEALTH HOME SUPPORT PROGRAM (CHSP)

Town of Walkerville and City of Prospect provides services to assist older residents to live independently in their homes. Partnering with a neighbouring Council is a cost efficient way to offer a diverse range of programs and services including domestic assistance, home maintenance and modifications and social participation.

Walkerville - Statistics from SMS Data Report 1/01/2021 - 28/02/2021			
<i>Total persons assisted - 138</i>	Number of Clients	Occasions of Service	Total Extent of Service Hours / Dollars
SOCIAL SUPPORT GROUPS			
Men's Shed	2	8	32.00 hrs
Shopping Experience	1	1	4.00 hrs
Friendship Group	1	1	3.00 hrs
Community Lunch	3	3	6.00 hrs
Exercise Group at Walkerville	9	37	37.00 hrs
Strength For Life	6	39	40.00 hrs
Lunch Group	5	5	16.00 hrs
Social Programs - other	1	2	3.00 hrs
Performance: Out of the Square concert	2	2	3.00 hrs
Total	30	98	144.00 hrs
DOMESTIC ASSISTANCE			
Cleaning - Ongoing	48	171	262.00 hrs
Cleaning - Short Term	-	-	-
Spring Clean	4	4	7.50 hrs
Total	52	175	269.50 hrs
HOME GARDEN & MAINTENANCE			
Gardening	28	41	54.00 hrs
General House Maintenance	4	5	8.00 hrs
Gutter Clean	1	1	2.00 hrs
Window Clean	4	4	7.50 hrs
Total	37	51	71.50 hrs
TRANSPORT			
Taxi Vouchers	1	2	1.00 hrs
Transport To Activity	1	1	0.5 hrs
Transport From Activity	1	1	0.5 hrs
Total	3	4	2.00 hrs

PARKING EXPIATION OVERVIEW – TOP TWENTY TOPICS

TYPE OF INFRINGEMENT	January to March 2021	January to March 2020
Parking for longer than indicated where "permissive parking" sign applies	60	124
Stopping where no stopping sign applies	59	58
Stopping in permit zone	49	80
Stopping where no parking sign applies	41	87
Stopping on path, dividing strip or nature strip	40	11
Stopping in taxi zone	19	51
Stopping on road with continuous yellow edge line	17	52
Fail to Park on a Road (other than on a median strip parking area) in accordance with the rule regarding parallel parking, as specified. (adverse to traffic)	15	0
Stopping in bicycle lane	12	20
Stopping near fire hydrant, etc	11	9
Obstructing access to and from footpath ramp etc	9	3
Failing to park in road - related area (except in median strip parking area) in accordance with rule - parallel parking(1) a driver who parks in a road related area must position the driver's vehicle to face, A) in the direction of travel	9	12
Stopping in a parking area for people with disabilities	8	30
Stopping within 10 metres of intersection without traffic lights	7	2
Obstructing access to and from driveway etc	3	15
Owning or keeping an unregistered dog	3	0
Stopping in bus zone	2	7
A dog deemed to be wandering at large	2	0
Contravention of a Destruction Control (Dangerous or Menacing Dog) Order	2	0
Stopping near postbox	1	3
TOTAL TOP 20 EXPIATIONS	369	564
TOTAL EXPIATIONS (excludes reminder notices)	370	577
VALUE OF TOTAL EXPIATIONS ISSUED	\$34,197	\$59,534

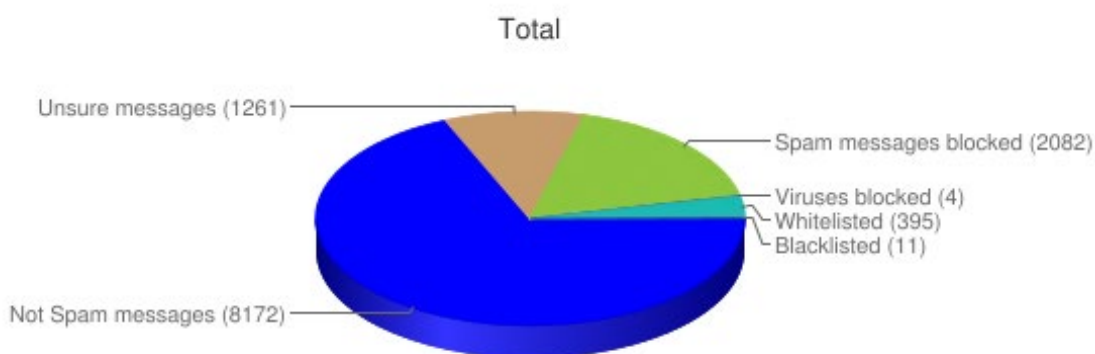
NB: Table includes cancelled expiations.

The above table provides the top 20 offences for infringements issued including warnings for the quarter, compared to the same time last year.

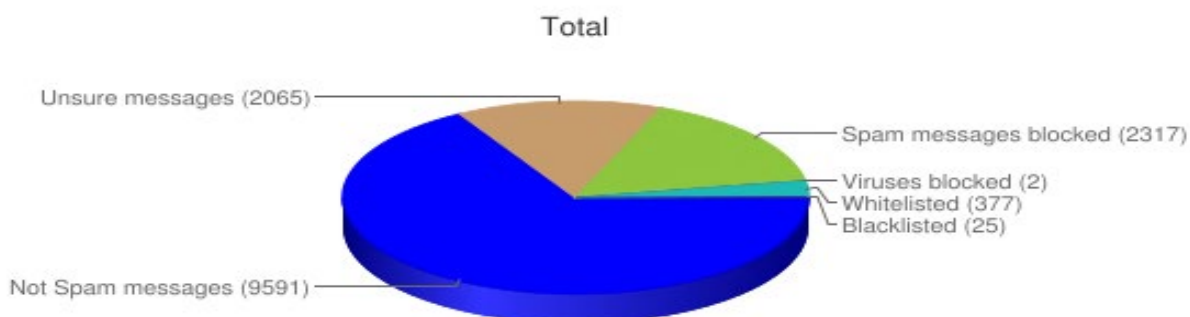
EMAIL SPAM OVERVIEW - TOTAL

INCOMING EMAILS	January to March 2021	January to March 2020
Total incoming emails	42,246	66,286
Total spam blocked	6,726	34,490
% email spam blocked	16%	52%
Total emails received	35,520	31,797
% balance emails received	84%	48%

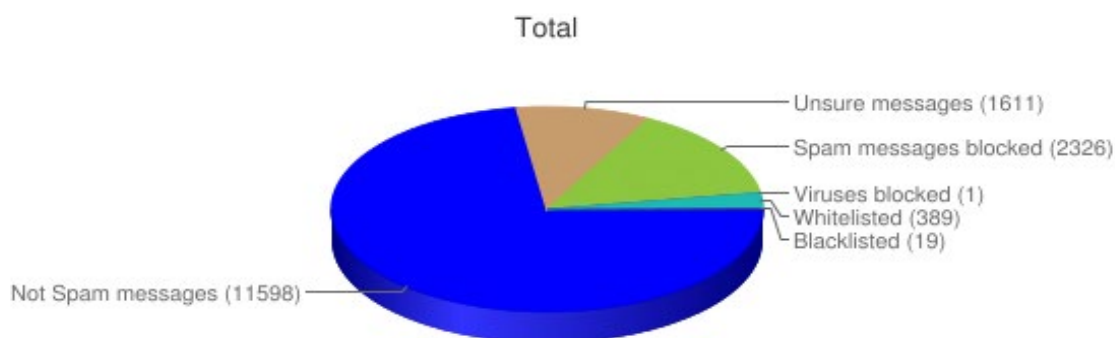
January 2021:



February 2021:



March 2021:



Meeting: Council

Title: Works Report for March 2021

Responsible Manager: Group Manager Assets & Infrastructure, Ben Clark

Author: Group Manager Assets & Infrastructure, Ben Clark

Key Pillar: Strategic Framework – Key Pillar 4 – Assets – Continue to provide for and maintain a good standard of assets and public infrastructure

Key Focus Area: Open Space Strategy

Type of Report: **Information Only**

Recommendation

That Council receives and notes the Works Report for March 2021.

Summary

This report provides Council with an update on various operational and maintenance activities being undertaken in the Township.

Background

Monthly reports are provided to Elected Members relating to various operational and maintenance activities across the Township.

The updated capital works dashboard is available from the following link, that data that is used in the dashboard is available in Attachment A:

[Capital Works Report – 31 March 2021](#)

OPEN SPACE AND BEAUTIFICATION SERVICES	
GARDENING	
	Garden maintenance: All areas - Medindie
	Garden maintenance: Bed Maintenance - Alfred Street
	Garden maintenance: Bed Maintenance - Dutton Slow point
	Garden maintenance: Bed Maintenance - Hawkers Road
	Garden maintenance: Bed Maintenance - Hawkers Roundabout
	Garden maintenance: Bed Maintenance - Victoria Roundabout
	Garden maintenance: Bed Maintenance - View Road
	Garden maintenance: Civic Centre - List
	Garden maintenance: Fertilise all Roses
	Garden maintenance: General - Medindie Lane
	Garden maintenance: Hedging - Wesleyan Cemetery
	Garden maintenance: Mulching - Memorial Gardens
	Garden maintenance: Mulching - Memorial Reserve
	Garden maintenance: Mulching - 9 Brunswick, Walkerville
	Garden maintenance: Planting - Memorial Reserve

	Garden maintenance: Robe Terrace
	Garden maintenance: Scarifying - Crawford
	Garden maintenance: Scarifying - Wesleyan Cemetery
	Garden maintenance: Scarifying - Belt Reserve
	Garden maintenance: Scarifying - Memorial Gardens
	Garden maintenance: Turf Removal Lansdown/Dyson
	Garden maintenance: View Road
	Garden maintenance: Warwick Street
	Plan, fabricate, clad Planter Box (Wicking Beds) - Medindie Lane Community Garden
	Street clean and tidy: Medindie Roundabouts
	Street clean and tidy: Hawkers slow points
	Streetscape clean and tidy: Walkerville Terrace
GRAFFITI REMOVAL	
	As scheduled all areas
IRRIGATION	
	IPOS readings
	IPOS Irrigation tests and repairs
	System checks and repairs: Civic Centre
	System checks and repairs: Hamilton Reserve
	System checks and repairs: Bowling Club
	System checks and repairs: Howie Reserve
	System checks and repairs: Memorial Gardens
	System checks and repairs: Memorial Reserve
	System checks and repairs: Mersey Street
	System checks and repairs: Park Terrace
	System checks and repairs: Thiele Reserve
	System checks and repairs: Webster
	System checks and repairs and marking: Walkerville Oval
MOWING	
	Belt Reserve
	Church Terrace
	Crawford Reserve
	Hay Street Verge
	Hawkers Reserve
	Howie Reserve
	Mary Harris Reserve
	Memorial Reserve and Gardens
	Park45
	Robe Terrace
	39 Smith Street
	Thiele Reserve
	Walkerville Oval surrounds
	Watson surrounds
	Webster Reserve
	Wesleyan Cemetery
TREE MAINTENANCE	
	Branch collection: Hamilton Reserve
	Branch collection: Devonshire Street
	Branch collection and air broom: Evelyn Street, Vale Park
	Branch collection: Levi Park
	Street Tree Maintenance: Fill tree well - 9 Brunswick, Walkerville
	Street Tree Maintenance: All areas as scheduled
	Street Tree Watering: Walkerville
	Street Tree Maintenance: Street water and audit - Gilberton
	Street Tree Maintenance: Street water and audit - Medindie
	Tree removal: Devonshire Street, Walkerville
	Tree removal (Fig): St Andrews / Wilsden Street

	Tree removal: Creswell Court, Gilberton
	Tree works throughout Township
TREE PRUNING	
	All areas as scheduled
	Ascot Avenue, Vale Park
	6 Bardini Street, Gilberton
	Cluny Avenue, Walkerville
	24 Devonshire, Walkerville
	63 Gilbert Street, Gilberton
	33 Hawkers Road, Medindie
	24 Ilford Street, Vale Park
	2 Rasp Avenue, Medindie
	4 Redford, Vale Park
	168 North East Road, Vale Park
	St Andrews / Wilsden Street, Walkerville
	Wallace Street, Vale Park
	Watson surrounds - Brachychiton
WEED CONTROL	
	Weed control: Levi Park
OTHER	
	Dog bag dispenser refills: All areas scheduled
	Blow and air broom: Walkerville Oval carparks
	Move Furniture: Walkerville Town Hall
	Street clean and tidy: Medindie Roundabouts
	Street clean and tidy: Hawkers slow points
	Streetscape clean and tidy: Walkerville Terrace
	Table Pack up: Civic Centre
	Tidy up: Civic Centre
	Wasp Nest Identification: Arthur Street, Medindie
CIVIL MAINTENANCE	
	Bollard install: Civic Centre
	Post repair: Levi Park
	Bench removal: Arthur Street
	Repair Netball Posts: Walkerville Oval

GL Account	Job No	Project Grouping	Project Name	Asset Class	Phase	YTD Actuals	Orders	YTD Total	Comments
	10930	It Capital Expenditure	It Capital Expenditure	IT	Construction / Implementation	\$ 121,161.03	\$ 40,702.66	\$ 161,863.69	Laptops have been rolled out to business.
	10931	Furniture & Fittings General	Furniture & Fittings General	Fitout and Furniture	Construction / Implementation	\$ 20,701.82	\$ -	\$ 20,701.82	
2120030		Vale House	Vale House	Buildings	Planning/Design	\$ 13,616.25	\$ 12,530.00	\$ 26,146.25	Flightpath engaged, currently creating documentation of works to be completed
	16367	Hamilton Reserve	Hamilton Reserve	Open Space	Planning/Design	\$ 6,162.00	\$ 16,083.00	\$ 22,245.00	Tender being developed to be issued in April - ground to be broken in June. Awaiting outcome of grant funding application.
	16400	Open Space Irrigation	Hamilton Reserve Irrigation	Irrigation	Tender	\$ -	\$ -	\$ -	Request for quotes has been sent out for ERA water connection to Hamilton, waiting on grant funding outcome.
	16470	Willow Bend Exeloo	Willow Bend Exeloo	Buildings	Tender	\$ -	\$ -	\$ -	Tender awarded - toilet has been ordered. Installation to be in August 2021
	16471	Signage Project	Heritage markers, Streets of Distinction & Suburb Markers	Signage	Tender	\$ -	\$ -	\$ -	
1630010		Reserve Furniture Renewal Program	Reserve Furniture Renewal Program	Open Space Furniture		\$ -	\$ -	\$ -	
	16444	Sports Equipment	Gilbert Street Tennis Court Resurfacing	Sports Equipment	Tender	\$ -	\$ -	\$ -	Tender Awarded. Work will not commence until FY2021/22 as contractor availability and weather conditions
	16445	Sports Equipment	Gilbert Street Tennis Court Resurfacing	Sports Equipment	Tender	\$ -	\$ -	\$ -	Tender Awarded. Work will not commence until FY2021/22 as contractor availability and weather conditions
	16451	Sports Equipment	Levi Oval Tennis Court Resurfacing	Sports Equipment	Tender	\$ -	\$ -	\$ -	Tender Awarded. Work will not commence until FY2021/22 as contractor availability and weather conditions
1640160	16490	Levi Oval	Levi Oval Tennis Court Surrounds Furniture Upgrade	Open Space Furniture	Tender	\$ -	\$ 35,249.07	\$ 35,249.07	Tender awarded - furniture has been ordered, construction to commence early to mid May. Budget has been exceeded and is being funded through value management of other projects.
	20455	Kerb & Gutter Renewal	K&G Various Locations	Kerb & Gutter	Construction / Implementation	\$ -	\$ 17,432.76	\$ 17,432.76	
	20456	Kerb & Gutter Renewal	Church Terrace - K & G	Kerb & Gutter	Completed	\$ 7,874.00	\$ -	\$ 7,874.00	Works Completed
	20457	Kerb & Gutter Renewal	Clarke Street - K & G	Kerb & Gutter	Completed	\$ 889.00	\$ -	\$ 889.00	Works Completed
	20458	Kerb & Gutter Renewal	Gilbert Street - K & G	Kerb & Gutter	Completed	\$ 14,556.00	\$ -	\$ 14,556.00	Works Completed
	20459	Kerb & Gutter Renewal	Hay Street - K & G	Kerb & Gutter	Completed	\$ 3,817.00	\$ -	\$ 3,817.00	Works Completed
	20460	Kerb & Gutter Renewal	James Street - K & G	Kerb & Gutter	Completed	\$ -	\$ -	\$ -	Works Completed
	20461	Kerb & Gutter Renewal	Jeffery Court - K & G	Kerb & Gutter	Completed	\$ 127.00	\$ -	\$ 127.00	Works Completed
	20462	Kerb & Gutter Renewal	Horn Court - K & G	Kerb & Gutter	Completed	\$ 4,953.00	\$ -	\$ 4,953.00	Works Completed
	20463	Kerb & Gutter Renewal	Severn Street - K & G	Kerb & Gutter	Completed	\$ 5,690.00	\$ -	\$ 5,690.00	Works Completed
	20464	Kerb & Gutter Renewal	Smith Street - K & G	Kerb & Gutter	Completed	\$ 9,271.00	\$ -	\$ 9,271.00	Works Completed
	20465	Kerb & Gutter Renewal	Walkerville Oval - K & G	Kerb & Gutter	Completed	\$ -	\$ -	\$ -	Works Completed
	20466	Kerb & Gutter Renewal	Walkerville Terrace - K & G	Kerb & Gutter	Completed	\$ 1,016.00	\$ -	\$ 1,016.00	Works Completed
	20467	Kerb & Gutter Renewal	William Road - K & G	Kerb & Gutter	Completed	\$ 3,397.00	\$ -	\$ 3,397.00	Works Completed
	20468	Kerb & Gutter Renewal	Stephen Terrace - K & G	Kerb & Gutter	Completed	\$ 2,960.00	\$ -	\$ 2,960.00	Works completed
	20469	Kerb & Gutter Renewal	Belt Street - K & G	Kerb & Gutter	Completed	\$ 1,300.00	\$ -	\$ 1,300.00	Works completed
	20510	Kerb & Gutter Renewal	Burlington Street - K & G	Kerb & Gutter	Completed	\$ 3,450.00	\$ -	\$ 3,450.00	Works completed
	20511	Kerb & Gutter Renewal	The Mews - K & G	Kerb & Gutter	Completed	\$ 3,240.00	\$ -	\$ 3,240.00	Works completed

GL Account	Job No	Project Grouping	Project Name	Asset Class	Phase	YTD Actuals	Orders	YTD Total	Comments
			Smith Street Footpath						
2000130	20065	Footpath Renewal		Footpaths		\$ -	\$ 49,435.56	\$ 49,435.56	Tender awarded to commence mid April. Tenders came in above budgeted values, but will be funded through value management of other projects.
	20066	Footpath Renewal	Footpath Renewal (Various)	Footpaths		\$ -	\$ -	\$ -	
	20070	Footpath Renewal	Stewart Avenue Footpath	Footpaths	Completed	\$ 6,664.00	\$ -	\$ 6,664.00	Works completed.
	20071	Footpath Renewal	Cambridge Street Footpath	Footpaths	Completed	\$ 33,104.00	\$ -	\$ 33,104.00	Works completed.
	20074	Footpath Renewal	River Torrens Linear Park Path Widening	Footpaths	Completed	\$ 42,814.90	\$ -	\$ 42,814.90	Works completed.
	20082	Footpath Renewal	Nottage Terrace Footpath	Footpaths	Deferred	\$ -	\$ -	\$ -	Inspection and proposed DIT works - have deferred till next year
	20083	Footpath Renewal	Mimosa Drive Footpath	Footpaths	Deferred	\$ -	\$ -	\$ -	Ongoing development and works - have deferred till next year
	20084	Warwick Street	Warwick Street Footpath	Footpaths	Construction / Implementation	\$ 171,865.08	\$ 1,250.00	\$ 173,115.08	Completed - minor defects being rectified. Awaiting final invoice payments.
*	20423	Roads	Church Terrace	Roads	Completed	\$ 79,670.00	\$ -	\$ 79,670.00	Works completed
	20434	Roads	Smith Street	Roads	Completed	\$ 332,640.00	\$ 58,810.00	\$ 391,450.00	Works completed
	20448	Roads	Warwick Street	Roads	Completed	\$ 45,640.00	\$ -	\$ 45,640.00	Works completed
	20473	Roads	Hay Street	Roads	Completed	\$ 31,060.00	\$ -	\$ 31,060.00	Works completed
	20478	Roads	James Street	Roads	Completed	\$ 72,450.00	\$ -	\$ 72,450.00	Works completed
	20479	Roads	Jeffery Court	Roads	Deferred	\$ -	\$ -	\$ -	Inspection of condition - have deferred till next year
	20480	Roads	Horn Court	Roads	Completed	\$ 25,680.00	\$ -	\$ 25,680.00	Works completed
	20481	Roads	Severn Street	Roads	Completed	\$ 25,370.00	\$ -	\$ 25,370.00	Works completed
	20482	Roads	Shergis Avenue	Roads	Deferred	\$ -	\$ -	\$ -	Inspection of condition - have deferred till next year
	20483	Roads	William Road	Roads	Deferred	\$ -	\$ -	\$ -	Inspection of condition - have deferred till next year
	20484	Roads	Clarke Street	Roads	Construction / Implementation	\$ 22,040.00	\$ 22,040.00	\$ 44,080.00	Works completed - practical completion undertaken, awaiting invoice - PO in the orders column has been completed and total project cost is \$22,040
	20485	Roads	Gilbert Street	Roads	Completed	\$ 102,529.50	\$ -	\$ 102,529.50	Works Completed
	20096	Traffic Management Devices	Traffic Management Devices	Traffic Management Devices		\$ -	\$ 8,250.00	\$ 8,250.00	
		Traffic Management Devices	Gilberton LATM Priorities	Traffic Management Devices	Construction / Implementation	\$ 4,860.00	\$ 2,808.00	\$ 7,668.00	Gould Thorpe engaged to begin communication strategy prior to implementation. Signage has been installed. Further communications to be given to community prior to enforcement from July 1 2021
		Traffic Management Devices	River Street Kerb Extensions	Traffic Management Devices	Completed	\$ 9,990.00	\$ -	\$ 9,990.00	Works completed
	20220	Stormwater	Stormwater Various	Stormwater		\$ -	\$ -	\$ -	
		Stormwater	Edwin Terrace Stormwater	Stormwater	Completed	\$ 8,780.00	\$ -	\$ 8,780.00	Works undertaken to deal with significant soakage and water pooling on corner of Edwin & James
		Stormwater	Park Terrace Pipe Relining	Stormwater	Completed	\$ 41,540.00	\$ -	\$ 41,540.00	Park Terrace Pipe relined due to tree root intrusion
		Stormwater	Pit Lid Replacement	Stormwater	Planning/Design	\$ -	\$ -	\$ -	Lids will be replaced on an as needed basis
		Stormwater	Cambridge Street Stormwater	Stormwater	Completed	\$ 2,700.00	\$ -	\$ 2,700.00	Survey work being undertaken, to inform 2021/22 budget bid
2120080	21230	Levi Park - Stormwater	Levi Park Stormwater Renewal	Stormwater	Planning/Design	\$ -	\$ -	\$ -	
	21231	Levi Park - Sewer	Levi Park Sewer Renewal	Stormwater	Planning/Design	\$ -	\$ -	\$ -	

GL Account	Job No	Project Grouping	Project Name	Asset Class	Phase	YTD Actuals	Orders	YTD Total	Comments
	22101	Plant & Equipment	CEO vehicle	Fleet, Plant & Equipment	Completed	\$ 39,798.28		\$ 39,798.28	Vehicle received - invoice awaiting payment
	22101	Plant & Equipment	GMAI vehicle mid 2021	Fleet, Plant & Equipment	Completed	\$ 40,050.09		\$ 40,050.09	Vehicle has been selected and ordered - eta December 2020 - As a part of ABP \$25k net cost - Trade in will be \$39,000 - Net cost \$4,989.09
		Contingency	Contingency			\$ -	\$ -	\$ -	Current contingency

Meeting:	Council
Title:	Quarterly Financial Report
Responsible Manager:	Group Manager Corporate Services - Monique Palmer
Author:	Group Manager Corporate Services - Monique Palmer
Key Pillar:	Strategic Framework – Key Pillar 6 – Economy – Create the means to enable economic diversity and encourage business opportunities
Key Focus Area:	Financial Guiding Principle 1- Finances managed responsibly
Type of Report:	Information Only

Recommendation

1. That Council receives and notes the Quarterly Financial Report, which incorporates:
 - a. the CAPEX & OPEX as at 31 March 2021
 - b. the Year-to-Date Solar Panel Management System data and savings.
-

Summary

The report provides Elected Members with information regarding Council's financial performance and financial position as at 31 March 2021 and incorporates the monthly financial report.

The report also provides an overview of the Civic Centre's electricity consumption and ongoing monthly electricity costs between 1 July 2020 and 31 March 2021, and provides a comparative analysis of current costs savings and energy production.

At Council's Ordinary meeting on 19 August 2019 Council (**CNC 49/19-20**) was advised that a new CAPEX/OPEX report will be provided each quarter from 30 September 2019.

Council's line of credit is lower than forecast, this correlates with a favourable operating cash forecast and can be explained partly by the favourable statement of comprehensive income (Attachment A). The main influence for the current favourable position is due to;

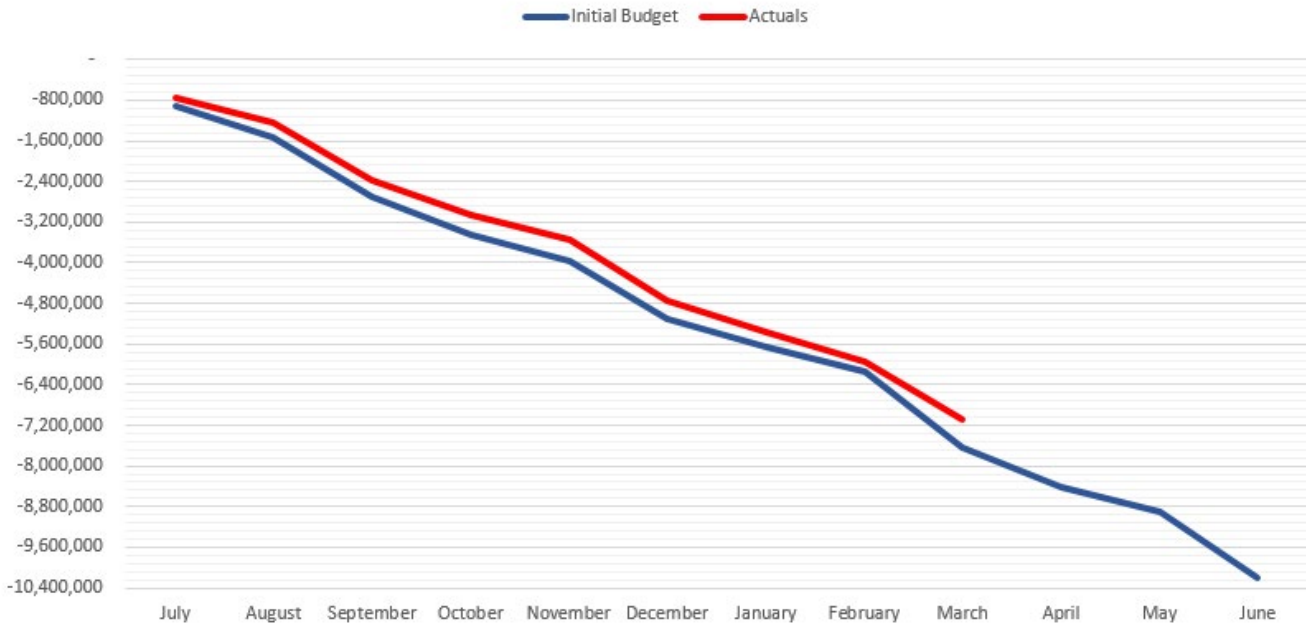
Revenue \$279,746 favourable

- Reimbursements - Reimbursement from developer for removal and replacement of street tree, Reimbursement of outgoings for leased properties – Insurance, ESL etc.
- Other Income - timing with regards to WHS rebate
- Grants subsidies & contributions – Special Local Roads ((2 x Quarterly payments received) & Local Roads (50% received) Grant funding for Australia Day also received

Operating expenditure \$534,130 favourable

- Employee Costs – timing due to vacant positions yet to be filled (*as per moratorium placed on all vacancies until 1 January 2021*). Recruitment for 2 vacant positions is currently underway.
- Material contracts and other expenses. Due to timing of invoices received for provision of goods and services.

Operating Expenditure



Capital expenditure \$1,211,954 favourable (as at 31 March 2021) due to timing and updated BR2 expenditure

- Vale House – currently in assessment stage and awaiting an update quote
- IT – Laptop, IPAD's and mobile rollout complete. New Payroll System has just kicked off.
- Levi Caravan Park Storm water & Sewer- Not commenced
- BR2 updated items in design/ quote stage (Exeloo Signage and Tennis Courts).

CAPEX Projects - March 2021



Please see Works / CAPEX report for further detailed explanation. The above favourable position is not expected to continue as Administration delivers 2020/21 programs and projects.

Background

The Local Government Act 1999 – Sec 124—accounting records to be kept:

(1) A council must: -

- a) keep such accounting records as correctly and adequately record and explain the revenues, expenses, assets and liabilities of the council; and
- b) keep its accounting records in such manner as will enable: -
 - i. the preparation and provision of statements that present fairly financial and other information; and
 - ii. the financial statements of the council to be conveniently and properly audited

The following tables highlights Councils cash and debt position at the end of the month of January.

Cash balances as at 31 March 2021

Cash at Bank		\$79,263.39
Deposits at LGFA	- General	\$85,025.54
	- Levi Caravan Park	\$586,774.60

Loan balance as at 31 March 2021

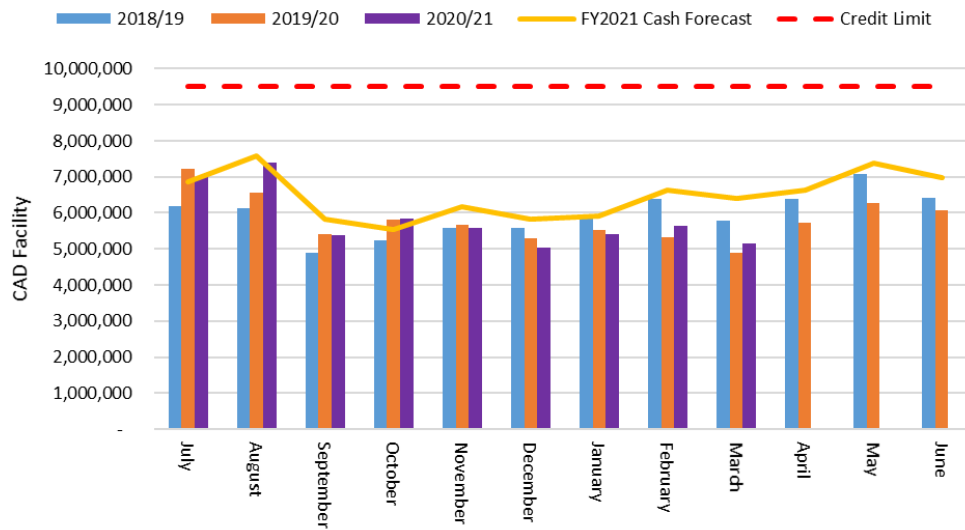
Cash Advance Debenture (CAD) balance	\$5,146,383.64
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The Cash Advance Debenture (CAD) facility offers flexibility for Council to draw down funds as required, and repay debt when surplus funds are available all with 24 hours' notice. The following chart highlights the CAD facilities movement through the financial year, and that Council remains under the ceiling limit of the facility.

Interest Rates Information:

- Currently Council's variable interest rate is 2.05%
- \$1,000,000 Fixed term facility is 1.30% maturing 15 December 2023.
- LGFA is currently offering a 5 year fixed term indicative rate of 2.30% as at 12 April 2021.

Monthly Cashflow Forecast



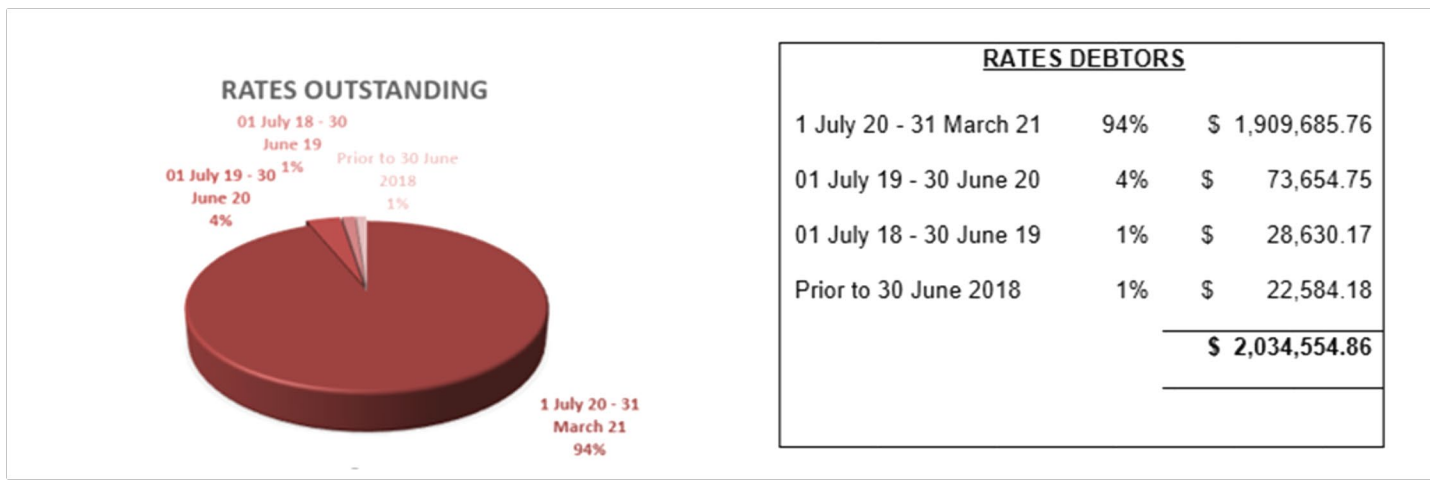
Outstanding Debtor balances as at 31 March 2021

Rates	\$2,034,554.86
Sundry Debtors	\$50,298.20

Rate Debtors

Rates are generated at the beginning of each financial year. Payment of rates can occur during the year in the following ways; full year payable in advance, paid quarterly or paid in regular instalments via an approved payment arrangement.

At 31 March 2021, Council has 24% of rates outstanding. This is a slight increase when compared with previous year (2019/2020) being 21% of rates outstanding at the same time.



Debt collection is processed to ensure rates are collected in a timely manner in line with the legislative framework and Councils Rating Policy. The table above and below shows the volume and values of debt collection activities being carried out by our external debt collectors.

Rates Outstanding	Qtr 1 2020/21	Qtr 2 2020/21	Qtr 3 2020/21	Qtr 4 2020/21	Total
Number of Overdue Notices Issued	281	284	263		
Number of arrears place in external debt collection	7	28	31		66
\$ value referred to debt collection	\$37,127	\$92,666	\$ 125,646.60		\$255,440
Recovered amount		-\$4,902	-\$ 10,254.85		-\$15,157
Outstanding					\$240,283

Valuation Objections

The table below details the objections received by the Valuer-General over the last 10 years:

Capital Value Objections Received by the Valuer - General			
Financial Year	Total Objections Upheld	Total Rates Refunded (\$)	Total RL Levy Refunded (\$)
2020/21	12	3,900.65	82.55
2019/20	48	13,038.15	577.20
2018/19	16	5,589.10	128.05
2017/18	7	3,085.90	132.00
2016/17	4	6,111.15	160.80
2015/16	11	4,795.25	286.50
2014/15	5	2,918.50	131.55
2013/14	5	645.20	23.75
2012/13	14	5,783.80	194.70
2011/12	29	8,255.37	183.05
2010/11	6	1,195.55	46.40

Council has determined that the valuation of properties across the Town of Walkerville will continue to be undertaken by the Valuer-General. As such, the *Local Government Act 1999* (section 167) requires that Council must adopt the most recent valuations of the Valuer-General, which are available and provided at the time the budget is adopted. In accordance with the *Valuation of Land Act 1971*, each year the site and capital values for every property in South Australia are reviewed by the Office of the Valuer-General. These valuations are provided to statutory authorities to form the basis of property

Implications of COVID-19 deferrals of rates due

Type	Number	Total Rates Deferred	Fines Waived	Paid <i>(as at 12/4/2021)</i>
Residential	4	1,798	- 88	\$1,154
Commercial	12	15,649	- 871	\$15,649
	16	\$17,447	- \$959	\$16,083

As a result of COVID-19 Council has seen 16 applications from residential and commercial rate payers seeking deferral of rates for the 4th quarter of 2019-2020. These deferrals were due for payment in December 2020. An updated table will be presented to Council each month to monitor any changes.

Sundry debtors as at 31 March 2021 includes the following amounts:

Debtor	Description	Amount
Walkerville Sports Club	Loan	\$49,685.00
Individual #2	Dangerous Dog Collars	\$110.00
<i>Office of Rachel Sanderson</i>	<i>Advertisement in Autumn issue of About Town (Paid 1/4/2021)</i>	\$302.00
<i>Neami National</i>	<i>Hire of 1855 Room (Paid 6/4/21)</i>	\$201.20
Total Sundry Debtors		\$50,289.20

Implications of COVID-19 waived rent for the current financial year

Type	Details	Total Value
Walkerville Sports Club	Rent for August- October	\$312.50
Levi Caravan Park	July - September	\$118,907.31
INEA (Lease expired)	8 days rent	\$257.39
Total		\$119,477.20

The above waived rent of \$119,477 is a result of Council resolutions **CNC121/20-21**, **CNC141/20-21** and **CNC236/20-21**.

Solar Panel Management System

As part of the 2019/20 Capital Projects budgeting process, Council installed solar panels on the Civic Centre roof in an attempt to offset some of the building's electricity costs. The installation of the Solar Panel Management System (**SPMS**) was completed in June 2020, and delivered under-budget with a final total cost of \$70,599.50.

Since the installation, on average, between 1 July 2020 and 31 March 2021 the SPMS has:

- generated 45.65% of the Civic Centre's energy requirements;
- has delivered a saving of \$15,856.46 from the previous year (44.98%).

The SPMS also indicates that since the installation of the system, Council has reduced its Carbon Emissions by 61,658.48 lb, which is the equivalent to 835.5 trees planted.

Attachments

Attachment A	Monthly Financials – March 2021
Attachment B	OPEX & CAPEX Report – March 2021
Attachment C	Civic Centre Solar Panel Management System Data



Statement of Comprehensive Income

ATTACHMENT A

For Period Ending: 31/03/2021 Year: 20/21

	Original Budget	Current Budget	Budget YTD	Actual YTD	Variance \$ (YTD)	Variance % (YTD)	Variance \$	Variance %
Operating Income								
Rates	9,183,505	9,183,505	9,183,505	9,264,661	81,156	1	81,156	1
Statutory Charges	284,836	284,836	221,079	234,104	13,025	6	(50,733)	(18)
User Charges	330,283	452,144	340,768	310,404	(30,364)	(9)	(141,739)	(31)
Reimbursements *1	16,325	16,325	12,231	27,575	15,344	125	11,250	69
Other Income *2	121,111	139,747	113,265	132,165	18,900	17	(7,582)	(5)
Grants subsidies & contributions *3	276,147	276,147	231,261	411,941	180,680	78	135,794	49
Investment Income	0	0	0	1,004	1,004	0	1,004	0
Total Operating Income	10,212,208	10,352,705	10,102,109	10,381,854	279,746	3	29,150	0
Operating Expenditure								
Employee Costs	3,354,138	3,321,996	2,468,087	2,442,194	25,893	1	879,802	26
Finance Costs *4	159,275	155,224	79,638	66,352	13,286	17	88,872	57
Depreciation Amortisation & Impairment	2,181,965	2,184,666	1,636,473	1,636,474	(1)	0	548,192	25
Materials contracts & other expenses *5	4,501,607	4,584,481	3,449,159	2,954,206	494,952	14	1,630,275	36
Total Operating Expenditure	10,196,986	10,246,368	7,633,357	7,099,226	534,130	7	3,147,141	31
Operating Surplus/(Deficit)	15,222	106,337	2,468,752	3,282,628	813,876	25	3,176,291	2,987

Notes:

1. **Reimbursements:** Reimbursement from developer for removal and replacement of street tree, Reimbursement of outgoings for leased properties – Insurance, ESL etc
2. **Other Income:** WHS rebate received from LGRS
3. **Grants subsidies & contributions:** Special Local Roads Program funding – 2 x Quarterly payments received
Local Roads and Community Infrastructure Program funding – 50% received
Grant funding received for Australia Day
4. **Finance Costs:** Low interest rates
5. **Materials, Contracts & Other Expenses:** Timing of invoices received for provision of goods and services



Summary of Financial Performance by Business Unit

For Period Ending: 31/03/2021 Year: 20/21

	Original Budget	Current Budget	Budget YTD	Actual YTD	Variance \$ (YTD)	Variance % (YTD)	Variance \$	Variance %
Strategy & Governance	(435,523)	(450,531)	(338,131)	(305,007)	33,124	10	145,524	32
Planning and Environment	(118,982)	(134,982)	(126,216)	(55,133)	71,083	56	79,849	59
Community Services	(94,792)	(94,792)	(63,567)	(57,550)	6,017	9	37,242	39
Corporate Services	4,613,527	4,629,081	5,820,688	6,075,230	254,542	4	1,446,149	31
Environment & Waste	(936,837)	(939,837)	(703,365)	(616,762)	86,603	12	323,075	34
Assets & Infrastructure	(751,637)	(752,372)	(546,852)	(228,661)	318,191	58	523,711	70
Customer Experience	(33,283)	(51,055)	(20,861)	(15,956)	4,905	24	35,098	69
Comms & Marketing	(94,461)	(94,461)	(70,830)	(68,261)	2,569	4	26,200	28
Public Order	100,888	100,888	84,278	94,535	10,257	12	(6,353)	(6)
Property & Contracts	4,272	135,049	100,319	119,022	18,703	19	(16,027)	(12)
Programmes and Events	(55,984)	(55,984)	(30,238)	(22,355)	7,883	26	33,629	60
Sub-Total (excluding depreciation)	2,197,187	2,291,003	4,105,225	4,919,102	813,877	20	2,628,099	115
Depreciation Amortization and Impairment	(2,181,965)	(2,184,666)	(1,636,473)	(1,636,474)	(1)	0	548,192	25
Net Surplus/(Deficit)	15,222	106,337	2,468,752	3,282,628	813,876	20	3,176,291	2987

Operating Projects				December		Comments	Status		
Project Name	Department	Original Budget	Phase	Budget YTD	YTD Actuals		% completed	Time	Budget
St Andrews Church Bell		25,000	Complete for FY21	18,747	25,000	Phased over 12 months but payment made in lump sum	100%	Completed for FY21	On budget
Traffic Plan	Planning And Environment	20,000	Started	15,003	8,136	Phased over 12 months and forecasted to spend by 30 June 2021.	41%		
			Totals	33,750	33,136				

							March					
Project Grouping	Project Name	Asset Class	Department	Original Budget	Total Budget	Budget Review 2	Phase	YTD Actuals	Orders	YTD Total	Comments	% completed
IT Capital Expenditure	IT Capital Expenditure	IT	Corporate Services	\$ 254,000.00	\$ 254,000.00	\$ 254,000.00	Construction / Implementation	\$ 121,161.03	\$ 40,702.66	\$ 161,863.69	Laptops have been rolled out to business. New Payroll system currently underway	70%
Furniture & Fittings General	Furniture & Fittings General	Fitout and Furniture	Corporate Services	\$ 66,000.00	\$ 66,000.00	\$ 66,000.00	Construction / Implementation	\$ 20,701.82	\$ -	\$ 20,701.82		0%
Vale House	Vale House	Buildings	Corporate Services	\$ 479,000.00	\$ 479,000.00	\$ 479,000.00	Planning/Design	\$ 13,616.25	\$ 12,530.00	\$ 26,146.25	Flightpath engaged, currently creating documentation of works to be completed	10%
Hamilton Reserve	Hamilton Reserve	Open Space	Planning, Environment & Regul	\$ 668,000.00	\$ 668,000.00	\$ 668,000.00	Planning/Design	\$ 6,162.00	\$ 16,083.00	\$ 22,245.00	Tender being developed to be issued in April - ground to be broken in June. Awaiting outcome of grant funding application.	20%
Open Space Irrigation	Hamilton Reserve Irrigation	Irrigation	Assets & Infrastructure	\$ 61,000.00	\$ 61,000.00	\$ 61,000.00	Tender	\$ -	\$ -	\$ -	Request for quotes has been sent out for ERA water connection to Hamilton, waiting on grant funding outcome.	10%
Willow Bend Exeloo	Willow Bend Exeloo	Buildings	Assets & Infrastructure			\$ 235,000.00	Tender	\$ -	\$ -	\$ -	Tender awarded - toilet has been ordered. Installation to be in August 2021	10%
Signage Project	Heritage markers, Streets of Distinction & Suburb Markers	Signage	Assets & Infrastructure			\$ 129,476.82	Tender	\$ -	\$ -	\$ -		10%
Reserve Furniture Renewal Program	Reserve Furniture Renewal Program	Open Space Furniture	Assets & Infrastructure	\$ 25,000.00				\$ -	\$ -	\$ -		0%
Sports Equipment	Gilbert Street Tennis Court Resurfacing	Sports Equipment	Assets & Infrastructure	\$ -	\$ -	\$ 25,000.00	Tender	\$ -	\$ -	\$ -	Tender Awarded. Work will not commence until FY2021/22 as contractor availability and weather conditions	20%
Sports Equipment	Gilbert Street Tennis Court Resurfacing	Sports Equipment	Assets & Infrastructure	\$ -	\$ -	\$ 50,000.00	Tender	\$ -	\$ -	\$ -	Tender Awarded. Work will not commence until FY2021/22 as contractor availability and weather conditions	20%
Sports Equipment	Levi Oval Tennis Court Resurfacing	Sports Equipment	Assets & Infrastructure	\$ -	\$ -	\$ 50,000.00	Tender	\$ -	\$ -	\$ -	Tender Awarded. Work will not commence until FY2021/22 as contractor availability and weather conditions	20%
Levi Oval	Levi Oval Tennis Court Surrounds Furniture Upgrade	Open Space Furniture	Assets & Infrastructure		\$ 25,000.00	\$ 25,000.00	Tender	\$ -	\$ 35,249.07	\$ 35,249.07	Tender awarded - work will not commence until FY2021/22 as contractor availability and weather conditions. Request for quotes to commence early to mid May. Budget has been exceeded and is being funded through value management of other projects.	20%
Kerb & Gutter Renewal	K&G Various Locations Church Terrace - K & G	Kerb & Gutter	Assets & Infrastructure	\$ 86,638.00	\$ 86,660.00	\$10,000.00	Construction / Implementation	\$ -	\$ 17,432.76	\$ 17,432.76		
Kerb & Gutter Renewal	Clarke Street - K & G	Kerb & Gutter	Assets & Infrastructure			\$ 9,000.00	Completed	\$ 7,874.00	\$ -	\$ 7,874.00	Works Completed	100%
Kerb & Gutter Renewal	Gilbert Street - K & G	Kerb & Gutter	Assets & Infrastructure			\$ 1,000.00	Completed	\$ 889.00	\$ -	\$ 889.00	Works Completed	100%
Kerb & Gutter Renewal	Hay Street - K & G	Kerb & Gutter	Assets & Infrastructure			\$ 16,000.00	Completed	\$ 14,556.00	\$ -	\$ 14,556.00	Works Completed	100%
Kerb & Gutter Renewal	James Street - K & G	Kerb & Gutter	Assets & Infrastructure			\$ 3,000.00	Completed	\$ 3,817.00	\$ -	\$ 3,817.00	Works Completed	100%
Kerb & Gutter Renewal	Jeffery Court - K & G	Kerb & Gutter	Assets & Infrastructure			\$ 6,700.00	Completed	\$ -	\$ -	\$ -	Works Completed	100%
Kerb & Gutter Renewal	Horn Court - K & G	Kerb & Gutter	Assets & Infrastructure			\$ 130.00	Completed	\$ 127.00	\$ -	\$ 127.00	Works Completed	100%
Kerb & Gutter Renewal	Severn Street - K & G	Kerb & Gutter	Assets & Infrastructure			\$ 3,900.00	Completed	\$ 4,953.00	\$ -	\$ 4,953.00	Works Completed	100%
Kerb & Gutter Renewal	Smith Street - K & G	Kerb & Gutter	Assets & Infrastructure			\$ 5,700.00	Completed	\$ 5,690.00	\$ -	\$ 5,690.00	Works Completed	100%
Kerb & Gutter Renewal	Walkerville Oval - K & G	Kerb & Gutter	Assets & Infrastructure			\$ 9,300.00	Completed	\$ 9,271.00	\$ -	\$ 9,271.00	Works Completed	100%
Kerb & Gutter Renewal	Walkerville Terrace - K & G	Kerb & Gutter	Assets & Infrastructure			\$ 1,400.00	Completed	\$ -	\$ -	\$ -	Works Completed	100%
Kerb & Gutter Renewal	William Road - K & G	Kerb & Gutter	Assets & Infrastructure			\$ 1,100.00	Completed	\$ 1,016.00	\$ -	\$ 1,016.00	Works Completed	100%
Kerb & Gutter Renewal	Stephen Terrace - K & G	Kerb & Gutter	Assets & Infrastructure			\$ 3,100.00	Completed	\$ 3,397.00	\$ -	\$ 3,397.00	Works Completed	100%
Kerb & Gutter Renewal	Belt Street - K & G	Kerb & Gutter	Assets & Infrastructure			\$ -	Completed	\$ 2,960.00	\$ -	\$ 2,960.00	Works completed	100%
Kerb & Gutter Renewal	Burlington Street - K & G	Kerb & Gutter	Assets & Infrastructure			\$ -	Completed	\$ 1,300.00	\$ -	\$ 1,300.00	Works completed	100%
Kerb & Gutter Renewal	The Mews - K & G	Kerb & Gutter	Assets & Infrastructure			\$ -	Completed	\$ 3,450.00	\$ -	\$ 3,450.00	Works completed	100%
Kerb & Gutter Renewal	Smith Street Footpath	Kerb & Gutter	Assets & Infrastructure			\$ -	Completed	\$ 3,240.00	\$ -	\$ 3,240.00	Works completed	100%
Footpath Renewal	Footpath Renewal (Various)	Footpaths	Assets & Infrastructure			\$ 32,000.00	Tender	\$ -	\$ 49,435.56	\$ 49,435.56	budgeted values, but will be funded through value management of other projects.	
Footpath Renewal	Footpath Renewal (Various)	Footpaths	Assets & Infrastructure	\$ 23,339.64	\$ 23,339.64	\$0.00		\$ -	\$ -	\$ -		

Footpath Renewal	Stewart Avenue Footpath	Footpaths	Assets & Infrastructure	\$ 10,311.84	\$ 10,311.84	\$ 10,400.00	Completed	\$ 6,664.00	\$ -	\$ 6,664.00	Works completed.	100%
Footpath Renewal	Cambridge Street Footpath	Footpaths	Assets & Infrastructure	\$ 46,735.92	\$ 46,735.92	\$ 47,000.00	Completed	\$ 33,104.00	\$ -	\$ 33,104.00	Works completed.	100%
Footpath Renewal	River Torrens Linear Park Path Widening	Footpaths	Assets & Infrastructure	\$ -	\$ -	\$ 40,000.00	Completed	\$ 42,814.90	\$ -	\$ 42,814.90	Works completed.	90%
Footpath Renewal	Nottage Terrace Footpath	Footpaths	Assets & Infrastructure	\$ 16,882.20	\$ 16,882.20	\$ 0.00	Deferred	\$ -	\$ -	\$ -	Inspection and proposed DIT works - have deferred till next year	
Footpath Renewal	Mimosa Drive Footpath	Footpaths	Assets & Infrastructure	\$ 22,730.40	\$ 22,730.40	\$ 0.00	Deferred	\$ -	\$ -	\$ -	Ongoing development and works - have deferred till next year	
Warwick Street	Warwick Street Footpath	Footpaths	Assets & Infrastructure	\$ 193,000.00	\$ 193,000.00	\$ 193,000.00	Construction / Implementation	\$ 171,865.08	\$ 1,250.00	\$ 173,115.08	Completed - minor defects being rectified. Awaiting final invoice payments.	95%
Roads	Church Terrace	Roads	Assets & Infrastructure	\$ 53,655.00	\$ 53,655.00	\$ 79,670.00	Completed	\$ 79,670.00	\$ -	\$ 79,670.00	Works completed	100%
Roads	Smith Street	Roads	Assets & Infrastructure	\$ 164,504.00	\$ 164,504.00	\$ 391,450.00	Completed	\$ 332,640.00	\$ 58,810.00	\$ 391,450.00	Works completed	100%
Roads	Warwick Street	Roads	Assets & Infrastructure	\$ 40,734.00	\$ 40,734.00	\$ 45,640.00	Completed	\$ 45,640.00	\$ -	\$ 45,640.00	Works completed	100%
Roads	Hay Street	Roads	Assets & Infrastructure	\$ 24,651.00	\$ 24,651.00	\$ 31,060.00	Completed	\$ 31,060.00	\$ -	\$ 31,060.00	Works completed	100%
Roads	James Street	Roads	Assets & Infrastructure	\$ 67,239.00	\$ 67,239.00	\$ 72,450.00	Completed	\$ 72,450.00	\$ -	\$ 72,450.00	Works completed	100%
Roads	Jeffery Court	Roads	Assets & Infrastructure	\$ 9,360.00	\$ 9,360.00	\$ 0.00	Deferred	\$ -	\$ -	\$ -	Inspection of condition - have deferred till next year	
Roads	Horn Court	Roads	Assets & Infrastructure	\$ 15,405.00	\$ 15,405.00	\$ 25,680.00	Completed	\$ 25,680.00	\$ -	\$ 25,680.00	Works completed	100%
Roads	Severn Street	Roads	Assets & Infrastructure	\$ 25,125.00	\$ 25,125.00	\$ 25,370.00	Completed	\$ 25,370.00	\$ -	\$ 25,370.00	Works completed	100%
Roads	Shergis Avenue	Roads	Assets & Infrastructure	\$ 20,400.00	\$ 20,400.00	\$ 0.00	Deferred	\$ -	\$ -	\$ -	Inspection of condition - have deferred till next year	
Roads	William Road	Roads	Assets & Infrastructure	\$ 20,496.00	\$ 20,496.00	\$ 0.00	Deferred	\$ -	\$ -	\$ -	Inspection of condition - have deferred till next year	
Roads	Clarke Street	Roads	Assets & Infrastructure	\$ 14,025.00	\$ 14,025.00	\$ 22,040.00	Construction / Implementation	\$ 22,040.00	\$ 22,040.00	\$ 44,080.00	invoice - PO in the orders column has been completed and total project cost is \$22,040	100%
Roads	Gilbert Street	Roads	Assets & Infrastructure	\$ 109,746.00	\$ 109,746.00	\$ 101,490.00	Completed	\$ 102,529.50	\$ -	\$ 102,529.50	Works Completed	100%
Traffic Management Devices	Traffic Management Devices	Traffic Management Devices	Assets & Infrastructure	\$ 104,000.00	\$ 104,000.00	\$ 0.00		\$ -	\$ 8,250.00	\$ 8,250.00		
Traffic Management Devices	Gilberton LATM Priorities	Traffic Management Devices	Assets & Infrastructure		\$ 20,000.00		Construction / Implementation	\$ 4,860.00	\$ 2,808.00	\$ 7,668.00	implementation. Signage has been installed. Further communications to be given to community prior to enforcement	90%
Traffic Management Devices	River Street Kerb Extensions	Traffic Management Devices	Assets & Infrastructure		\$ 10,000.00		Completed	\$ 9,990.00	\$ -	\$ 9,990.00	Works completed	100%
Stormwater	Stormwater Various	Stormwater	Assets & Infrastructure	\$ 41,000.00	\$ 41,000.00	\$ 0.00		\$ -	\$ -	\$ -		
Stormwater	Edwin Terrace Stormwater	Stormwater	Assets & Infrastructure		\$ 9,000.00		Completed	\$ 8,780.00	\$ -	\$ 8,780.00	Works undertaken to deal with significant soakage and water pooling on corner of Edwin & James	100%
Stormwater	Park Terrace Pipe Relining	Stormwater	Assets & Infrastructure		\$ 43,000.00		Completed	\$ 41,540.00	\$ -	\$ 41,540.00	Park Terrace Pipe relined due to tree root intrusion	100%
Stormwater	Pit Lid Replacement	Stormwater	Assets & Infrastructure		\$ 8,000.00		Planning/Design	\$ -	\$ -	\$ -	Lids will be replaced on an as needed basis	0%
Stormwater	Cambridge Street Stormwater	Stormwater	Assets & Infrastructure		\$ 3,000.00		Completed	\$ 2,700.00	\$ -	\$ 2,700.00	Survey work being undertaken, to inform 2021/22 budget bid	100%
Levi Park - Stormwater	Levi Park Stormwater Renewal	Stormwater	Corporate Services		\$ 100,000.00		Planning/Design	\$ -	\$ -	\$ -		0%
Levi Park - Sewer	Levi Park Sewer Renewal	Stormwater	Corporate Services		\$ 300,000.00		Planning/Design	\$ -	\$ -	\$ -		0%
Plant & Equipment	CEO vehicle	Fleet, Plant & Equipment	Assets & Infrastructure	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	Completed	\$ 39,798.28	\$ -	\$ 39,798.28	Vehicle received - invoice awaiting payment	100%
Plant & Equipment	GMAI vehicle mid 2021	Fleet, Plant & Equipment	Assets & Infrastructure	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	Completed	\$ 40,050.09	\$ -	\$ 40,050.09	part of ABP \$25k net cost - Trade in will be \$39,000 - Net cost \$4,989.09	100%
Contingency	Contingency				\$ 43,960.18			\$ 43,000.00	Not Commenced	\$ 41,540.00	Current contingency	
				\$ 3,842,017.00			\$1,669,558.00					

Civic Centre Solar Panel Management System

	Total Consumption	System Production	Self Consumption	Imported	Export	% of Total Consumed	2019/20 - Cost	2020/21 - Cost	Savings	Reduction
July 2020	14884657	4119656	3789609	11095048	330047	25.46%	\$ 4,242.38	\$ 3,059.27	\$ 1,183.11	27.89%
August 2020	14429973	4790090	4149998	10279975	640092	28.76%	\$ 4,362.10	\$ 2,807.66	\$ 1,554.44	35.64%
September 2020	11990344	6128058	4889381	7100963	1238677	40.78%	\$ 3,623.43	\$ 1,897.42	\$ 1,726.01	47.63%
October 2020	12320151	6917869	5481489	6838662	14336380	44.49%	\$ 3,648.56	\$ 1,863.18	\$ 1,785.38	48.93%
November 2020	13261252	9048302	7403937	5857315	1644365	55.83%	\$ 3,609.72	\$ 2,049.21	\$ 1,560.51	43.23%
December 2020	13011416	10124946	8044794	4966622	2080152	61.83%	\$ 4,192.10	\$ 1,520.80	\$ 2,671.30	63.72%
January 2021	14137675	9964999	8139957	5997718	1825042	57.58%	\$ 3,869.56	\$ 1,699.97	\$ 2,169.59	56.07%
February 2021	13627604	7706046	6586942	7040662	1119104	48.34%	\$ 4,013.81	\$ 2,278.19	\$ 1,735.62	43.24%
March 2021	13985044	7531938	6672475	7312569	859463	47.71%	\$ 3,694.42	\$ 2,223.92	\$ 1,470.50	39.80%
	121648116	66331904	55158582	66489534	24073322	45.64%	\$ 35,256.08	\$ 19,399.62	\$ 15,856.46	44.98%

Total Consumption *Total energy consumed by the Civic Centre*
Total Production *Total energy produced by the SPMS*
Self Consumption *Total self produced energy consumed*
Export *Surplus generated energy exported to the grid*
Import *Additional energy imported from the grid*

% Total Consumed *% of Total Consumption generated by the SPMS*



Item No: 16.3.5

Date: 19 April 2021

Attachments: A, B, C

Meeting:	Council
Title:	Walkerville Library 2019/2020 Australian Library and Information Association (ALIA) Standards Report
Responsible Manager:	Group Manager Customer Experience, Danielle Garvey
Author:	Group Manager Customer Experience, Danielle Garvey
Key Pillar:	Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation
Key Focus Area:	Living Walkerville - Wellbeing for every age and stage
Type of Report:	Information Only

Recommendation

That Council receives and notes the Walkerville Library 2019/2020 Australian Library and Information Association (ALIA) Standards Report.

Summary

This report provides Council with results of Walkerville Library's performance in 2019/2020 and compared with other South Australian metropolitan public library services over the same period, based on the Australian Library and Information Association (ALIA) Standards and Baseline Targets.

2019/2020 results place Walkerville Library in the top three of South Australian metropolitan public libraries for seven of the eleven measured standards:

- 1st for % of 'population attending library events'.
- 2nd for 'population served by FTE'; 'collection items per capita'; and 'membership as % of population'. Please note at the time of reporting, awaiting advice from PLS regarding ToW's 2nd positioning when Dashboard commentary (attached) indicates ToW achieved highest result of SA metro libraries in 2019/20.
- 3rd for library materials expenditure per capita; visits per capita per annum; and circulation (loans per capita per annum).

Furthermore, in 2019/2020 Walkerville Library exceeded ALIA's baseline targets for all eleven standards.

Additional summary (A, B) and detailed (C) comparison data with commentary can be found attached.

Background

Public libraries collect considerable data about their own performance based on membership, visits, loans, access to computers, provision of public programs and other measures. Comparing one library's results against others can be both helpful and problematic, depending on how the data is used and the context in which the library operates. Libraries may be comparative in terms of their type or population base but will always operate with different council priorities, community demographic, geography, and service models.

With this caveat in mind the profession has developed a range of public library standards to provide a set of benchmarks for library's to use as a guide. There is a data set developed by the Australian Library and Information Association (ALIA) which were revised in 2016 and Public Library Service (PLS) has adopted this current set for the KPI calculations. These standards will continue to be reviewed and updated as libraries increasingly need to develop qualitative value measures.

The Libraries Board of South Australia has decided to use the 2016 ALIA national standards to provide some comparative feedback to public libraries in South Australia. The Board has information which can be used to measure eleven of the ALIA standards. At current, information cannot be provided for standard 6 – age of each library's collections, standard 10 – website visits per capita per annum and standard 14 – internet downloads per capita per annum, as the relevant data is incomplete.

Attachment/s

Attachment A	Walkerville Library 2019_20 ALIA Standards Results Summary
Attachment B	Walkerville Library 2019_20 ALIA Standards KPI Position Report
Attachment C	Walkerville Library 2019_20 ALIA Standards Dashboard Report

ALIA STANDARD	2018/19				2019/20						
	RESULT - SA METRO LIBRARIES AVERAGE	RESULT - TOW	% ToW / SA METRO LIBRARIES AVERAGE	POSITION - TOW (OF ALL SA METRO LIBRARIES)	RESULT - SA METRO LIBRARIES AVERAGE	RESULT - TOW	% ToW / SA METRO LIBRARIES AVERAGE	POSITION - TOW (OF ALL SA METRO LIBRARIES)	ALIA BASELINE TARGET	% ToW / ALIA BASELINE TARGET	COMMENTARY
S.1 Library Expenditure per Capita per annum (excluding library materials)	\$50.97	\$53.87	6%	6	\$44.16	\$57.29	30%	6	\$40.36	42%	SA metro library results ranged from \$23.60 to \$69.36 per capita; with twelve metro councils meeting or exceeding (including ToW) the ALIA base line standard. <i>NB. Amounts include Libraries Board funding of \$3.32 per capita.</i>
S.2 Population served per FTE <i>NB. This measure should be read that a smaller number is more desirable.</i>	2,696	1,088	-60%	1	2,765	1,038	-62%	2	3,030	-66%	SA metro library results ranged from 1,038 (ToW) to 4,930 people serviced per FTE; with thirteen metro councils exceeding (including ToW) the ALIA base line standard. Please note at the time of reporting, awaiting advice from PLS regarding ToW's 2nd positioning when Dashboard commentary (attached) indicates ToW achieved highest result of SA metro libraries in 2019/20. <i>NB. This measure should be read that a smaller number is more desirable.</i>
S.3 Population served by qualified library position <i>NB. This measure should be read that a smaller number is preferred.</i>	5,144	7,908	54%	10	4,832	7,944	64%	12	10,000	-21%	SA metro library results ranged from 1,481 to 15,571 people being served by a qualified librarian and/or library technician; with fourteen metro councils meeting or exceeding (including ToW) the ALIA base line standard. This standard counts the number of positions that require library qualifications, not the number of staff who hold a library qualification. ToW Customer Experience Officer Position Description includes has library qualifications as desirable BUT not essential. <i>NB. This measure should be read that a smaller number is more desirable.</i>
S.4 Library Materials Expenditure per Capita	\$5.38	\$6.94	29%	1	\$5.59	\$7.62	36%	3	\$5.65	35%	SA metro library results ranged from \$3.80 to \$9.34 per capita; with ten metro councils meeting or exceeding (including ToW) the ALIA base line standard. <i>NB. Amounts include Libraries Board funding of \$3.32 per capita.</i>
S.5 Collection Items per Capita	1.42	2.54	79%	1	1.39	2.31	66%	2	1.7	36%	SA metro library results ranged from 0.94 to 2.31 (ToW) per capita; with ten metro councils meeting or exceeding (including ToW) the ALIA base line standard. Please note at the time of reporting, awaiting advice from PLS regarding ToW's 2nd positioning when Dashboard commentary (attached) indicates ToW achieved highest result of SA metro libraries in 2019/20.
S.7 Population Served by internet device <i>NB. This measure should be read that a smaller ratio is a good indicator of a library that is attempting to meet the online information needs of its community.</i>	1,252	1,582	26%	11	1,116	1,589	42%	13	2,000	-21%	SA metro library results ranged from 844 to 2,370 of population per computer; with thirteen metro councils meeting or exceeding (including ToW) the ALIA base line standard. It must be noted, in recent years there has been a significant increase in the number of customers accessing the free internet using their own devices, reducing usage of library desktop PC's. <i>NB. This measure should be read that a smaller ratio is a good indicator of a library that is meeting the online information needs of its community.</i>
S.8 Membership as % of population	30%	46%	53%	1	30%	47%	57%	2	44%	7%	SA metro library results ranged from 21% to 47% (ToW) of population; with two metro councils meeting or exceeding (including ToW) the ALIA base line standard. Please note at the time of reporting, awaiting advice from PLS regarding ToW's 2nd positioning when Dashboard commentary (attached) indicates ToW achieved highest result of SA metro libraries in 2019/20. <i>NB. The ALIA Standards are created for individual library services, rather than the consortium approach in SA resulting in SA figures generally well below the ALIA figure because of the single library card approach used in SA.</i>
S.9 Visits per capita per annum	4.97	8.84	78%	1	4.05	6.58	62%	3	4.8	37%	SA metro library results ranged from 2.25 to 7.33 visits per capita; with five metro councils meeting or exceeding (including ToW) the ALIA base line standard. It should be noted that the addition of online services such as digital magazines and books means that some customers have their reading needs met without visiting the library. Measures of digital services need to be added to future ALIA standards. <i>NB. This figure needs to be read in conjunction with S1 and S2 above.</i>
S.11 Circulation (loans per capita per annum)	8.22	12.08	47%	4	9.59	13.49	41%	3	7.3	85%	SA metro library results ranged from 5.59 to 15.01 per capita; with seventeen metro councils meeting or exceeding (including ToW) the ALIA base line standard. <i>NB. Included in these loan figures are items which are lent to local customers, but are owned by other library services, as part of the One Card Network.</i>
S.12 Turnover of stock (loans per collection item)	5.69	4.65	-18%	15	6.81	5.65	-17%	17	4.4	28%	SA metro library results ranged from 4.21 to 8.05 loans per item; with eighteen metro councils meeting or exceeding (including ToW) the ALIA base line standard. <i>NB. This figure needs to be read in conjunction with S5 above, where some of the larger libraries in Adelaide have collections much smaller than the ALIA standard and result in their smaller collection generating many loans.</i>
S.13 % of Population that Attended Library Events	28%	54%	93%	2	26%	221%	750%	1	N/A	N/A	SA metro library results ranged from 5% to 221% (ToW) of population; whilst ALIA has included a standard relating to attendance at public programs, national comparative data is not yet available. It should be noted, online programs and events statistics are based on Facebooks Total Lifetime Views, i.e. number of times people viewed the video for 3 seconds or more (in line with Public Library Services reporting methodology) and not representative of the number that viewed the entire recording. It should also be noted, it is recognised the figure of "percentage of population attending programs" is not an accurate measure as many people are repeat visitors to programs. However it is one way of turning raw numbers into some consistent comparison between libraries of differing populations.
LEGEND:			% ToW exceeded SA metro libraries average	ToW positioned top 3 of SA metro libraries		Includes online attendees and high level views (3 seconds+)	% ToW exceeded SA metro libraries average	ToW positioned top 3 of SA metro libraries		% ToW exceeded ALIA Baseline Target	

Walkerville Library KPI's 2019/2020

Public libraries collect considerable data about their own performance based on membership, visits, loans, access to computers, provision of public programs and other measures. Comparing one library's results against others can be both helpful and problematic, depending on how the data is used and the context in which the library operates. Libraries may be comparative in terms of their type or population base but will always operate with different council priorities, community demographic, geography, and service models.

With this caveat in mind the profession has developed a range of public library standards to provide a set of benchmarks for library managers to use as a guide. There is a data set developed by the Australian Library and Information Association (ALIA) which can be found [here](#) and other various standards developed in several Australian States; see NSW [here](#) and Queensland [here](#). The ALIA standards were revised during 2016 and PLS has adopted this current set for the KPI calculations. These standards will continue to be reviewed and updated as libraries increasingly need to develop qualitative value measures.

The Libraries Board of South Australia has decided to use the 2016 ALIA national standards to provide some comparative feedback to public libraries in South Australia. The Board has information which can be used to measure eleven of the ALIA standards. At current, information cannot be provided for, standard 6 – age of each library's collections, standard 10 – website visits per capita per annum and standard 14 – internet downloads per capita per annum as the relevant data is incomplete.

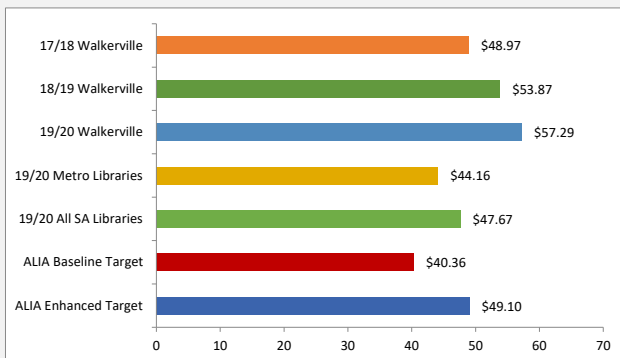
The attached dashboards provide figures and commentary about how your library service performed in 2019/20 against the ALIA benchmarks as well as the averages achieved by metropolitan public libraries across Adelaide and the averages for all public libraries in South Australia.

As well as providing your results in the attached, the table below provides your position for each measure amongst other metropolitan library services. This information may be useful when interpreting your performance in specific areas.

ALIA STANDARD	Position 17/18	Position 18/19	Position 19/20
S.1 Library Expenditure per Capita per annum (excl library materials)	5	6	6
S.2 Population served per FTE	1	1	2
S.3 Population served by qualified library position	10	10	12
S.4 Library Materials Expenditure per Capita	1	1	3
S.5 Collection Items per Capita	1	1	2
S.7 Population Served by internet device	4	11	13
S.8 Membership as % of population	2	1	2
S.9 Visits per capita per annum	1	1	3
S.11 Circulation (loans per capita per annum)	3	4	3
S.12 Turnover of stock (loans per collection item)	14	15	17
S.13 % of Population that Attended Library Events	5	2	1

Walkerville
KPI DASHBOARD 19/20

ALIA STANDARD S.1 - Library Expenditure per Capita (excluding library materials)

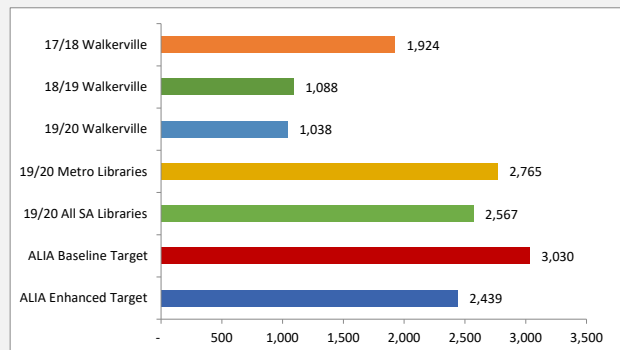


This figure is a relatively unsophisticated measure of the value a community is prepared to assign to the operation of its library service. The amount is generated from data councils report to the Libraries Board. Expenditure for the metropolitan library services range from a high of \$69.36 to a low of \$23.60.

Twelve metropolitan councils meet or exceed the ALIA baseline standard. These figures incorporate operating funding provided by the Libraries Board of \$3.32 per capita.

Using a per capita figure allows for some approximate comparison between councils, however differing service models (number of branches, opening hours etc. – based on local geography and other factors) will alter operating costs without necessarily translating into changes to the level of service provision.

ALIA STANDARD S.2 - Population Served by FTE

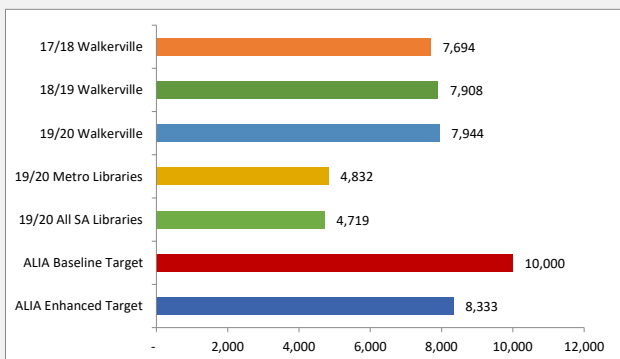


This figure divides the total council population by the number of full-time equivalent staff the library employs. This measure is seen as a proxy for whether the service received by customers is highly tailored to user needs, with staff providing more than just a book lending function. For example some libraries offer extensive public programs which requires additional staff input. The number of branches within a library service is also a factor, as generally each library opening hour requires a minimum of two staff.

It should be noted that the ALIA standard is based on a council having a single library branch. Obviously, running a service with multiple branches will require more staff than is envisaged by this standard.

This measure should be read that a smaller number is more desirable. Thirteen metropolitan libraries exceed the ALIA baseline standard with the figures ranging from 1,038 to 4,930 people serviced by each FTE.

ALIA STANDARD S.3 Population Served by qualified library positions

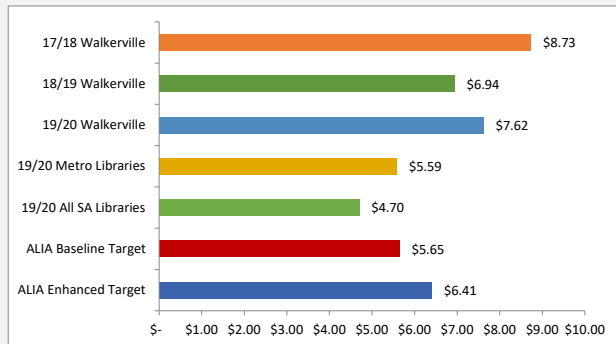


Librarians and library technicians are professionally qualified people who bring a higher level of understanding, skill and knowledge to the operation of public libraries, as well as a greater level of skill in delivering information services to the community. It is essential that all libraries employ appropriately qualified staff. While such qualified staff may be more expensive to employ, they bring the specialist skills needed to ensure the best possible library outcomes for the community. Given the different disciplines of librarianship it is likely that libraries will employ a number of librarians to manage the various library functions.

This standard counts the number of positions that require a library qualification, not the number of staff who hold a library qualification. The measure should be read that a smaller number is preferred.

Fourteen metropolitan libraries meet or exceed ALIA's baseline standard with figures ranging from 1,481 to 15,571 people being served by a qualified librarian and/or library technician.

ALIA STANDARD S.4 Library Materials Expenditure Per Capita

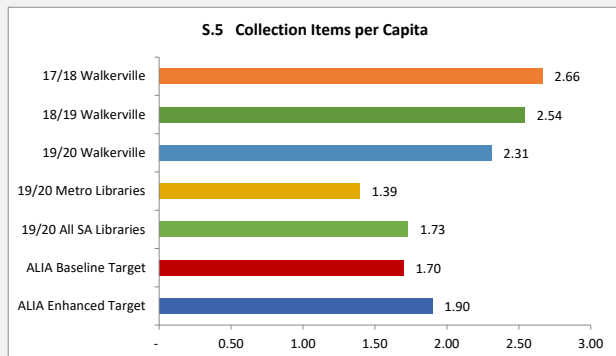


Collections are at the heart of libraries therefore having sufficient funds to purchase materials to meet the needs of the community is important. Materials expenditure also ensures that older stock can be replaced while still ensuring that customers can find relevant and interesting collection items.

The Libraries Board provides a grant of \$3.32 per capita for metropolitan libraries, with most councils providing additional funds to purchase materials for the collection.

Ten metropolitan libraries meet or exceed the ALIA baseline standard with figures ranging from \$3.80 to \$9.34.

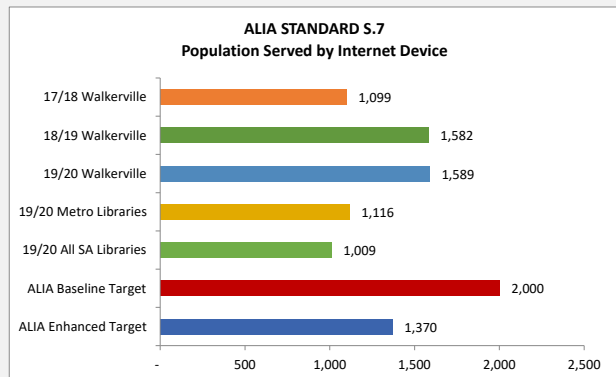
ALIA STANDARD S.5 Collection Items Per Capita



Collections need to be of a sufficient size and diversity to meet community expectations, with the aim of providing requested items within a reasonable time frame. In an effort to make space for public programs and seating etc. Some libraries have decreased the size of their collections to the point where they are well below the ALIA baseline standard.

The metropolitan average of 1.53 items per capita is 0.17 below the ALIA baseline standard. Ten metropolitan libraries meet or exceed the ALIA baseline standard with the figures ranging from 0.94 to 2.31 items per capita.

ALIA STANDARD S.7 Population Served by Internet Device



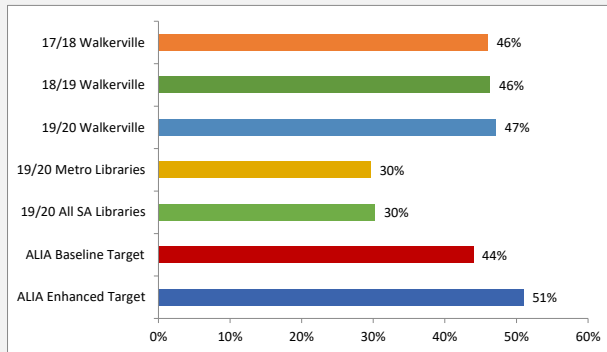
A key role of libraries is to provide access to information in its various forms, including online, via the Internet. Libraries therefore provide free access to computers and other devices for customer use. As the amount of online content has grown, and people are also using the internet for a wide range of purposes the need for libraries to offer this service has increased.

It should be noted that all libraries also provide free WiFi allowing customers to access the internet using their own devices. Some libraries report a significant number of customers use this service, potentially taking pressure off the need for libraries to have as many desktop PCs.

This measure should be read that a smaller ratio is a good indicator of a library that is attempting to meet the online information needs of its community.

Thirteen metropolitan libraries meet or exceed the ALIA baseline standard, with the figure of population per computer ranging from 844 to 2,370.

ALIA STANDARD S.8 Membership as a % of Population

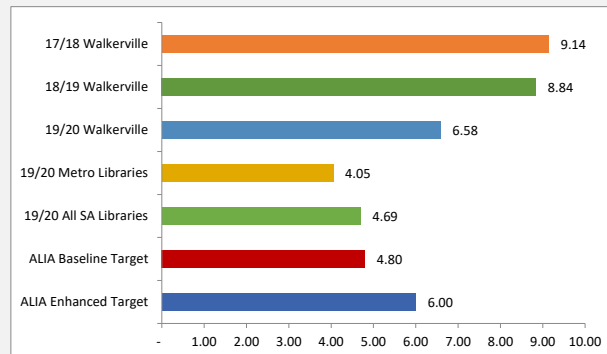


This figure gives an indication of the penetration of the library into community awareness. A council with a higher cost per capita (\$1 above) but a much higher user participation rate may be offering a more valuable service to the community than one with low input costs but low community use.

The ALIA standards were created for individual library services, rather than the consortium approach used in SA. The SA figures are generally well below the ALIA figure because of the single library card approach used in SA, where there has been an active campaign to reduce the number of users with duplicate cards.

Two metropolitan libraries meet or exceed the ALIA baseline standard; with the range of membership figures for metropolitan libraries being between 21% to 47%.

ALIA STANDARD S.9 Visits per Capita



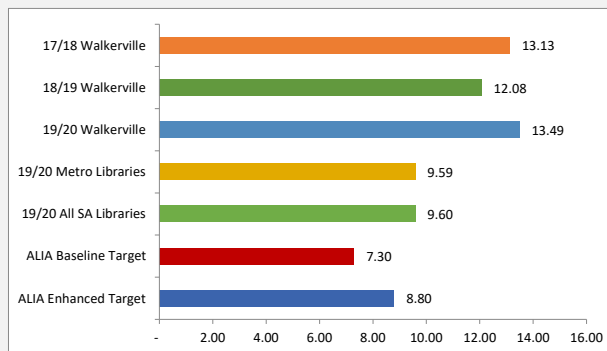
This measure provides a broad indicator of how useful and relevant library users find their library. Frequency of use can often indicate that the community finds real value in regular, repeated visits to the library. Sometimes repeated visits are linked to highly attended public programs.

This figure needs to be read in conjunction with S1 and S2 above. Where a library has a relatively low membership rate, this is often reflected in low visits per capita. A library with high per capita use may be providing a very valuable and effective service even if its running costs per capita are relatively high.

Five metropolitan libraries meet or exceed the ALIA baseline standard with the range of figures being 2.25 to 7.33.

It should be noted that the addition of online services such as digital magazines and books means that some customers have their reading needs met without ever visiting the library. Measures of digital services need to be added to future ALIA standards.

ALIA STANDARD S.11 Loans per Capita

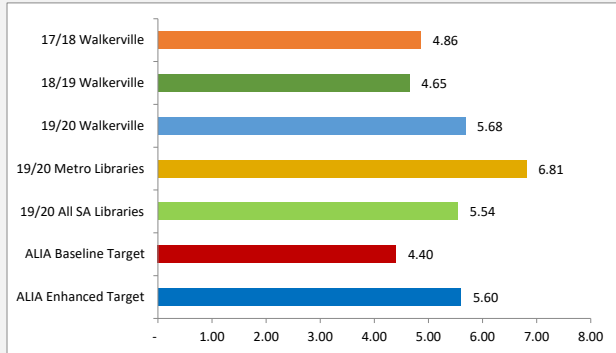


This measure attempts to indicate whether the collections are matching the needs of the community.

Included in these loan figures are items which are lent to local customers, but are owned by other library services. These items are provided as part of the network's longstanding Inter-Library Loan policy.

Seventeen metropolitan libraries meet or exceed the ALIA baseline standard. The loans per capita figures range from a low of 5.59 to a high of 15.01.

ALIA STANDARD S.12 Loans/Stock (Turnover)

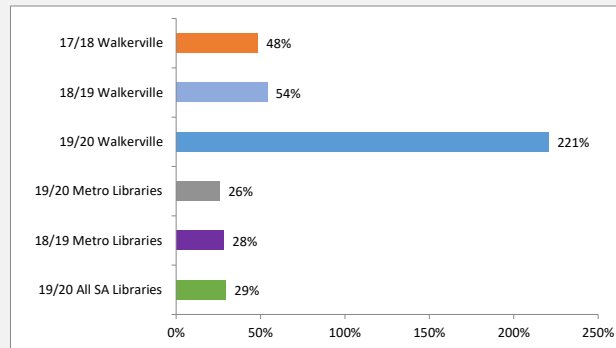


The quality of a library's collection is often reflected in the frequency of its use. However popularity needs to be balanced against ensuring that less popular items are available to meet the information needs of a diverse range of customers, some of whom have very specific requirements.

This measure indicates that eighteen metropolitan libraries meet or exceed the ALIA baseline standard with the figures ranging from 4.21 to 8.05.

This needs to be read in conjunction with S5 above, where some of the larger libraries in Adelaide have collections much smaller than the ALIA standard. This means that these smaller collections generate many loans.

ALIA STANDARD S.13 Percentage of Population that Attend Library Events



While ALIA has included a standard relating to public attendance at public programs, national comparative data is not yet available.

It is recognised that the figure of "percentage of population attending programs" is not an accurate measure as many people are repeat visitors to programs. However it is one way of turning raw numbers into some consistent comparison between libraries of differing populations.

It is recognised that some libraries place great importance on public programs as a way of connecting the community to learning through the library. While there is no direct correlation between programs attendance and other indicators such as membership and visits, it is not surprising that many libraries report some alignment between these indicators.

The average figure for all metropolitan libraries is 35%, with the range being from 5% to 221%.

Meeting:	Council
Title:	Council Assessment Panel – Decisions of CAP Update Report
Responsible Manager:	Group Manager Planning Environment & Regulatory Services, Andreea Caddy
Author:	Group Manager Planning Environment & Regulatory Services, Andreea Caddy
Key Pillar:	Strategic Framework – Key Pillar 5 – Heritage – Protect and maintain the unique history of the township and its buildings
Key Focus Area:	Urban Master Plan
Type of Report:	Information Only

Recommendation

That Council receive and note the Council Assessment Panel – Decisions of CAP Update report.

Summary

Pursuant to Section 83 of the *Planning, Development and Infrastructure Act 2016* (“the PDI Act”), Council has established a Council Assessment Panel (CAP) known as the Town of Walkerville Assessment Panel (“the CAP”) for the purpose of performing the functions assigned to it under Part 4 of the *Development Act 1993* (“the Development Act”).

The CAP meets on the second Monday of each month to review development applications where the CAP is the designated Authority. CAP’s primary functions are:

- to act as a delegate of the Council in accordance with the requirements of the PDI Act, the Development Act and any relevant instrument of delegation;
- to provide advice and reports to the Council as it thinks fit on trends, issues and other matters relating to planning or development that have become apparent or arisen through its assessment of applications under the Development Act;
- and
- to perform other functions (other than functions involving the formulation of policy) assigned to the CAP by the PDI Act or the Planning, Development and Infrastructure (General) Regulations 2017 (“the PDI Regulations”) from time to time.

Background

On the instruction of the Chief Executive Officer, a regular reporting cycle is being commenced with this report to advise Council of high level detail relating to current development applications and trends within the Town of Walkerville.

The March CAP Meeting occurred on Tuesday 9 March 2021 (Tuesday being the date of the March meeting by virtue of a South Australian Public Holiday on 8 March 2021).

The CAP considered a total of two applications:

- **DA 200/221/20**
8 Buckingham Street, Gilberton SA 5081
Proposal: Partial demolition with alterations and two storey additions to a Contributory Item with a free-standing screen.
Zoning: Residential Character Zone/ Gilberton North Policy Area 12.

Seven (7) representations – six (6) in attendance.

APPROVAL granted with conditions .

- **DA 200/225/20**
30 Briar Avenue, Medindie
Proposal: Demolition of existing dwelling and outbuilding with construction of a Single Storey Detached dwelling with basement entertaining area, associated swimming pool and safety barrier, outbuilding, masonry pier and plinth front fence, boundary fencing, underground tank and removal of a Significant Tree (Golden Wych Elm).
Zoning: Residential Character Zone/ Medindie Policy Area 14.

APPROVAL granted with conditions.

The March CAP meeting Agenda was the last to be considered solely under the *Development Act 1993*. The *Planning, Development and Infrastructure Act 2016* was introduced on 19 March 2021 and from this day on, every CAP meeting Agenda will be split between applications to be dealt with under the *Development Act 1993*, relating only to those applications with a lodgement date prior 19 March 2021 and those applications to be dealt with under the *Planning, Development and Infrastructure Act 2016*, with a lodgement date post 19 March 2021.

Next Steps

Hereon, Council will receive monthly information reports of this nature, as they relate to CAP meetings, noting that there may be some months where no reports will be presented on the basis that CAP did not meet.

Meeting: Council

Title: Walkerville Oval Redevelopment Committee Meeting Minutes 13 April 2021

Responsible Manager: Chief Executive Officer, Kiki Cristol

Author: Manager Property, Contracts & Strategic Projects, Scott Reardon

Key Pillar: **Strategic Framework – Key Pillar 7 – Leadership – A responsible and influential local government organisation**

Key Focus Area: **Financial Guiding Principle 1- Finances managed responsibly**

Type of Report: **Information Only**

Recommendation

That Council receives and notes the minutes of the Walkerville Oval Redevelopment Committee held on 13 April 2021.

Summary

The purpose of this report is to provide Members with the minutes from the Walkerville Oval Redevelopment Committee meeting held on 13 April 2021.

Background

The Walkerville Oval Redevelopment Committee (**Committee**) held their inaugural meeting on Tuesday 13 April 2021 to commence the planning for the Walkerville Oval redevelopment project in order to ensure the project is delivered on time, within budget, and to the agreed quality.

The minutes of the Committee meeting held on 13 April 2021 appear as Attachment A to this report for Members' information. The items discussed at this meeting were as follows:

Item	Report	Resolution
4.1	Meeting Frequency	WOR01/20-21
6.1*	Walkerville Oval Redevelopment – Project Architect RFQ Submissions and proposed Project Management Structure	WOR02/20-21

* Considered in confidence

Next Steps

Please note that these minutes are to be confirmed at the next meeting of the Walkerville Oval Redevelopment Committee scheduled for Tuesday 27 April 2021.

Attachment

Attachment A	Walkerville Oval Redevelopment Committee Meeting 13 April 2021
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MINUTES

of

**WALKERVILLE OVAL REDEVELOPMENT
COMMITTEE MEETING**

held in

**WALKERVILLE CIVIC CENTRE
COUNCIL CHAMBERS
66 WALKERVILLE TERRACE GILBERTON**

on

TUESDAY 13 APRIL 2021 AT 11AM

MINUTES
Tuesday 13 April 2021

The meeting was declared open at 11am.

1. ATTENDANCE RECORD

1.1 Present

Mayor Fricker Elizabeth Fricker
Deputy Mayor Cr Robert Ashby AM
Cr MaryLou Bishop
Cr James Williams

Proxy Delegates (attending as observers):

Cr Norm Coleman

In Attendance

Manager Property Contracts & Strategic Projects, Scott Reardon
Council Secretariat, Rae Pluck

1.2 Apologies

CEO, Kiki Cristol
Group Manager Planning, Environment & Regulatory Services, Andreea Caddy
Cr Conrad Wilkins

1.3 Not Present / Leave of Absence

Nil.

2. CONFIRMATION OF PREVIOUS MINUTES

Nil.

3. DECLARATIONS OF INTEREST (material, actual, perceived)

Nil.

4. REPORTS REQUIRING DECISION OF COMMITTEE

4.1 Meeting Frequency

Moved: Cr Bishop
Seconded: Cr Ashby

WOR01/20-21

That the Committee agree to meet fortnightly on the second Tuesday of the month at 11am during the tender / design stage and then monthly on the second Tuesday of the month at 11am during the construction stage of the Project and at other appropriate times as and when required, it being noted that where there are no items for consideration the meeting(s) will be cancelled.

5. REPORTS REQUIRING DISCUSSION AND / OR PRESENTED FOR INFORMATION

Nil.

6. CONFIDENTIAL REPORTS

- 6.1 Walkerville Oval Redevelopment – Project Architect RFQ Submissions and proposed Project Management Structure

Moved: Cr Bishop

Seconded: Cr Ashby

WOR02/20-21

Pursuant to s90(3)(k)

Pursuant to section 90(2) of the *Local Government Act 1999* the Walkerville Oval Redevelopment Committee orders that all members of the public except Group Manager Planning, Environment & Regulatory Services Andreea Caddy, Manager Property, Contracts and Strategic Projects Scott Reardon, Council Secretariat Rae Pluck be excluded from attendance at the meeting for Agenda Item 6.1 Walkerville Oval Redevelopment – Project Architect RFQ Submissions and proposed Project Management Structure.

The Walkerville Oval Redevelopment Committee is satisfied that pursuant to section 90(3)(k) of the Act, the information to be received, discussed or considered in relation to this Agenda Item are tenders for the provision of Architectural services for the Walkerville Oval redevelopment.

The Walkerville Oval Redevelopment Committee is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information to be disclosed and discussed has the potential to impact adversely on each of the tenderers as competitive commercial information will be disclosed

CARRIED

The time being 11.04am the meeting moved into confidence.

Moved: Cr Ashby
Seconded: Cr Bishop

WOR04/20-21

Recommendation (Public)

Pursuant to s.91(7)

That having considered Agenda Item 6.1 Walkerville Oval Redevelopment – Project Architect RFQ Submissions and proposed Project Management Structure in confidence under section 90(2) and (3)(k) of the *Local Government Act 1999*, the Walkerville Oval Redevelopment Committee, pursuant to section 91(7) of that Act orders that the report, attachments and minutes relevant to this Agenda Item be retained in confidence for 12 months or until the Project has been finalised

and

That the Walkerville Oval Redevelopment Committee resolves to end its confidential deliberations pursuant to Section 90(2) of the *Local Government Act 1999* and re-admit the public.

CARRIED

The time being 11.25am the meeting moved out of confidence.

7. COMMUNICATIONS AND MARKETING

Nil.

8. STAKEHOLDER ENGAGEMENT

Nil.

9. OUTSTANDING ACTIONS

Nil.

10. CLOSURE

The meeting closed at 11.25am.

Meeting: Council

Title: ERA Water Board Minutes 29 March 2021

Responsible Manager: Chief Executive Officer, Kiki Cristol

Author: Acting Council Secretariat, Rae Pluck

Key Pillar: Strategic Community Plan Key Pillar 7 - A responsible and influential local government

Type of Report: Information Only

Recommendation

That Council receives and notes the ERA Water Board Minutes for the meeting convened on 29 March 2021.

Summary

To provide Members with the minutes of the ERA Water Board meetings convened on 29 March 2021.

Background

Walkerville is a Constituent Council of ERA Water. Meetings are held in accordance with the Charter and the matters discussed are reported back to the respective Councils via the minutes of these meetings.

The minutes of the ERA Water Board meetings convened on 29 March 2021 are attached for Member's information.

Items considered at the meeting of 29 March 2021 included:

Item Number	Title	Resolution Number
5.1	Financial Reports	ERAW63/20-21
5.2	Budget 2021/2022	ERAW64/20-21
6.1 *	Commercial Report - Verbal	ERAW65/20-21
6.2 *	Appointment of Interim GM – Verbal	ERAW68/20-21
7.1	Operations Update, including Torrens River and EPA Update	ERAW62/20-21

8.1	WGA Contract	ERAW71/20-21
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* Considered in confidence by the ERAW Board.

Members are to note that the minutes of the ERA Water Board meeting held on 29 March 2021 are to be confirmed at the next meeting of the Board.

Any items requiring a decision of Constituent Council's will, upon receipt from ERA Water, be presented to Council for consideration.

Attachment

Attachment A	ERA Water Board Minutes 29 March 2021
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ERA WATER

MINUTES

of

ERA WATER SPECIAL BOARD MEETING

held at the

**COUNCIL CHAMBER
TOWN OF WALKERVILLE
66 WALKERVILLE TERRACE GILBERTON**

On

MONDAY 29 MARCH 2021 at 3.06PM

MINUTES
29 March 2021

The meeting was declared open at 3.06pm

1. ATTENDANCE RECORD

- 1.1 Present
Cr John Minney (City of Norwood, Payneham & St Peters) –
Acting Chairperson
Cr Sarah Hughes (City of Burnside)
Cr MaryLou Bishop (Town of Walkerville)

In attendance
Danni Haworth, WGA Associate
Michael Richardson, BRM Advisory
Rae Pluck, Secretariat, Town of Walkerville

- 1.2 Apologies

Nil.

2. ADOPTION OF MINUTES

- 2.1 Minutes of ERA Water Board Meeting held on 5 February 2021

Moved Cr Hughes
Seconded: Cr Bishop

ERAW61/20-21

That the minutes from the Board meeting held on 5 February 2021 be confirmed as a true and accurate record of the proceedings.

CARRIED

3. DECLARATIONS OF INTEREST – Material, Actual, Perceived

Nil.

4. PRESENTATIONS

Nil.

The Board brought forward consideration of item 7.1 Operations Report, including Torrens River and EPA Verbal Update, due to the attendance of Danni Haworth (WGA).

- 7.1 Operations Report, including Torrens River and EPA Update - Verbal

Moved Cr Hughes
Seconded: Cr Bishop

ERAW62/20-21

The Board notes the verbal Operations Report, including Torrens River and

EPA Update.

CARRIED

The time being 3.21pm Danni Haworth left the meeting.

5. REQUIRING DECISION OF THE BOARD

5.1 Financial Reports

Moved Cr Hughes
Seconded: Cr Bishop

ERAW63/20-21

The Board/Audit Committee notes the monthly management accounts and cashflow forecast for February 2021.

CARRIED

5.2 Budget 2021/2022

Moved Cr Hughes
Seconded: Cr Bishop

ERAW64/20-21

That the Board:

1. Note the comments of the Audit Committee being:
 - The delivery of the Budget is dependent upon sales of water to new customers; and
 - The cash position is close to the debt limit and, as a consequence, constituent Councils may be required to make a cash contribution to maintain ERA Water within that limit;
2. Request the Acting Chairperson write to constituent Councils and request the following:
 - Pay for 100% of their water allocation in July 2021; and
 - Councils pay for their 2021-22 water at the 2020-21 budgeted rate of \$3.352 KI (the rate prior to the SA Water price reduction).

CARRIED

6. CONFIDENTIAL REPORTS

6.1 Commercial Report - Verbal

Recommendation (Public)

Moved: Cr Hughes
Seconded: Cr Bishop

ERAW65/20-21

Pursuant to s90(2), s90(3)(d) and s90(3)(k)

Pursuant to section 90(2) of the *Local Government Act 1999* the Board orders that all members of the public, except Michael Richardson, Director BRM Advisory, ERA Water Secretariat, Rae Pluck Town of Walkerville be excluded from attendance at the meeting for Agenda Item 6.1 – Commercial Report - Verbal.

The Board is satisfied that, pursuant to section 90(3)(d) and 90(3)(k) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information and could confer a commercial advantage on a third party. The information supplied has been provided as part of Board reporting of commercial negotiations.

In addition, the Board has further considered that the information would on balance be contrary to the public interest as negotiations are still ongoing.

CARRIED

The time being 3.45pm the meeting moved into confidence.

Recommendation (Public)

Moved: Cr Hughes

Seconded: Cr Bishop

ERAW67/20-21

Pursuant to s90(2), s90(3)(d) and s90(3)(k)

That having considered Agenda Item 6.1 Commercial Report – Verbal in confidence under section 90(2), 90(3)(d) and 90(3)(k) of the *Local Government Act 1999*, the Board, pursuant to section 91(7) of that Act orders that the agenda, minutes and attachments relevant to this Agenda Item be retained in confidence until the matter has been finalised and that pursuant to Section 91(9)(c) of the *Local Government Act 1999* the Board delegates to the Acting Chairperson the power to review and revoke this Order and that the Board resolves to end its confidential deliberations pursuant to Section 90(2) of the *Local Government Act 1999* and re-admit the public.

CARRIED

The time being 4.06pm the meeting moved out of confidence.

6.2 Appointment of Interim GM – Verbal Report

Recommendation (Public)

Moved: Cr Bishop

Seconded: Cr Hughes

ERAW68/20-21

Pursuant to s90(2), s90(3)(a)

Pursuant to section 90(2) of the *Local Government Act 1999* the Board orders that all members of the public, except Michael Richardson, Director BRM Advisory, ERA Water Secretariat, Rae Pluck Town of Walkerville be excluded from attendance at the meeting for Agenda Item 6.2 – Appointment of Interim GM – Verbal Report.

The Board is satisfied that, pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), being persons who have applied for the position of Interim General Manager of ERA Water.

The Board is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because disclosure of details may be released to the public before the successful applicant has been formally notified of their appointment.

CARRIED

The time being 4.27pm the meeting moved into confidence.

Recommendation (Confidential)

Moved: Cr Hughes

Seconded: Cr Bishop

ERAW69/20-21

That the Board:

1. Note that it has met with two potential candidates for the vacancy of Interim GM; and
2. Request the Acting Chairperson negotiates with the preferred candidate and write and thank the unsuccessful candidate.

CARRIED

Recommendation (Public)

Moved Cr Hughes

Seconded: Cr Bishop

ERAW70/20-21

Pursuant to s91(7)

That having considered Agenda Item 6.2 Appointment of Interim GM Verbal Report in confidence under section 90(2), 90(3)(a) of the *Local Government Act 1999*, the Board pursuant to Section 91(9)(c) of the *Local Government Act 1999* revoke this Order and that the Board resolves to end its confidential deliberations pursuant to Section 90(2) of the *Local Government Act 1999* and re-admit the public.

CARRIED

The time being 4.41pm the meeting moved out of confidence.

7. INFORMATION REPORTS

7.1 Operations Update, including Torrens River and EPA Update

This item was considered earlier in the meeting, immediately following item 4.

8. OTHER BUSINESS

8.1 WGA Contract

Moved: Cr Bishop

Seconded: Cr Hughes

ERAW71/20-21

That the Board request the Acting Chairperson to write to WGA with an offer to extend their contract for a further one month to then renegotiate longer term support.

CARRIED

The time being 4.50pm Michael Richardson left the meeting.

9. CLOSURE

The meeting was declared closed at 5.03pm.

The next meeting of the Board will be a Special meeting to be confirmed and held in April 2021 and the next ordinary meeting to be held on Monday 3 May 2021 at 9.30am at the Town of Walkerville.



Item No: 16.5
Date: 19 April 2021
Attachment: Nil.

Meeting: Council
Title: Outstanding Council Resolutions / Action Report
Responsible Manager: Chief Executive Officer, Kiki Cristol
Author: Acting Council Secretariat, Raelene Pluck
Key Pillar: Strategic Community Plan Key Pillar 7 - A responsible and influential local government
Type of Report: Information Only

Recommendation

That Council receives and notes the list of Council resolutions currently being processed as at 15 April 2021.

Summary

This report provides a table of Council resolutions that are currently being processed up to 15 April 2021.

Background

Monthly reports are provided to Council including a list / table of resolutions currently being actioned.

Those **greyed out** reflect resolutions that have been completed and / or no further action required.

RESOLUTIONS CURRENTLY BEING ACTIONED

DATE	RESOLUTION	ACTION	PROGRESS	DUE DATE	RESPONSIBLE OFFICER
17/06/2019	<p>14.3.8 Contributory Items Review PDI Act 2016</p> <p>CNC 401/18-19</p> <p>That Council having considered the Strategic Planning and Development Committee (SPDPC) recommendation of 6 June 2019 to undertake an independent review of the existing 550+ Contributory Items within the Township and consider the most cost effective way of determining the historic status of the Contributory Items against the existing Local Heritage listing criteria, supports a two staged review as follows:</p>	Report included in the September 2020 Agenda for Council consideration.	<p>Consultant feedback has been that due to the sheer volume of local gov work, raw data for this project will be provided to Council by mid December 2020. Administration will input raw data into heritage data sheets and aim to lodge before end of 2020 calendar year with DIT.</p> <p>COMPLETED</p>	February 2021	GM(PERS)
	<p>Phase 2 (19 August – 31 October 2019)</p> <ul style="list-style-type: none"> External consultant (Heritage Architect/Historian) to undertake detailed survey analysis of Shortlisted Contributory Items Administration review of findings and DPTI liaison on options and timeframes Consultant report to be presented to Council for decision on available options. 		<p>Anticipated to be presented to Council in workshop form in February 2021. Workshop will take place once SOI has been approved. SOI not approved yet.</p> <p>Report included in April 2021 agenda.</p>	<p>February 2021</p> <p>Revised Date: April 2021</p>	GM(PERS)

19/08/2019	<p>14.3.1 Proposed Additional Fees and Charges</p> <p>CNC40/19-20</p> <p>That Council requests the WCAC to develop prototypes for types of appropriate plaques to be placed in the Wesleyan Cemetery and that a report be presented to Council for consideration</p>	In progress	<p>Indicative historic concept design underway in accordance with new policy provisions. These will be presented to WCAC at their next meeting for consideration.</p> <p>Information to be presented to Council in the May 2021 agenda due to the rescheduling of the April WCAC meeting.</p>	May 2021	M(PC&SP)
16/03/2020	<p>14.1.1 Strategic Property Review – 39 Smith Street Asset – deferred by Council resolution CNC268/19-20</p> <p>CNC306/19-20</p> <p>1. That Council instructs Administration to undertake an Open Expression of Interest (EOI) Tender process in line with Council’s Procurement Policy, to seek out parties who may have an interest in entering into a long –term lease over the whole or part of Certificates of Title 5651/ 912 (Fuller Street 1), 5274/ 937 (Fuller Street 2), 5796/ 887 (Fuller Street Works Depot), 5728/637 (Smith Street 1) and 5838/ 95 (Smith Street 2) for the purpose of investing in and redeveloping the site / building for the benefits of the community.</p>	<i>This specific item</i>	<p>In progress – Appointment of the EOI Evaluation Panel has been completed and finalised in accordance with CNC263/20-21 and CNC294/20-21. EOI expected to be released between 27/04/2021 and 22/06/2021.</p> <p>Completed</p>	July 2021	M(PC&SP)

	<p>2. That Council establish an Evaluation Panel, made of three (3) Independent Audit Committee Members, subject to their acceptance, with the appropriate Administrative support, to oversee the Tender Evaluation process listed in point 1 above and provide recommendations to Council at the conclusion of the process.</p> <p>3. That an Elected Member Informal Gathering be held in order to provide guidance to Administration in the development of the Evaluation Panel Terms of reference and Evaluation Matrix , prior to Council's consideration and endorsement of same</p> <p>4. Council officially advises the current Lessee of Certificates of Title 5728/637 (Smith Street 1) and 5838/95 (Smith Street 2) that the end of the lease term (viz 31 December 2020) Council does not propose to offer a renewal or extension of the existing lease, which does not preclude the existing Lessee from participating in the EOI Tender.</p> <p>5. That Council instructs Administration to prepare a letter to the Town of Walkerville residents outlining the process and timing that will be undertaken with respect to the EOI tender and the reasons behind its decision.</p>	<p><i>has been superseded. Panel will now consist of five (5) members</i></p> <p><i>Letter to be distributed to residents prior to the commencement of the s194 Community Consultation</i></p>	<p>Completed - held 21 April 2020 Completed – Council endorsed ToR & Matrix 20 July 2020 – CNC7/20-21</p> <p>Completed</p> <p>In progress – letter drafting in progress and is expected to be sent to residents mid-April 2021</p>		
20/04/2020	<p>14.1.2 Medindie Transport & Parking Plan Community Consultation Outcome</p> <p>CNC334/19-20</p>		<p>In progress</p> <p>Administration is</p>	<p>April 2021</p>	<p>GM(A&I)</p>

	<p>That Council:</p> <ol style="list-style-type: none"> 5. Instructs Administration to review and report on the success of any parking restrictions recommended, 12 months post implementation. 6. Requests Administration to review all Council roads entering onto DPTI roads, identify if there are problems and request DPTI to mark the roads with "KEEP CLEAR". 		<p>monitoring the implementation of different parking restrictions and their impacts.</p> <p>Keep Clear documentation included in April Council agenda for consideration</p> <p>Update on successes post implementation being presented to Council in April 2021</p>		
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DATE	RESOLUTION	ACTION	PROGRESS	DUE DATE	RESPONSIBLE OFFICER
15/06/2020	<p>14.1.1 Revocation of Community Land Classification</p> <p>CNC382/19-20</p> <p>1. That Council directs Administration to withdraw from the Minister of Local Government its current 2020 application, which seeks to revoke the Community Land Classification from those portions of land contained within Certificates of Title 5728/637 (Smith 1) and 5838/95 (Smith 2) and the portion of land contained within Certificate of Title 5796/887 (Depot), which represent the footprint of the building located at 39 Smith Street;</p> <p>2. That following the findings of both the 2016 and 2019 Strategic Property Reviews and associated Council decisions relating to both reviews, Council endorse the proposed Revocation of the Community Land Classification from the whole of land contained within Certificates of Title 5728/637 (Smith 1) and 5838/95 (Smith 2) and the portion of land contained within Certificate of Title 5796/887 (Depot);</p> <p>3. That pursuant to s.194 of the <i>Local Government Act</i> 1999, Council directs Administration to undertake the required Community Consultation pertaining to the proposed Revocation;</p> <p>4. That following the conclusion of the Consultation, a subsequent report be submitted to Council outlining any/ all feedback received.</p> <p>5. That the public consultation period be for a period of six weeks commencing on 1 September 2020 and concluding on Friday 16 October 2020 to enable Administration to present a report to the Ordinary meeting of Council in November 2020.</p>	<p>Completed</p> <p>Completed</p> <p>Completed</p> <p>Completed</p> <p>Completed</p>	<p><i>Formal letter of withdrawal sent to both the Office of Local Government and the Minister's Office 19 June 2020.</i></p> <p>Completed per Resolution CNC382/19-20</p> <p>Information report included in the 16 November 2020 agenda and again in the 18 January 2021 agenda. It is anticipated that a subsequent report will be submitted to Council pertaining to this matter mid-2021 following Statute</p>	June 2021	M(PC&SP)

			Amendment Bill outcome (LG Act reform agenda).		
17/08/2020	<p>13.2 Motion with Notice – Deputy Mayor Cr MaryLou Bishop</p> <p>CNC52/20-21</p> <p>Council instruct Administration to engage with the Department of Infrastructure and Transport to allow “keep clear” line markings to designated Department of Infrastructure and Transport roads around the Township to make movement in and out of the four (4) suburbs easier.</p>		<p>In progress</p> <p>Sites have been identified and further investigation and documentation is being prepared to present to Council in April 2021 in preparation for presenting to DIT for consideration.</p> <p>Also refer to item CNC334/19-20</p>	June 2021	GM(A&I)
17/08/2020	<p>14.3.3 Public Notification and Hard Lodgement Fees Under the PDI Act</p> <p>CNC61/20-21</p> <ol style="list-style-type: none"> 1. That Council request Administration to commence a procurement process for public notification signage. 2. That Council request Administration to amend the fees and charges as conferred by the powers under Regulation 47(4)(d) of the PDI (General) Regulation 2017, upon commencement of the Phase Three Planning and Design Code, to reflect that the actual cost for each notice to be erected on the land (corner sites are required to have two signs, one for each road frontage) will be borne by applicant. 		<p>Initial quote received from provider</p> <p><i>Remaining actions being assessed based on recent advice Phase Three P&D Code will go live from 19 March 2021.</i></p>	June 2021	GM(PE&RS)

	<p>3. That upon the commencement of the Phase Three Planning and Design Code, Council has determined not to waive the \$80 hard lodgement fee set out under Schedule 1, Part 2 5(b) of the Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019.</p>				
17/08/2020	<p>14.3.4 Waste Advisory Group – Green Waste Diversion and Other Initiatives</p> <p>CNC62/20-21</p> <p>1. That Council request Administration write to the Local Government Association to provide their support for the Woolworths and LGA “Food for the Earth” initiative requesting that the initiative include an educational element with regard to minimising unnecessary purchases.</p> <p>2. That Council request that East Waste consider the fullness/available capacity of the green waste bin in their next available audit.</p> <p>3. That Council request Administration undertake a survey of Walkerville households and businesses in order to investigate the behavioural drivers for green waste diversion.</p> <p>4. That Council agrees to the Waste Advisory Group recommendation to undertake a public education program to increase awareness of the type of materials that can go in the green waste bin, accessing the funds East Waste allocate through KESAB.</p> <p>5. That Council request that Administration further research and present additional intervention strategies to the next available Waste Advisory Group as it relates to:</p>	<p>Completed</p> <p>In progress</p> <p>Completed</p> <p>In progress</p> <p>Report presented to September 2020 meeting</p>	<p>Letter to LGA sent on 31 August 2020</p> <p>Report presented in the October 2020 agenda with RFID tags</p> <p>Report presented to December 2020 Council meeting</p> <p>Education plan in drafting</p> <p>Reports with initiatives presented on</p>	<p>October 2020</p> <p>December 2020</p> <p>Ongoing as each waste stream is</p>	GM(A&I)

	<p>a. unrecovered resources and education around waste separation.</p> <p>b. comingled recycling and education including CDS and non-CS containers.</p> <p>c. organics contamination and education around waste separation.</p> <p>6. That Council direct Administration to find \$1,100 savings in the Waste Budget in order to fund a small green waste educational program for households.</p> <p>7. That as part of the 2021/ 2022 budget cycle Council consider installing a three bin system in the public domain specifically in the main trading streets where food is sold and the Community and Civic Centre.</p>	<p>In progress</p> <p>In progress</p> <p>Ongoing</p> <p>Completed</p> <p>Delayed</p>	<p>September meeting agenda</p> <p>Report presented to December 2020 WAG</p> <p>Savings have been made and budget line has been set up</p> <p>Included in the WAG works plan</p>	<p>explored further</p> <p>After July 2021</p>	
21/09/2020	<p>14.3.9 Green Waste Diversion Initiatives</p> <p>CNC102/20-21</p> <p>1. That Council requests that Administration undertake an investigation to determine how many rateable properties do not have a green organics bin and report back to the Waste Advisory Group at the December 2020 WAG meeting, recognising that the 'investigation' will be carried out by Administration and include a survey and / or drive-by analysis.</p> <p>2. That Council requests that Administration present a report to the December Waste Advisory Group meeting with a draft framework exploring the frequency of the waste collection schedule.</p>	<p>Results presented at December 2020 Council meeting</p>		<p>January 2021</p> <p>December 2020</p>	SP
19/10/2020	14.1.2 Collections Strategy 2020-2024			June 2021	C&MM

	<p>CNC149/20-21</p> <ol style="list-style-type: none"> 1. That Council resolve to replace the Collections Policy with the Collections Strategy 2020-2024, appearing as Attachment A to this report. 2. That Council requests that Administration undertake an audit of Council's Collection and a further report be presented to a future meeting. 3. That Council authorise Administration to make changes of a technical or minor formatting nature to the Collections Strategy 2020-2024. 	<p>Completed</p>	<p>Council resolved to adopt the 2020-2024 Collections Policy at the October 2020 Ordinary meeting of Council.</p> <p>Administration to organise an audit of Council's Collection in 2021.</p>		
19/10/2020	<p>14.3.2 Draft Gilberton Traffic & Parking Plan Report</p> <p>CNC154/20-21</p> <ol style="list-style-type: none"> 1. That Council adopts the draft <i>Gilberton Local Area Traffic and Parking Plan</i> appearing as Attachment A to this report. 2. That Council resolves to carry out the installation of 3 hour parking zones within Gilberton and Medindie as per Attachment B, supported by the proposed advertising campaign described in Attachment C. 3. That Council directs Administration to undertake initiatives T12, T13, P3, P4, P1, P2 and P5 from Attachment A. 	<p>In progress</p>	<p>Communication plan currently being rolled out. Signage installed in March 2021</p> <p>3 hour restrictions to be implemented on 1 July 2021.</p>	<p>30 June 2021</p>	<p>GM(A&I)</p>
16/11/2020	<p>14.3.6 Benchmarking & Performance Reporting (resubmitted)</p> <p>CNC188/20-21</p>	<p>COMPLETED</p>		<p>June 2021</p>	<p>CEO</p>

	<ol style="list-style-type: none"> 1. That Council notes that the State Government is proposing to include benchmarking as part of the Local Government (Statutes Amendment) Review Bill 2. That Council consider service level reviews as part of the 2021/ 2022 budget process and seeks a report from Administration outlining the scope of the service level reviews 		<p>To be included as part of the 2021/22 ABP&B process for Council consideration.</p> <p>Item included in Budget workshop #2, but did not receive support of elected members.</p> <p><i>This item will be removed from the list after the draft ABP&B is released for public consultation.</i></p>		
30/11/2020	<p>3.1 Walkerville Oval Redevelopment Options Report</p> <p>CNC218/20-21</p> <p>That Council resolves to proceed with the Walkerville Oval redevelopment and in so doing:</p> <ol style="list-style-type: none"> 1. Instructs Administration to proceed with detailed designs for Option 2, being a total new building cost in the order of \$8 million; 2. Instructs Administration to submit a grant funding application as part of the State Government's Local Government Infrastructure Partnership Program, in the order of \$4 million to match the value of funds that Council will contribute; <p>Finalise the Prudential Review once funding is in place and detailed designs have been undertaken;</p>	<p>In progress</p> <p>Completed</p> <p>Yet to proceed</p>	<p>Community informed of the outcome of the 30 November 2020. All ratepayers have been sent a letter from the Mayor, as well as being informed through the <i>Weekly Round Up</i> and social media.</p> <p>Administration in process of preparing grant submission (due 29/1/21) for the</p>	30 June 2021	CEO

	<p>4. Undertake further public consultation to inform the community of Council's decision.</p>	Completed	<p>Local Government Infrastructure Partnership Program.</p> <p>Administration submitted grant on 29 January 2021 and was notified of successful application on 22 April 2021.</p> <p>First meeting of the Walkerville Oval Redevelopment Committee held on 13 April 2021.</p>		
21/12/2020	<p>12.1 Suburb Boundary Realignment</p> <p>CNC225/21-22</p> <p>That Administration investigate the impact to and interest of residents bounded by Lansdowne Tce, North East Rd, Ascot Avenue and the River Torrens to be designated as part of the suburb of Walkerville rather than Vale Park.</p>	In progress	<p>Initial research into the legislative mechanisms has been undertaken.</p> <p>A preliminary Reports appears in the April 2021 agenda.</p> <p>Community Consultation then expected to be conducted in May 2021.</p>	30 June 2021	M(PC&SP) C&MM

21/12/2020	<p>12.2 Walkerville Oval Redevelopment</p> <p>CNC226/20-21</p> <p>As part of the detailed design phase for the Walkerville Oval Redevelopment, that Administration present Council with options that include but are not limited to:</p> <ul style="list-style-type: none"> • A heritage style design option for the grandstand section of the Walkerville Oval Sports Club • Access to the grandstand that allows Civic Functions • Connectivity by way of footpaths between all clubs, Memorial Gardens, carparks and road ways • Incorporates public art in accordance with Council's Public Art Strategy. 	COMPLETED	Workshop held 22 March 2021,	30 June 2021	CEO, GM(PE&RS)
21/12/2020	<p>14.2.1 Review of the Public Encroachment Policy</p> <p>CNC227/20-21</p> <ol style="list-style-type: none"> 1. That Council receives and notes the revised Public Land Encroachment Policy appearing as Attachment A to this report with the amendments to change the current statement "artificial turf is not permitted" so as to read "that as from 1 March 2021, no further artificial turf is permitted". 2. That Council approve the release of the revised Public Land Encroachment Policy, appearing as Attachment B to this report, for public consultation for a period of 21 days commencing in January 2021 after which time the revised Policy be presented to Council for consideration. 3. That Council notes that Administration will include verge maintenance as part of the draft 2021/22 annual business plan for Councils consideration. 	<p>Completed</p> <p>Consultation completed</p> <p>To be included in</p>	Verge maintenance costing presented as a part of the	30 June 2021	GM(A&I)

	<p>4. That Council notes that Administration will present a further report to Council outlining legal and governance issues pertaining to the potential removal of synthetic turf verges that currently exist in and around the township.</p>	2021/22 AB&B	<p>budget bid process.</p> <p>To be presented at May ordinary Council meeting</p>		
21/12/2020	<p>14.3.5 Bin Audit Report</p> <p>CNC235/20-21</p> <p>1. That Council requests that Administration investigate and develop a strategy for the implementation of an opt-in weekly green organics bin trial.</p> <p>2. That Council requests that Administration review the financial feasibility of a green organics bin subsidy scheme as part of the 2021/22 draft budget process.</p>		<p>Green Organics subsidy presented as a part of the 2021/22 Budget Bid process</p>	30 June 2021	GM(A&I) SP
21/12/2020	<p>14.3.6 Green Waste Diversion – Survey Results and Education</p> <p>CNC237/20-21</p> <p>1. That Council receive and note the consultation results of the green waste survey appearing at Attachment A.</p> <p>2. That Council set aside \$3,000 for a targeted green waste education program including, updated website content as part of the budget review process.</p> <p>3. That Council requests that Administration liaise with East Waste Authority to seek their assistance in research initiatives focused on educational programs for waste diversion</p>	<p>No further action</p> <p>In progress</p> <p>In progress</p>		30 June 2021	GM(A&I) SP

DATE	RESOLUTION	ACTION	PROGRESS	DUE DATE	RESPONSIBLE OFFICER
18/01/2021	<p>14.3.1 Establishment of the Walkerville Oval Redevelopment Committee</p> <p>CNC262/20-21</p> <p>1. That Council establish a Section 41 Committee, pursuant to the <i>Local Government Act 1999</i> to oversee the Walkerville Oval – Sports & Community Hub Redevelopment project and that the Committee be named the Walkerville Oval Redevelopment Committee.</p> <p>2. That Council adopts the Terms of Reference, appearing at Attachment A as amended to allow for two Deputy members, as the Committee’s terms of reference.</p> <p>3. That in line with the adopted Terms of Reference, Council appoint the Mayor, Deputy Mayor and two Councillors, being Cr Williams and Cr Bishop, to the Committee.</p> <p>4. That in line with the adopted Terms of Reference, Council appoint Cr Coleman and Cr Wilkins as Deputy Members, to act as proxy as and when required.</p> <p>5. That in line with the adopted Terms of Reference (cl 5.4.2), Council defers the recruitment process for the appointment of up to two [optional] Specialist External Member(s) to the Committee as they see fit and make a recommendation for appointment to Council.</p>		<p>COMPLETED</p> <p>COMPLETED</p> <p>COMPLETED</p> <p>COMPLETED</p>	December 2021	CEO

DATE	RESOLUTION	ACTION	PROGRESS	DUE DATE	RESPONSIBLE OFFICER
15/02/2021	<p>14.2.1 Use of Council Parks, Gardens, Reserves and Open Space Policy Review</p> <p>CNC280/20-21</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Receives and notes the Use of Parks, Gardens, Reserves and Open Space Policy Review report. 2. Release the Use of Parks, Gardens, Reserves and Open Space Policy, appearing as Attachment A to this report, for public consultation. 3. Authorise Administration to make any changes to the Use of Parks, Gardens, Reserves and Open Space Policy of a minor technical or formatting nature prior to releasing the policy for public consultation. 	COMPLETED	<p>Draft policy released for public consultation between 22 February 2021 and 23 March 2021.</p> <p>Consultation feedback report to appear in the April 2021 agenda.</p> <p><i>This item will be removed from the May list</i></p>	April 2021	M(PC&SP)
15/02/2021	<p>14.3.3 Draft Policy of Notification – Accredited Professionals</p> <p>CNC285/20-21</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Receive and note this report and the Draft Policy of Notification - Accredited Professionals found in Attachment A. 2. Endorse the Draft Notification Policy - Accredited Professionals found in Attachment A to be released for public consultation in accordance with Council's Community Engagement and Consultation Policy. 	COMPLETED	<p>Community consultation undertaken between 9am Monday 22 February and 5pm Tuesday 16 March 2021.</p> <p>Report included in April 2021 agenda.</p>	April 2021	GM(PE&RS) SP

			<i>This item will be removed from the May list</i>		
15/02/2021	<p>14.3.4 Walkerville Street Wander Consultation Feedback & Next Steps</p> <p>CNC286/20-21</p> <ol style="list-style-type: none"> 1. That Council receives and notes the Walkerville Street Wander Consultation Feedback & Next Steps report; 2. That Council, noting the feedback and verbal advice outlined in this report, direct Administration to commence preliminary planning for a street party event to take place in the first quarter of 2022, so as to understand the full scope of costs and restrictions associated with running said event; 3. That following the completion of recommendation 2, a subsequent report be submitted to Council for their consideration; and 4. In the interim, Council supports Administration approaching local food businesses for expressions of interest in being part of the 2021 Food Fringe Festival and approves funding of registration and promotion for interested businesses up to \$3,000 in total from the community fund budget. 		<p>Also refer to CNC264/20-21</p> <p>Project presented to elected members as part of budget workshop #2, Project was not supported.</p> <p><i>This item will be removed from the list after the draft ABP&B is released for public consultation.</i></p> <p>COMPLETED</p>	<p>January 2022</p> <p>February 2022</p>	<p>M(CD&E) C&MM M(PC&SP)</p>
15/02/2021	<p>16.3.6 Levi Oval Tennis Court Surrounds</p> <p>CNC296/20-21</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Receives and notes the Levi Park Oval Consultation Feedback. 	COMPLETED	<p>Construction to begin in May 2021.</p> <p><i>This item will be removed from the May agenda list</i></p>	June 2021	GM(A&I)

	2. Receives and notes the upgrade plans for the Levi Park tennis court surrounds, as shown in Attachment D, including the addition to the original plan of a BBQ under the picnic shelter.				
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DATE	RESOLUTION	ACTION	PROGRESS	DUE DATE	RESPONSIBLE OFFICER
15/03/2021	<p>13.1 Motions with Notice - Cost of Footpaths and Associated Tree Planting – Cr J Williams</p> <p>CNC313/20-21</p> <p>That Administration provide cost-comparison estimates whenever footpaths or roads are upgraded or new footpaths or roads are built that include two cost options:</p> <ol style="list-style-type: none"> 1. <u>Includes</u> in the cost of the project the planting of trees and associated ground cover or plantings. 2. <u>Does not include</u> in the cost of the project the planting of trees and associated ground cover or plantings. <p>Consideration should also be given to protuberances and/or median strips where the road width allows.</p>	COMPLETED	<p>Presented costing options as a part of the ABP process</p> <p><i>This item will be removed from the list after the draft ABP&B is released for public consultation.</i></p>		GM(A&I)
15/03/2021	<p>14.1.1 Radio Frequency Identification (RFID) on Mobile Garbage Bins</p> <p>CNC314/20-21</p> <p>That Council supports and agrees to fund the installation of radio frequency identification (RFID) tags to all new and replacement general waste and recycling bins, effective from 29 March 2021 at a cost in the order of \$1.55 per bin (based on costs as at 11 March 2021).</p>	COMPLETED	<p><i>This item will be removed from th May agenda list</i></p>	April 2021	GM(A&I)

15/03/2021	14.3.1	<p>Walkerville Signage Project – Stage Two</p> <p>CNC316/20-21</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Receive and note the report entitled Walkerville Signage Project - Stage Two; 2. Acknowledges the scope of work required to complete the corporate signage vision in the context of the 2010 Walkerville Signage Project; 3. Approve \$76,100 (rounded up) to be factored into Budget Review 2; 4. Authorise Administration to proceed to manufacture and installation of the Streets of Distinction and Heritage Trail Markers. 	COMPLETED	<i>This item to be removed from the May agenda list</i>	April 2021	GM(PE&RS)
15/03/2021	14.3.2	<p>Willow Bend Toilet Upgrade</p> <p>CNC317/20-21</p> <p>That Council rescinds its decision (in part) of 21 December 2020 (CNC232/20-21) but only as it relates to the project for the <i>Replacement of Willow Bend Toilets with Exeloo (2 x DDA)</i> and in lieu thereof, resolves to change the scope of works for the Willow Bend Toilet upgrade from two DDA Exeloo's to one (1) DDA Exeloo, on the site adjacent to the existing toilet facility, retain the existing toilet facility to be repurposed for storage, undertake retaining and beautification of the surrounds, including installation of a new entry statement and banner frame.</p>	COMPLETED	<p>Construction estimated to begin in first quarter 2021/22 FY</p> <p><i>This item to be removed from the May agenda list</i></p>	April 2021	GM(A&I)
15/03/2021	14.3.3	Budget Review Two (2) – 2020 / 2021			April 2021	GM(CS)

	<p>CNC318/20-21</p> <ol style="list-style-type: none"> 1. That Council receives and notes the Budget Review Two (2) report. 2. That Council agrees to proceed with Option One, namely the inclusion of the Walkerville Signage Project – Stage 2 and the installation of a single (1) DDA Exeloo toilet facility, including all associated works. 3. That Council adopts Budget Review Two (2) for the 2020/21 financial year and the variances contained within it, as its amended and current budget for the period ending 30 June 2021. 	COMPLETED				
15/03/2021	<p>14.3.4 Treasury Report – CAD Fixed Interest rate update</p> <p>CNC319/20-21</p> <ol style="list-style-type: none"> 1. That Council rescinds resolution CNC283/20-21 (15 February 2021) and in lieu thereof, resolves to convert a \$3.5m portion of its existing cash advance facility debenture CAD75 (issued by the Council under section 135 of the <i>Local Government Act 1999</i>) to a fixed rate cash advanced facility, from the Local Government Finance Authority, of up to 2.05% for a period of 5 years at the prevailing rate determined on 16 March 2021 and instructs Administration to write to the Local Government Finance Authority to inform them of Councils decision and apply a commencement date of 16 March 2021. 2. That Council further resolves that if the rate is higher than Council's current variable rate (2.05%) on the 16 March 2021, that Administration monitor movement of the fixed rate and if the fixed rate drops under Council's variable rate (2.05%) then Administration is to proceed with converting a \$3.5m portion of its existing cash 		On going			GM(CS)

	<p>advance facility debenture CAD75 fixed for a period of 5 years.</p> <p>3. That Administration provide further update reports as part of the monthly financial reports to Council, as required in relation to this matter.</p> <p>4. That Council acknowledges that the total debt ceiling approved during the 2020/21 Annual Business Plan will remain unchanged.</p>				
15/03/2021	<p>14.3.5 Walkerville RSL – Memorandum of Understanding (MOA)</p> <p>CNC320/20-21</p> <p>1. That Council receives and notes the Walkerville RSL - Memorandum of Understanding (MOU) report.</p> <p>2. That Council increase the Walkerville RSL sponsorship from \$10,000 to \$13,000 per annum, effective from 2021/2022 financial year, in order to assist with the costs associated with holding community events on Remembrance Day and ANZAC Day.</p> <p>3. That Council, following the endorsement of this report, direct Administration to amend section 4.1.2.2 of the MOU (Attachment A) to reflect the change in budget allocation and that the CEO be authorised to update and sign the MOU as required.</p>		In progress, amended MOU sent to RSL for their signature but has not been received back	MAY 2021	CEO M(CD&E)
15/03/2021	<p>14.4.1 ERA Water Budget Review Two 2020/2021 & Cash Flow Forecast</p> <p>CNC322/20-21</p>				GM(CS)

	<ol style="list-style-type: none"> 1. That Council approves the ERA Water Budget Review Two & Cash Flow Forecast Report for 2020/2021 as detailed in Attachment A to this report. 2. That Administration writes to ERA Water advising of Council's decision. 3. That Council requests that Administration undertake a scenario analysis using ERA Water LTFP scenarios as a basis and how that directly impacts the Town of Walkerville LTFP during the 2021/2022 Annual Business Plan and Budget Process. 4. That Council request ERA Water to reconsider the price of water supplied to constituent Councils as originally budgeted. 5. That Council consider including the budgeted results of subsidiaries as part of the ABP&B and LTFP process. 		<p>COMPLETED</p> <p>COMPLETED</p> <p>To be presented as part of Budget Workshop 3</p> <p>COMPLETED</p> <p>To be presented as part of Budget Workshop 3</p>		
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CONFIDENTIAL ITEMS – CURRENTLY BEING ACTIONED

Date	Agenda Item / Title / Resolution Number	Progress	Council Report
	NIL CURRENTLY		



#16777063

18 March 2021

Mayor Elizabeth Fricker
 C/- CEO Kiki Cristol
 Town of Walkerville
 PO Box 55
 WALKERVILLE SA 5081

Level 5, 50 Flinders Street
 Adelaide SA 5000

GPO Box 1815
 Adelaide SA 5001

08 7109 7466
 saplanningcommission@sa.gov.au

Via email: efricker@walkerville.sa.gov.au / kcristol@walkerville.sa.gov.au

Dear Mayor Fricker

PHASE THREE PLANNING AND DESIGN CODE SUBMISSION

Thank you for your recent submission on the *Phase Three (Urban Areas) Planning and Design Code Amendment* (the Phase Three Code).

The State Planning Commission (the Commission) recognises the valuable contribution of the Town of Walkerville in providing your consideration and expertise on how the Phase Three Code can be improved.

We appreciate the time you have taken to provide a submission during the statutory consultation period in Nov/Dec 2020. We note you have placed the most significant emphasis on the following areas for our consideration:

- **Urban Renewal Neighbourhood Zone and Affordable Housing Overlay** – concern regarding the application of this zone and overlay to land at 40 Park Terrace, Gilberton, and the impact of height bonuses on adjoining land.
- **Housing Diversity Neighbourhood Zone** – lack of amalgamation policy to reflect existing policy intent.
- **Local Activity Centre Zone** – lacking clear policy regarding mixed use development, bulk, scale, setting and public realm.
- **Building Interface policy** – 30 degree plane is sought in place of the 45 degree plane.
- **Out of Centre development** – increased public notification required and additional policy to prevent de-facto centres from being created.
- **General Neighbourhood Zone** – concern regarding row dwellings, rear setbacks, private open space, storage policy, and crossover widths.
- **Suburban Neighbourhood Zone** – concern regarding row dwellings and deemed-to-satisfy pathways.

The Commission has considered your submission, and after having sought to work in close collaboration with your administration, is pleased to advise that the Phase Three Code has been amended to address your concerns in the following ways:

- **Urban Renewal Neighbourhood Zone and Affordable Housing Overlay**

Additional policy has been included in the Urban Renewal Neighbourhood Zone to guide the orderly transition of built form scale from the Urban Renewal neighbourhood Zone to adjoining lower-rise zones.

- **Out of Centre Development**

The Commission considers the provision of complementary non-residential land uses within residential areas to be of great importance to ensure neighbourhoods are provided with a range of facilities and services within convenient walking distance.

To this end, the Commission continues to support home-based businesses up to 50m² in all neighbourhood zones, up to 100m² in residential areas not in proximity to activity centres, and up to 200m² where commercial activity is more viable such as adjoining existing activity centres and on main roads.

The Commission has supported amendments to policy for shops, offices and consulting rooms in neighbourhood zones to:

- combine separate policies regarding the size of shops, offices and consulting rooms into a single Performance Outcome (PO)
- ensure that home businesses up to 50m² do not involve the display of goods in a window or about the dwelling or its curtilage
- only allow reinstatement of a former shop, consulting room or office in an existing building where either the building is a State or Local Heritage Place, or is in conjunction with a dwelling and there is no increase in the gross leasable floor area previously used for non-residential purposes
- only allow up to 200m² gross leasable floor area where abutting an Activity Centre (not separated by road) and the total abutting non-residential floor area does not exceed the lesser of 1000m² or 50% of the abutting Activity Centre's floor area.

The Commission has supported the creation of additional policy to guide out of centre development, as follows:

- Revised PO that seeks non-residential development located and designed to improve community accessibility to services, and to complement the residential character and amenity of the neighbourhood, in the following zones within your council area:
 - Established Neighbourhood
- New PO and DTS/DPF policy that limits the expansion of community services in a manner that complements the scale of development envisaged by the desired outcome for the neighbourhood in the following zones within your council area:
 - Established Neighbourhood

- **General Neighbourhood Zone**

The Commission has increased the minimum site area for row dwellings from 200m² to 250m².

Rear setback policy has been amended to add a new category for sites >300m² in area, with a rear setback of 4m for ground level and 6m for upper levels now required in the following zones within your council area:

- General Neighbourhood
- Suburban Neighbourhood

- **Suburban Neighbourhood Zone**

Technical and Numeric Variations (TNV) have only been carried over into the Code for dwelling types that are currently envisaged in the Walkerville Development Plan. Where a TNV value is not returned for a dwelling type, the DTS/DPF policy advises that the dwelling type cannot be classified as deemed-to-satisfy.

With respect to council's request to have the 30 degree plane building envelope applied within the Walkerville council area, I can advise that as Walkerville's Development Plan currently specifies a 45 degree plane, this is what has been carried over into the Code as a Technical and Numeric Variation (TNV). Should council wish to change this TNV, a separate Code Amendment would be required.

With respect to other policy changes sought by council, the Commission has resolved not to make any further changes at this time as it is considered that the Phase Three Code adequately reflects the intent of existing policy.

Further information on how the Commission has responded to the key policy matters raised during the consultation period is detailed in the Engagement Report prepared under Section 73 of the *Planning, Development and Infrastructure Act 2016*. The report includes an overview of the spatial changes made in response to submissions regarding your council area. The Commission's Engagement Report will be made available on the PlanSA portal (<https://plan.sa.gov.au>) when Phase Three of the Code goes live on Friday 19 March 2021.

One of the challenges for the Commission in considering submissions on the Phase Three Code was the need to balance a wide range of interests in a policy document that can impact on the lives of all South Australians. As such the Commission has sought to achieve the right balance between these views, as well as the degree to which existing development plans are transitioned to the Code, versus genuine policy reform.

Through the process of finalising the Phase Three Code, the Commission has focussed on a limited range of significant areas of reform including:

- lifting the bar on the quality of infill development
- strengthening our character and heritage
- protecting native vegetation
- promoting 'value adding' in rural areas.

At the same time, we have attempted to lay the groundwork on complex longer term policy issues including:

- climate change adaptation and mitigation, and
- economic restructuring, investment clusters and agglomeration.

The Commission respects that for some, the policy in the Phase Three Code on these matters may not go far enough, while for others it may go too far. However, the Commission intends to continue to explore the research and evidence around these important issues and will also ensure that future areas of reform are included in its forward work program.

There are important features of the Planning and Design Code (the Code) and the broader planning system, which require careful monitoring and evaluation to ensure that the Code is responsive and operates as expected. These features include:

1. The role and scope of the State Planning Policies, which provide the overarching guidance and strategy for the Code including their application in a non-spatial sense. In many cases these are tentative expressions which require further work.
2. The take up of deemed-to-satisfy development assessment pathways in the Code (as against performance-based pathways). The intention and direction is clear but the actual delivery of a more objective and less discretionary approach to assessment will take time.
3. The benefit and utility of the process for referral of development applications to specialist agencies or bodies. There is an assumption of trust and competence that agencies will respond in the desired way.
4. The impact of arrangements for public notification of development applications. This is a matter requiring careful balance. The intention is to emphasise participation in policy making.
5. The impact of removal of desired future character statements, which were a standard feature of Development Plans. For some these are core expressions of intent. In many cases they are confusing and unnecessarily complex.

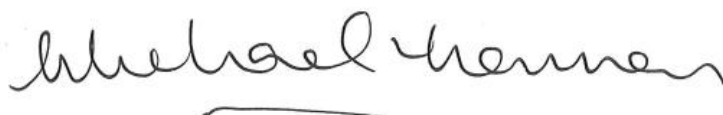
Expectations around planning systems often tend to be much greater than they legally are or can be. The gap between what planning may seek to achieve and the reality of economic and social conditions within cities and regions requires us to apply care and discipline.

The new ePlanning system allows us to report on how our system is working and the Commission intends to do just that. As part of its Annual Report, the Commission will be reporting on key indicators around the planning system, and these indicators will continue to grow as the new system evolves.

The introduction of a digital Code in an open and transparent ePlanning system is yet another significant milestone in a series of innovations in which South Australia has led the way in how land is owned, developed, conserved and managed.

I thank you for your input into the development of South Australia's new planning system. The implementation on 19 March 2021 is a major achievement of which we can all be proud of.

Yours sincerely



Michael Lennon
Chair



**Government
of South Australia**

Treasurer

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TRS21D0585

Mayor Elizabeth Fricker
Town of Walkerville
efricker@walkerville.sa.gov.au

Elizabeth

Dear Mayor

I would like to thank you for submitting an application for funding support under the Local Government Infrastructure Partnership Program.

The Local Government Infrastructure Partnership Program received 107 applications for State funding support totalling \$197.3 million.

Projects were considered and scored against weighted assessment criteria by an evaluation panel in order to prioritise projects within the Government's \$100 million funding allocation.

Assessment criteria included:

- Commencement and completion timing – projects were scored on the extent to which they met the Government's shovel ready requirements.
- Job creation – including a weighed assessment of estimated construction jobs, use of local contractors and direct employment impacts post constructions.
- Alignment to the Government's Growth State Agenda, or contribution to community wellbeing.

57 projects have been funded covering 58 councils. Total grant funding approved is \$107 million.

I am pleased to offer the Town of Walkerville support of \$4,000,000 towards the costs of the Walkerville Oval Sports & Community Hub project.

LGIPP funding is offered on the condition that:

- no other State grant funding is received for this project,
- construction must commence consistent with the timeframes set out in your funding application, and
- there will be no additional state funding impacts as a consequence of the project.

Where your grant is contingent on third party funding; and the third party funding arrangements change, it is expected that council will either increase their contribution or obtain other third party funding to cover the shortfall. Where the change in third party funding arrangements impact council's ability to deliver the approved project, council is required to obtain the Treasurer's approval to reduce the scope of the approved project.

The Department of Treasury and Finance will be in contact with you shortly with a grant agreement tailored to your approved project.

I note that Town of Walkerville also lodged applications for funding for the following projects:

- Walkable Walkerville: Connecting and Compliance through Community Infrastructure; and
- Community Hub.

I regret that in this instance funding assistance for these projects has not been supported.

Should you have any queries about the program in the meantime, please contact the Secretariat on ginfrastructuregrants@sa.gov.au.

Yours sincerely



Hon Rob Lucas MLC
Treasurer

21 March 2021

The Hon Vickie Chapman MP



**Government
of South Australia**

Deputy Premier

Attorney-General

Minister for Planning
and Local Government

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2020/02560/01

12 April 2021

Mayor Elizabeth Fricker
Corporation of the Town of Walkerville

By email: efricker@walkerville.sa.gov.au

Dear Mayor Fricker

As you are aware, the South Australian Productivity Commission (SAPC) final report of its *Inquiry into Local Government Costs and Efficiency* (the Final Report) made a number of recommendations to the State Government and advice to councils regarding information for improved decision making; and efficiency and continuous improvement.

The creation of an 'information framework' was a key recommendation of the SAPC to enable high-level comparisons of councils, including with themselves over time, for the purposes of providing —

- councils with information to support decision making and continuous improvement;
- communities and ratepayers with consistent information about their council performance and productivity, including comparisons with appropriate councils; and
- State and Australian governments with information to allow better informed engagement with local government and decisions which affect local government.

In its response to the Final Report, the Government supported the establishment of an information framework for the local government sector with a suite of key financial and other performance indicators to provide accurate, comparative performance information to councils and their communities.

Accordingly, the Government has commenced the development of the Local Government Information Framework (LGIF), with a view to having a system operating in mid-2021.

To deliver the objectives identified by the SAPC, it is intended that the LGIF will consist of three parts—

1. The establishment of a publicly available website that will collate and present easily accessible and readily understood core performance information about all councils to their communities. This will enable community members to access information about their council over time, compare it to other councils, and importantly, to engage with the decisions and activities of their council.
2. The provision of detailed data and reports to councils to support councils' own activities such as benchmarking and service reviews to improve operations and deliver cost savings.
3. A mechanism that will enable councils to undertake their own internal reporting and analysis of their functions and performance using available data.

I can confirm that the LGIF will be based on the extensive data collected by the Local Government Grants Commission, supplemented by additional existing data where necessary, to both utilise established and credible data sources, and to ensure that the LGIF does not create an ongoing reporting or administrative burden for councils.

Of course, I am aware that this work is critical to the local government sector, and all councils will have a keen interest in both the public website, and the more detailed information that will be provided to all councils.

The Government is working very closely with the Local Government Association (LGA), which is represented on the project's Steering Committee, to ensure that the local government sector's views and expectations are incorporated into the development of the LGIF. The LGIF project team will also work with a small "Reference Group" of council staff to continuously test and improve the LGIF as it is developed.

I also expect that broader council and community consultation will be undertaken in mid to late May. This will provide your Council with an opportunity to provide feedback on the public website and on the reports that will be provided to all councils from the system.

For any further details, please contact Mr David Whiterod, Team Leader of the Attorney-General's Department on 7109 7145 or at david.whiterod@sa.gov.au.

Yours sincerely



VICKIE CHAPMAN MP
DEPUTY PREMIER
MINISTER FOR PLANNING AND LOCAL GOVERNMENT

**Government
of South Australia****Minister for Infrastructure
and Transport****Minister for Recreation,
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T: (08) 8490 6200

E: MinisterWingard@sa.gov.au**Hon Corey Wingard MP**

21REC0198

Ms Elizabeth Fricker
Mayor
Town of WalkervilleBy email: walkerville@walkerville.sa.gov.auDear Mayor *Elizabeth*

Thank you for your correspondence received on 23 March 2021 regarding the redevelopment of Walkerville Oval.

It is wonderful to hear that the Town of Walkerville Council has been successful in securing funding for the development of the Walkerville Oval Sports and Community Hub. The positive outcomes delivered by facilities such as this cannot be overstated.

The Marshall Government is proud to be committing almost \$360 million to sport programs and infrastructure in South Australia. Through the State Sport and Recreation Infrastructure Plan and the *Game On: Getting South Australians moving* strategy, the state government is building the sport infrastructure needed for our grassroots and elite athletes and promoting programs to ensure every South Australian can get active.

I wish Council well with the project and look forward to seeing local community members enjoying the new facilities when completed.

Yours sincerely

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

Hon Corey Wingard MP
Minister for Recreation, Sport and Racing*31 / 3 / 2021*

Email from LGASA to Metropolitan Mayors 9 April 2021

Subject: GAROC 2021-22 Annual Business Plan - inviting final input by 23 April 2021

Dear Metropolitan Mayors

I am writing in relation to the Greater Adelaide Regional Organisation of Councils (GAROC) draft Annual Business Plan 2021-22.

Thank you to all of you for providing a written submission and/or participating in the workshop held at the LGA in February 2021. Your input is very much appreciated.

At its meeting in March, GAROC endorsed the *attached* 'Draft GAROC 2021-22 Annual Business Plan' consultation document, which outlines a broad series of potential actions for member councils and GAROC to consider pursuing in 2021-22. For context, the document also provides a brief overview of the work previously undertaken by GAROC and the LGA.

As written, the potential actions go beyond the resources available to GAROC to deliver in one year.

GAROC is keen to hear from metropolitan councils on which of these actions are of the highest priority and would most support members to achieve their own strategic objectives or add the most value to councils and their local communities. In essence, we are seeking your high level reflections on which of those actions are of most importance to your council.

GAROC will be seeking to resolve a focused and achievable Annual Business Plan 2021-22 at its next meeting on Monday 3 May 2021.

As such, I invite you to provide any further input you would like to make, either from yourselves or your council team, **via reply email by Friday 23 April 2021.**

If you have any questions, or require further information, please email Allison Down, Executive Coordinator GAROC & SAROC Committees, at allison.down@lga.sa.gov.au or telephone 8224 2054.

Lea Bacon • Director Policy • Local Government Association

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DRAFT

GAROC Annual Business Plan 2021-22

Consultation Document

March 2021

Draft

Introduction

The Greater Adelaide Regional Organisation of Councils (GAROC) is a committee established by the Local Government Association of South Australia (LGA).

Metropolitan councils play an essential role in the long-term prosperity, sustainability and wellbeing of the Greater Adelaide community. GAROC is a strong, united voice for metropolitan councils and represents their shared interests for the benefit of the Greater Adelaide community.

As a committee of the LGA, GAROC will play a key role in regional advocacy, policy initiation and review, leadership, engagement and capacity building on behalf of the 19 member councils within the metropolitan region. We listen to and represent our members and make decisions openly and transparently.

The GAROC Committee supports the LGA to 'advocate, assist, and advance' the interests of local government by:

1. Supporting the activities of the LGA at a regional level;
2. Promoting communication between Members and between Members and the LGA;
3. Advocating in respect of matters which affect the GAROC Regional Group;
4. Encouraging engagement of Members within the GAROC Regional Group with GAROC and the LGASA; and
5. Participating in policy development and implementation.

Strategic Alignment, Collaboration and Communication

Progressing our strategic objectives requires a collaborative approach between GAROC, the LGA, metropolitan councils and our strategic partners. The activities in our Annual Business Plan promote and facilitate a culture of collaboration between metropolitan councils.

GAROC has adopted a Communications Plan to assist us in keeping councils better informed and engaged with the activities and outcomes of GAROC. The communications plan has been prepared with the following objectives in mind:

Keep members informed - Proactively deliver clear, accessible, timely, relevant and targeted information in ways that best meet the interests and needs of member councils.

Strengthen relationships - Strengthen relationships within our members and with stakeholders through communications activities, to increase confidence and foster trust.

Increase awareness – Increase member and stakeholder awareness and understanding of GAROC's role, activities, projects and decision-making processes.

Build an identity – Build a positive reputation that reflects the GAROC Guiding Principles.

2021-22 Annual Business Plan Consultation **Draft**

Feedback on potential actions for GAROC in 2021-22

This section sets out a series of potential actions that GAROC could pursue in 2021-22 to progress its strategic objectives. These have been identified following engagement with metropolitan councils via written submission and the workshop in February 2021.

Collectively, these actions are ambitious and go beyond the resources and funding available to GAROC to deliver in one financial year. GAROC is keen to hear from metropolitan councils on which of these actions are of the highest priority and would most support members to achieve their own strategic objectives or add the most value to councils and their local communities.

If GAROC pursued one or two potential actions within each theme – what should that be?

Theme 1: Economic Development

Objective: Enable advocacy and partnership opportunities that recognise the specific needs and opportunities in metropolitan Adelaide and assist councils to contribute to creating conditions for productivity that supports sustainable job growth and pathways to employment.

Objective: Support member councils to play their important role in stimulating the economic and social recovery of their communities in post COVID-19 recovery.

GAROC Actions in 2020-21 (completed and ongoing)

- Supported LGA advocacy to Federal and State governments for funding, initiatives and legislation that assists councils to support businesses and communities to respond and recover from the COVID-19 pandemic.
- Facilitated a GAROC COVID-19 Webinar Series and produced a Discussion Paper including up-to-date information about the economic consequences of the COVID-19 pandemic, an account of policies and initiatives implemented by the three tiers of government, and commitments made for future GAROC and metropolitan council actions, designed to bolster economic development and recovery.
- Advocated for the reinstatement of the State/Local Government Red Tape Taskforce and sought opportunities for all levels of government to work proactively to simplify decision making, planning and administration policies and practices. GAROC will continue to support metropolitan councils to inform the LGA's advocacy and input to the SA Productivity Commission (SAPC) Inquiry South Australia's regulatory framework to identify and resolve opportunities to streamline red tape.
- Agreed to support an extension of the LGA's Shovel Ready program to provide a stimulus grant funding and project delivery assistance program for metropolitan Adelaide councils. This will include the development of a centrally coordinated grant information and funding assistance program.
- Commenced development of a proposal to pilot a trial of small venue licences beyond Adelaide's CBD.
- Established a Metropolitan Economic Development Community of Practice, to provide a forum to discuss issues of shared importance to metropolitan councils, explore opportunities to

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facilitate economic development, and explore options for resource sharing across metropolitan councils.

Potential Actions in 2021-22

GAROC will facilitate ongoing engagement with metropolitan councils on economic development priorities, facilitated through the Metropolitan Councils Economic Development Community of Practice.

Advocacy

1. Continue to support LGA advocacy to Commonwealth and SA governments for funding, initiatives and legislative/regulatory reforms that assist councils to support businesses and communities to respond and recover from the COVID-19 pandemic.
2. Provide opportunities for councils to inform GAROC Committee considerations, the LGA's policy positions, and development of LGA submissions, which advocate for Commonwealth and SA government funding, initiatives and legislative/regulatory reforms that facilitate desirable economic development opportunities.
3. Advocate for the local government sector's role in economic development, including through access to Commonwealth and SA government economic development funding and other supports.
4. Continue to advocate for a trial of the extension of Small Venue Liquor Licensing beyond Adelaide's central business district.
5. Collaborate with the SA Government to advocate and leverage Commonwealth Government strategies that increase capacity for manufacturing within Australia – for example, strengthening local remanufacturing to support an Australian Circular Economy, and incentives for electric vehicle manufacturing and existing fleet upgrades.
6. Collaborate with local government sector planning experts to investigate instances in which the Planning and Design Code may unintentionally or unnecessarily inhibit desirable economic investment or activity.

Assist

7. GAROC will facilitate a series of targeted forums to bring metropolitan councils together to share best practice and identify shared solutions to common issues. These forums will assist metropolitan councils to implement and maintain best-practice economic development policies and initiatives (including through the provision of useful online materials) in the following areas:
 - Business support programs, including mentoring and concierge services.
 - Tourism support services.
 - Events coordination.
 - Mainstreet activation (in partnership with Mainstreet SA).
 - Use of council procurement for economic development objectives.
 - opportunities for local government access to data modelling and real time data – useful in informing council decision-making, grant submissions and other economic development activities.

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Theme 2: Design, Planning and Placemaking

Objective: Advocate to the State Government and Parliament to ensure that South Australia's planning system reflects leading practice, facilitates better design outcomes and supports local decision making.

Objective: Provide assistance and resources to metropolitan councils that support their important role as local place makers and custodians of public spaces.

GAROC Actions in 2020-21 (completed and ongoing)

- Held discussions with the State Planning Commissioner to discuss the sector's feedback on the revised Planning and Design Code and its implementation.
- Raised concerns with the State Government's proposal for a tree-offset scheme and the impact that it would have on the achievement of the tree canopy cover targets in the 30-year plan for Greater Adelaide and sought further engagement with local government on the design of the scheme.
- Advocated for and supported the decision to transition the vast majority of existing contributory items into the revised Code as representative buildings. GAROC and the LGA have further advocated that the policy provided in the Historic Area overlay provides specific guidance and recognition in relation to representative buildings.

Potential Actions in 2021-22

GAROC will facilitate ongoing engagement with metropolitan councils on design, planning and placemaking priorities, facilitated through the LGA network of council planning officers.

Advocacy

1. Identify concerns shared across metropolitan councils and advocate for the effective implementation of Phase 3 of the Planning and Design Code.
2. Engage with the State Planning Commission for a wholistic approach to retention of canopy cover in the context of infill and development on private property, including improvements to the current significant and regulated tree policy and legislation.
3. Continue to represent councils interests on local heritage issues, including community participation in heritage listing process and more robust heritage management in any forthcoming State Government reviews or strategies.
4. Engage with the State Planning Commission's review of the Planning and Development Fund to ensure financial models that are more equitable and appropriate for councils experiencing higher volumes of infill development.
5. Consult with councils to identify future policy and legislative change required to support placemaking, including integrated traffic management policies and activities.
6. Consider planning policies across metropolitan councils to coordinate 'code amendments' that affect all councils.
7. Advocate for State Government investment in services and infrastructure and for local communities and councils to be engaged at the design state of State Government infrastructure projects to ensure good urban design and coordinated, holistic placemaking that supports better outcomes as infill development occurs.

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Assist

8. GAROC will facilitate a series of targeted forums to bring metropolitan councils together to share best practice and identify shared solutions to common issues, including:
 - Consistent and efficient approaches when applying the new Planning and Design Code.
 - Build consensus in land and building policies across local government.
 - Overarching training approach for ongoing training and accreditation requirements for planning professionals

Theme 3: Environmental Reform

Objective: Support LGA advocacy to State and Federal Government and assists member councils to ensure that all levels of government undertake mitigation and adaptation actions that reduce climate risks and build community resilience.

Objective: Support councils to improve waste and recycling practices and deliver viable and innovative waste services that meet the needs of the community and grow the Circular Economy and advocate for State and Federal Government legislation, policies, funding and programs that will enable and support these outcomes.

GAROC Actions in 2020-21 (completed and ongoing)

- Supported LGA advocacy to the State Government for renewal of the Regional Climate Partnerships – Sector. This resulting in the LGA has entering into a grant agreement with the Green Adelaide Board to establish the LGA as the lead partner in hosting the coordination function of the Regional Climate Partnerships across both metropolitan and regional state government regions.
- Provided a financial contribution to support the activities and resourcing of the SA Coastal Council Alliance.
- Provided in-principal support to a proposal to partner with a supermarket chain to support community uptake of food waste recycling.
- Assisted with the development of the draft LGA Climate Commitment Action Plan.

Potential Actions in 2021-22

Advocacy

1. Develop an evidence base to inform and support LGA advocacy for 50% of the monies accumulated in the Green Industry Fund (collected from council contributions to the Solid Waste Levy) be committed back to local government for worthwhile waste, recycling and resource recovery endeavours that support the transition towards a more circular economy.
2. Phase 2 of the Single-use and Other Plastic Products (Waste Avoidance) Act 2020 – for example, undertake further advocacy by engaging with Green Industries SA (GISA) to inform and encourage legislative ban of biodegradable single use barrier bags and replacing them with compostable bags at supermarkets for loose fruit and vegetables.
3. Advocate that the State Government provides support to councils to reduce their community emissions profiles.

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4. Seek to work with the State Government and the Department for Environment and Water to develop a collaborative approach to coordinate and fund data acquisition and analysis on common hazards relevant to metropolitan councils.

Assist

5. Support the LGA Procurement working group in planning and advocating for purchasing 100% renewable energy post 2022.
6. Continue to provide support to the Food for the Earth project, in partnership with a supermarket chain to support community uptake of food waste recycling.
7. GAROC will facilitate a series of targeted forums to bring metropolitan councils together to share best practice, identify shared solutions and inform metropolitan wide strategy and policy development on issues including:
 - Metropolitan regional climate change partnerships coordination – to assist councils to form alliances on shared interest projects and priorities.
 - Consideration of emissions-based reductions targets for local government, as individual councils and as sector. Explore funding options for GAROC to host and coordinate (joint procurement) of community emissions profile data (Snapshot) to enable a statewide approach to councils tracking their profiles over time.
 - Progression of council climate change mitigation and adaptation initiatives, including outcomes of research projects (adaptation, climate risk in asset management), and governance risk assessments. This session could consider funding required for GAROC to subsidise or identify other funding opportunities (joint procurement) for those metropolitan councils yet to commission a Climate Change Governance Risk Assessment.
 - Understanding of ‘green recovery’ efforts, which could potentially inform future advocacy for co-investment from the State and Federal Government.
 - Electric Vehicles, supporting council move to green fleets through procurement, business case, implementation and training. Coordination of councils’ role in implementing actions from the State Government’s Electric Vehicle strategy.
 - Consider how metropolitan councils can encourage and support entrepreneurial efforts, foster start-ups through local government coordination.
 - Consideration of climate change adaptation and mitigation in the sectors forthcoming Performance and Measurement (Benchmarking) program.
 - Consistent approach to open space and urban greening, including tree canopy mapping and planning.
 - Considering renewable energy generation and local government’s role in capture, generate and harness energy for future use.

Theme 4: Reform and Innovation

Objective: Assist councils to enhance local government through innovations in benchmarking, systems thinking, data management and engagement processes.

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GAROC Actions in 2020-21 (completed and ongoing)

- Supported LGA activities in sector-wide performance measurement.
- Supported the LGA's Local Government Asset Management Integration Program

Potential Actions in 2021-22

Advocacy

1. Continue to support LGA advocacy that the State Government supports councils in undertaking benchmarking and data analytics to ensure that efficiency and assurance measures deliver value to communities.

Assist

2. GAROC will seek to undertake its role in 'policy initiation and review' by bringing together the 19 member councils within the metropolitan region to discuss a range of policy issues that have been identified through consultation on the Annual Business Plan. These sessions could explore common issues, build capacity and potentially develop proposed items of business for future advocacy. Issues include:
 - Identifying an agreed sector wide policy to inform potential future advocacy for rates on vacant land.
 - Develop scope and business case for joint procurement and standardisation of back-end software and systems provided across metropolitan councils.
 - Support councils to modernise stormwater management implement water sensitive urban design by funding research and development in integrated management water management systems.
 - Technology investment and innovation in cyber security management
 - Local, State and Federal Government support for Arts and Culture.

Advance

3. Continue to support LGA activities in sector-wide performance measurement and enhance integrated long-term asset and financial management.
4. Continue to support the LGA's Local Government Asset Management Integration Program.
5. Bring metropolitan councils together to support the LGA in its role in the implementation of Local Government Reform, ensuring engagement on elements such as community engagement, annual business planning, and member behaviour standards.

Email dated 7 April 2021 from Mayor Erin Thompson (City of Onkaparinga) addressed to Mayors.

Dear Mayors

Support for the legislation that could keep your City PFAS free

As you may be aware, the Legislative Council recently passed the Environment Protection (Disposal of PFAS Contaminated Substances) Amendment Bill 2020, to protect Greater Adelaide and our townships from future PFAS storage in their vicinity.

The legislation would restrict authorisation of landfill sites to store PFAS if the site is:

- in whole or in part in the Greater Adelaide planning region within the meaning of the Planning, Development and Infrastructure Act 2016
- within 50 km of land used for the business of primary 20 production
- within a township or 5 km from the boundaries of a township.

You can read the Bill [here](#).

The Bill will soon come to the House of Assembly for our State MPs to consider. Please consider the potential impact on your council area and think whether it would be appropriate to contact your local member to support the Bill. In doing so, you may be helping to stop this potentially damaging substance from being stored in landfill sites where it could pose a risk to agriculture or human settlements, making sure your council area is protected into the future.

Yours sincerely

Erin Thompson
Mayor
City of Onkaparinga

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