

Council Meeting

Notice is hereby given pursuant to the provisions of the Local Government Act, 1999, that the next Meeting of Unley City Council will be held in the Council Chambers, 181 Unley Road Unley on

Monday 26 September 2016

for the purpose of considering the items included on the Agenda.

Peter Tsokas

Chief Executive Officer



OUR VISION 2033

Our City is recognised for its vibrant community spirit, quality lifestyle choices, diversity, business strength and innovative leadership.

COUNCIL IS COMMITTED TO

- Ethical, open honest behaviours
- Efficient and effective practices
- Building partnerships
- Fostering an empowered, productive culture "A Culture of Delivery"
- Encouraging innovation "A Willingness to Experiment and Learn"

ACKNOWLEDGEMENT

We would like to acknowledge this land that we meet on today is the traditional lands for the Kaurna people and that we respect their spiritual relationship with their country.

We also acknowledge the Kaurna people as the custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the living Kaurna people today.

PRAYER AND SERVICE ACKNOWLEDGEMENT

Almighty God, we humbly beseech Thee to bestow Thy blessing upon this Council. Direct and prosper our deliberations for the advancement of Thy Kingdom and true welfare of the people of this city.

Members will stand in silence in memory of those who have made the Supreme Sacrifice in the service of their country, at sea, on land and in the air.

Lest We Forget.

WELCOME

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SUGGESTED ITEMS FOR NEXT AGENDA

Conservation Grants Policy	
Age Friendly Footpath Implementation Issues	Provide information and options in regard to the issue relating to providing an age friendly/DDA footpath network within the City of Unley
Draft Permits for Business Purposes Policy	Council recommendation in March 2016 – report to come back to August meeting outlining a draft policy.
Library Service Review	Outcomes of community engagement
Extension of hours dogs off leash – community consultation	Outcomes of community consultation
Establishment of City Strategy and Development Committee	New committee to be established – endorse terms of reference
Establishment of Property Committee	New committee to be established – endorse terms of reference
Level of Service for property, bridge and	To allow Council to sign off on the agreed levels

road asset classes	of service for the property, bridges and road asset classes following the recent Council briefing.
Existing encroachments	Information on the number, type and location of existing encroachments and recommends a licensing system that passes risk from Council to the property owner.
Unresolved Item – Millswood Sports Complex	

NEXT MEETING

Monday 24 October 2016 – 7.00pm.

CONFLICT OF INTEREST

TITLE: CONFLICT OF INTEREST

ITEM NUMBER: 597

DATE OF MEETING: 26 SEPTEMBER 2016

ATTACHMENT: 1. CONFLICT OF INTEREST DISCLOSURE

FORM

Members to advise if they have any material, actual or perceived conflict of interest in any Items in this Agenda.



CONFLICT OF INTEREST DISCLOSURE FORM

I, have received a
[insert name]
copy of the agenda for the (Ordinary / Special) Council / Committee / Board [delete that which is not applicable]
meeting to be held on
[insert date]
I consider that I have a *material conflict of interest pursuant to section 73 / *actual or *perceived conflict of interest pursuant to section 74 [*delete that which is no applicable] of the Local Government Act 1999 ("the LG Act") in relation to the following agenda item:
[insert details]
which is to be discussed by the *Council / *Committee / *Board at that meeting. [delete that which is not applicable]
The nature of my material conflict of interest is as follows [ensure sufficient detail is recorded, including the reasons why you (or a person prescribed in section 73(1) of the LG Act stands to obtain a benefit or suffer a loss depending on the outcome of the consideration of the matter at the meeting of the Council in relation to the agenda item described above].
OR The nature of my actual conflict of interest is as follows [ensure sufficient detail is recorded including the reasons why the conflict between your interests and the public interest might lead to decision that is contrary to the public interest in relation to the agenda item described above].

I intend to deal with my actual conflict of interest in the follow transparent and accountable way [ensure sufficient detail is recorded as to the manner in which you intend to deal with the actual conflict of interest in a transparent and accountable way]
OR
The nature of my perceived conflict of interest is as follows [ensure sufficient detail is recorded, including the reasons why you consider that an impartial fair-minded person could reasonably consider that you have a perceived conflict of interest in the matter]
I intend to deal with the perceived conflict of interest in the following transparent and accountable way [ensure sufficient detail is recorded as to the manner in which you intend to deal with the perceived conflict of interest in a transparent and accountable way]
Signature
 Date

CONFIRMATION OF MINUTES

ΓITLE:	CONFIRMATION OF MINUTES FOR COUNCIL

MEETING HELD ON 12 SEPTEMBER 2016

ITEM NUMBER: 598

DATE OF MEETING: 26 SEPTEMBER 2016

ATTACHMENTS: NIL

RECOMMENDATION

MOVED:

SECONDED:

That:

1. The minutes of the Council Meeting held on Monday 12 September 2016, as printed and circulated, be taken as read and signed as a correct record.

DECISION REPORT

REPORT TITLE: DEFERRED ITEM 553 – COUNCIL – 22

AUGUST 2016 - REVIEW OF CODE OF PRACTICE FOR PROCEDURES AT

MEETINGS

ITEM NUMBER: 599

DATE OF MEETING: 26 SEPTEMBER 2016

AUTHOR: SUE BAYLY

JOB TITLE: GOVERNANCE OFFICER

This Item was deferred at the Council meeting 22 August 2016, until the Council meeting 26 September 2016.

EXECUTIVE SUMMARY

The purpose of the report is to seek Council endorsement of the reviewed and updated "Code of practice for procedures at meetings" (the code). Council should review its code at least once in every financial year.

The recent amendments to the Local Government Act 1999 (the Act) re conflict of interest have flowed through to the code, with wording added to clause 8(4), Minutes, to ensure consistency with the Act.

A "General business" section has been added to the code, the process for nomination/appointment of Elected Members to internal and external positions, and the time for adjournment of meetings upon reaching a set closing hour, have been amended to reflect Elected Members' requests.

RECOMMENDATION

That:

- 1. The report be received.
- 2. Council endorse the updated "Code of practice for procedures at meetings".

1. RELEVANT CORE STRATEGIES/POLICIES

Goal 5.3; Good governance and legislative framework.

2. <u>DISCUSSION</u>

The Local Government (Procedures at Meetings) Regulations 2013 (the Regulations) provide the option for Councils to adopt some discretionary procedures for their Council and Committee meetings. If a Council decides to include some of the discretionary variations in its code, then in accordance with Regulation 6(2) it should review its code at least once in every financial year. Council's code was last reviewed in June 2015, and so another review is now due. Any resolution to adopt, amend, or revoke the code requires the support of two thirds of Elected Members entitled to vote on the resolution.

The Local Government (Accountability and Governance) Amendment Act 2015 came into effect on 31 March 2016, and brought with it some changes to the conflict of interest provisions, and to the conditions for meeting a quorum where a Council or Committee Member has declared a conflict. These changes include the requirement for more information to be included in Minutes and are shown highlighted at Clauses 7, 8(4)(f), and 25(1)(c) in the revised code at Attachment 1 to Item 553/16. As these conditions are mandatory, Council does not have the discretion to change them.

Attachment 1

Elected Members requested that the item of "General business" be returned to the Agenda as a standing item. A provision has been included for consideration but Members are asked to turn their mind to the following before proceeding. If considering the inclusion of 'general business' as a standing item, members need to give regard to the following legislative requirements:

- 1. One of the objects of the Local Government Act 1999 is 'to ensure accountability of Councils to the community' (s.3).
- Section 83 requires that matters on the agenda are described with 'reasonable particularity and accuracy' and that reports and other documentation to be considered at a meeting are available to the public prior to the meeting.
- 3. The Guiding Principles (Regulation 4) provide that meeting procedures should be:
 - 'fair and contribute to open, transparent and informed decisionmaking', and
 - 'encourage appropriate community participation in the affairs of the Council', and that
 - 'procedures should be sufficiently certain to give the community and decision-makers confidence in the deliberations at the meeting'.

The above provisions serve to achieve transparency, certainty and accountability in proposed and actual decision making at Council and Committee meetings (i.e. they are specifically identified on the agenda that accompanies the notice of the meeting). The agenda therefore, promotes prior consideration of issues, open decision making and enables members of the community to attend, and to a limited extent, to participate in agenda items of interest to them.

Members are always able to raise a matter of urgency under Regulation 15(2) which provides a member may, **with leave of the meeting**, raise a matter of urgency. In most circumstances it would be the principal member who seeks leave to introduce an urgent matter to the meeting. Late items that the meeting does not resolve to be a matter of urgency should be deferred to the next meeting or a special meeting to allow time for the public notification of the matter and for relevant input from officers and due reading time and consideration by elected members. The Act also provides for calling special meetings to deal with matters of urgency.

And so, in summary, if Council do decide to proceed with allowing members to provide verbal general business updates as a standing item, it must be used with caution to ensure that the Council and its Committees comply with the requirements of the Act and Regulations in relation to responsible, informed and transparent decision-making processes. Also as per legal advice, it would be recommended that inclusion on the agenda of any items relating to 'General Business' be restricted by Council's code for the purposes of addressing only minor matters, issues arising from business discussed during the meeting, truly urgent matters (noting that matters of urgency may be raised by a Council member at any time during a Council meeting with leave of the meeting), for issues of civic or ceremonial nature and to call for reports for substantive decision making at future meetings.

Following feedback from the Elected Members, other changes were also made to the code:

- Clause 36; the closing time for a meeting has been changed from 11pm to 10pm.
- Clause 46(3); the method of counting votes for nomination or appointment to internal or external positions has been changed to simplify the counting process.

3. ANALYSIS OF OPTIONS

Option 1 – That Council endorse the updated "Code of practice for procedures at meetings".

The code has been reviewed and revised to ensure compliance with legislative amendments. At the request of Elected Members, a clause for "General business" has been included at clause 31(3). The Act specifies that a code must be reviewed at least once a year.

Option 2 – Council continues to use the current code

Council could continue to use the current version of the code, but that would create a risk for Council as it does not cater for the recent legislative amendments.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

5.1 Legislative/Risk Management

As discussed above, the Local Government (Accountability and Governance) Amendment Act 2015 came into effect in March this year. The amendments to the Act have an impact on Council and Committee meeting procedures, on the detail to be recorded in the Minutes, and then on the code.

The Amendment Act included a requirement for additional information under the confidentiality provisions at Section 90(7) to be included in the Minutes. Again this is mandatory rather than discretionary, and so a reference to Section 90(7) has been added to clause 8(4)(h) of the code.

The inclusion in the Agenda of a "General business" item raises some risk issues as whilst discussion and determination of significant matters under 'general business' is not expressly prohibited by the Act or Regulations, such decision making is not consistent with administrative law principles of good decision making and/or the requirements for transparency in South Australia legislation. The inclusion at a meeting of matters for which there has been no public notification, no relevant report from officers and, possibly, subsequent decisions being made by the Council, is not in keeping with the provisions or the tenor of the Act.

The ability to raise issues of Particular Interest or Concern for Members within the legislation is to do so through Motions on Notice, Motions without Notice, Questions on Notice and of course Questions Without Notice. To reinforce the need for accountability and public notification of matters to be considered at meetings, regulation 12(6) gives the presiding member the power to 'refuse to accept a motion without notice if, after taking into account the Guiding Principles, he or she considers that the motion should be dealt with by way of a written notice of motion.'

6. REPORT CONSULTATION

Elected Members have provided feedback which has now been reflected in the revised code.

7. <u>ATTACHMENTS</u>

Code of practice - Procedures at Meetings

8. <u>REPORT AUTHORISERS</u>

<u>Name</u>	<u>Title</u>
Peter Tsokas	Chief Executive Officer
Rebecca Wilson	Group Manager Governance



DRAFT 09/06/2016

CODE OF PRACTICE - PROCEDURES AT MEETINGS

Policy Type	Council Policy
Responsible Department	Office of the CEO
Responsible Officer	Group Manager Governance,
Legislation:	Local Government Act 1999 Local Government (Procedures at Meetings) Regulations 2013
Related Policies	Code of practice – Access to meetings and documents. Code of Conduct for Council Members.
Community Goal:	O5.3 Good governance and legislative framework
Date adopted	28 January 2014 (C1013)
Last Council review	22 August 2016 (C/16)
Next review date:	August 2017 (Meeting Regulation 6(2))
ECM Doc Set I.D.	2163518

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CHAPTER ONE

Introduction

Sections 86(8) and 89(1) of the *Local Government Act* 1999 ("the Act") provide that meetings of the council or a council committee will be conducted according to procedures:

prescribed by the Act;

prescribed by regulation; and

in relation to council meetings, insofar as the procedure is not prescribed by either the Act or regulations — as determined by the council; and

in relation to committee meetings, insofar as the procedure is not prescribed by the Act or regulations, or determined by the council — as determined by the committee itself.

Part 2 of the *Local Government (Procedures at Meetings) Regulations* 2013 ("the Regulations") specify certain procedures to be followed during the operation of council and certain council committee meetings. These meetings include:

the meetings of the council;

the meetings of a council committee performing regulatory activities; and

the meetings of any other council committee to which the Council has resolved Part 2 will apply.

Regulation 6 provides that the council may develop a Code of Practice, where it chooses, to establish its own procedures in substitution for procedures under the Regulations which are expressed to allow variation.

This Code of Practice incorporates three types of procedures:

procedures contained in the Regulations;

procedures contained in the Regulations that are expressed to allow variation and are varied by the Council; and

procedures on which the council has determined both the Act and Regulations are silent and so has determined those matters itself.

For ease of reference this Code of Practice includes the Regulations and are referenced with the same regulation number. Procedures that are varied, or concern matters on which the Act and Regulations are silent, are shown in bold and italics and/or also enclosed in a border.

Note — whilst procedures contained in the Act are not incorporated into this Code of Practice, they must be adhered to in all council and council committee meetings.

This Code of Practice will be available to the public to assist their understanding of the procedures associated with the operation of both council and council committee meetings of the City of Unley.

In accordance with Regulation 6, the council should review the operation of this Code of Practice at least once in every financial year. The council may, at any time, by resolution supported by at least two-thirds of the members of the council entitled to vote, alter, substitute or revoke this Code of Practice - Procedures at Meetings.

In developing this Code of Practice, the council has at all times had regard to the Guiding Principles set out at Regulation 4 (see page 2).

CHAPTER TWO

Part 1 - Preliminary

1. Citation

These procedures may be cited as the "Code of Practice – Procedures at Meetings".

2. Approval

These procedures were approved by the City of Unley Council on 22 August 2016

3. Interpretation

(1) In these procedures, unless the contrary intention appears—

"Act" means the Local Government Act 1999;

"clear days" — see clause 3(2) and 3(3);

"deferment" means to delay a motion until the next meeting as long as there is no question for determination before the meeting. It cannot be used in substitution for a formal motion.

"deputation" means a person or group of persons who wish to appear personally before the council or a council committee in order to address the council or the committee (as the case may be) on a particular matter;

"formal motion" means a motion-

- (a) that the meeting proceed to the next business; or
- (b) that the question be put; or
- (c) that the question lie on the table; or
- (d) that the question be adjourned; or
- (e) that the meeting be adjourned¹;

"Guiding Principles" — see regulation 4;

"member" means a member of the council or council committee (as the case may be);

"point of order" means a point raised to draw attention to an alleged breach of the Act or these procedures in relation to the proceedings of a meeting;

"presiding member" means the person who is the presiding member at a council or council committee meeting (as the case may be) and includes any person who is presiding at a particular meeting;

"written notice" includes a notice given in a manner or form determined by the council.

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- (2) In the calculation of 'clear days' in relation to the giving of notice before a meeting—
 - (a) the day on which the notice is given, and the day on which the meeting occurs, will not be taken into account; and
 - (b) Saturdays, Sundays and public holidays will be taken into account.
- (3) For the purposes of the calculation of *clear days* under subclause (2), if a notice is given after 5p.m. on a day, the notice will be taken to have been given on the next day.
- (4) For the purposes of these meeting procedures, a vote on whether leave of the meeting is granted may be conducted by a show of hands (nothing in this subregulation prevents a division from being called in relation to the vote).

Note-

1 See clause 12 for specific provisions about formal motions.

4. Guiding Principles

- (1) The following principles (the Guiding Principles) should be applied with respect to the procedures to be observed at a meeting of the council or a council committee—
 - (a) procedures should be fair and contribute to open, transparent and informed decision-making;
 - (b) procedures should encourage appropriate community participation in the affairs of the council;
 - (c) procedures should reflect levels of formality appropriate to the nature and scope of responsibilities exercised at the meeting;
 - (d) procedures should be sufficiently certain to give the community and decision makers confidence in the deliberations undertaken at the meeting.

Part 2 - Meetings of councils and committees (to which Part 2 applies)

Division 1 - Preliminary

5. Application of Part 2

- (1) The provisions of this Part apply to:-
 - (a) the meetings of the council;
 - (b) the meetings of a council committee performing regulatory activities; and
 - (c) the meetings of any other council committee if the council has, by resolution, determined that this Part should apply to that committee.

6. Discretionary Procedures

- (1) Subject to the requirements of the Act, if a provision of this Part is expressed to be capable of being varied at the discretion of the council pursuant to this procedure, then a council may, by a resolution supported by at least two-thirds of the members of the council entitled to vote, determine that a code of practice prepared or adopted by the council that establishes its own procedures for the relevant matter or matters will apply in substitution for the relevant provision (and such a determination will have effect according to its terms).
- (2) A council should, at least once in every financial year, review the operation of a code of practice under this procedure.
- (3) A council may at any time, by resolution supported by at least two-thirds of the members of the council entitled to vote, alter a code of practice, or substitute or revoke a code of practice.
- (4) A council must, in considering the exercise of a power under this procedure, take into account the Guiding Principles.
- (5) A person is entitled to inspect (without charge) the code of practice of a council under this procedure at the principal office of the Council during ordinary office hours.
- (6) A person is entitled, on payment of a fee fixed by the council, to a copy of the code of practice.
- (7) Clause 12(4) does not apply to a motion under sub-clause (3).
- (8) This procedure does not limit or derogate from the operation of clause 20¹.

Note-

- 1 Furthermore, if a matter is not dealt with by the Act or this Code of Practice (including under a code of practice under this regulation), then the relevant procedure will be-
 - (a) As determined by the council; or
 - In the case of a council committee where a determination has not been made by the council as determined by the committee.

(see sections 86(8) and 89(1) of the Act.)

Division 2 - Prescribed Procedures

7. Commencement of Meetings and quorums

 A meeting will commence as soon after the time specified in the notice of meeting as a quorum is present.

- (2) If the number of apologies received by the chief executive officer indicates that a quorum will not be present at a meeting, the chief executive officer may adjourn the meeting to a specified day and time.
- (3) If at the expiration of 30 minutes from the time specified in the notice of meeting as the time of commencement a quorum is not present, the presiding member or, in the absence of a presiding member, the chief executive officer, will adjourn the meeting to a specified day and time.
- (4) Section 74 of the Act contains the process for dealing with a declaration of a material conflict of interest by an elected member or independent member of a council committee and subsequent loss of a quorum.
- (5) Section 75A(3) of the Act contains the process for dealing with a declaration of an actual or perceived conflict of interest by an elected member or independent member of a council committee and subsequent loss of a quorum.
- (6) If a meeting is adjourned for want of a quorum, the chief executive officer will record in the minute book the reason for the adjournment, the names of any members present, the details required under Sections 74(5) or 75A(4) of the Act, and the date and time to which the meeting is adjourned.
- (7) If a meeting is adjourned to another day, the chief executive officer must—
 - (a) give notice of the adjourned meeting to each member setting out the date, time and place of the meeting; and
 - (b) give notice of the adjourned meeting to the public by causing a notice setting out the date, time and place of the meeting to be placed on display at the principal office of the council.

8. Minutes

- (1) The minutes of the proceedings at a meeting must be submitted for confirmation at the next meeting or, if that is omitted, at a subsequent meeting.
- (2) No discussion on the minutes may occur before confirmation, except as to the accuracy of the minutes as a record of proceedings.
- (3) On the confirmation of the minutes, the presiding member will—
 - initial each page of the minutes, which pages are to be consecutively numbered; and
 - (b) place his or her signature and the date of confirmation at the foot of the last page of the minutes.
- (4) The minutes of the proceedings of a meeting must include—
 - (a) the names of the members present at the meeting; and
 - (b) in relation to each member present-
 - (i) the time at which the person entered or left the meeting; and
 - (ii) unless the person is present for the whole meeting, the point in the proceedings at which the person entered or left the meeting; and

- (c) each motion or amendment, and the names of the mover and seconder; and
- (d) any variation, alteration or withdrawal of a motion or amendment; and
- (e) whether a motion or amendment is carried or lost; and
- (f) any disclosure of interest made by a member and the details required under Sections 74(5) or 75A(4) of the Act; and
- (g) an account of any personal explanation given by a member; and
- (h) details of the making of an order under section 90(2) and 90(7) of the Act and:
- (i) a note of the making of an order under Section 91(7) of the Act in accordance with the requirements of Section 91(9); and
- (j) details of any adjournment of business; and
- (k) a record of any request for documents to be tabled at the meeting; and
- (I) a record of any documents tabled at the meeting; and
- a description of any oral briefing given to the meeting on a matter of council business; and
- any other matter required to be included in the minutes by or under the Act, or any regulation,

9. Questions

- (1) A member may ask a question on notice by giving the chief executive officer written notice of the question at least 5 clear days before the date of the meeting at which the question is to be asked.
- (2) If notice of a question is given under sub-clause (1)—
 - (a) the chief executive officer must ensure that the question is placed on the agenda for the meeting at which the question is to be asked; and
 - (b) the question and the reply must be entered in the minutes of the relevant meeting.
- (3) A member may ask a question without notice at a meeting.
- (4) The presiding member may allow the reply to a question without notice to be given at the next meeting.
- (5) A question without notice and the reply will not be entered in the minutes of the relevant meeting unless the members present at the meeting resolve that an entry should be made.
- (6) The presiding member may rule that a question with or without notice not be answered if the presiding member considers that the question is vague, irrelevant, insulting or improper.

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10. Petitions

- (1) A petition to the council must—
 - (a) be legibly written or typed or printed; and
 - (b) clearly set out the request or submission of the petitioners; and
 - (c) include the name and address of each person who signed or endorsed the petition; and
 - (d) be addressed to the council and delivered to the principal office of the council.
- (2) If a petition is received under sub-clause (1), the chief executive officer must ensure that the petition is placed on the agenda for the next ordinary meeting of the council or appropriate committee of the council (as determined by the chief executive officer).
- (3) Sub-clause (2) may be varied at the discretion of the Council pursuant to clause 6.

11. Deputations

- (1) A person or persons wishing to appear as a deputation at a meeting must deliver (to the principal office of the council) a written request to the council.
- (2) The chief executive officer must transmit a request received under sub-clause (1) to the presiding member.
- (3) The presiding member may refuse to allow the deputation to appear at a meeting.
- (4) The chief executive officer must take reasonable steps to ensure that the person or persons who requested a deputation are informed of the outcome of the request.
- (5) If the presiding member refuses to allow a deputation to appear at a meeting, the presiding member must report the decision to the next meeting of the council or council committee (as the case may be).
- (6) The council or council committee may resolve to allow a deputation to appear despite a contrary ruling by the presiding member.
- (7) A council may refer the hearing of a deputation to a council committee.

12. Motions

- A member may bring forward any business in the form of a written notice of motion.
- (2) The notice of motion must be given to the chief executive officer at least 5 clear days before the date of the meeting at which the motion is to be moved.¹
- (3) A motion the effect of which, if carried, would be to revoke or amend a resolution passed since the last general election of the council must be brought by written notice of motion.

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¹ The motion will have background information and officers' comments where relevant.

- (4) If a motion under sub-clause (3) is lost, a motion to the same effect cannot be brought—
 - (a) until after the expiration of 12 months; or
 - (b) until after the next general election,

whichever is the sooner.

- (5) Subject to the Act and these procedures, a member may also bring forward any business by way of a motion without notice.
- (6) The presiding member may refuse to accept a motion without notice if, after taking into account the Guiding Principles, he or she considers that the motion should be dealt with by way of a written notice of motion.
- (7) The presiding member may refuse to accept a motion if the subject matter is, in his or her opinion, beyond the power of the council or council committee (as the case may be).
- (8) A motion will lapse if it is not seconded at the appropriate time.
- (9)(a) A member moving a motion will speak to the motion at the time of moving the motion.
- (9)(b) A member seconding a motion may elect to either speak to the motion at the time of seconding or may reserve their right to speak to the motion until a later stage of the debate. Where a member seconds a motion and reserves their right to speak to it, they will not be considered to have spoken to the motion.
- (10) A member may only speak once to a motion except—
 - (a) to provide an explanation in regard to a material part of his or her speech, but not so as to introduce any new matter; or
 - (b) with leave of the meeting; or
 - (c) as the mover in reply.
- (11)(a) A member who has spoken to a motion may not at a later stage of the debate move or second an amendment to the motion.
- (11)(b) A member who has seconded a motion, and has reserved their right to speak to the motion at a later stage pursuant to sub-regulation (13), may not move or second an amendment to the motion.
- (12) A member who has not spoken in the debate on a question may move a formal motion.
- (13) A formal motion must be in the form of a motion set out in sub-clause (14) (and no other formal motion to a different effect will be recognised).
- (14) If the formal motion is-

- (a) that the meeting proceed to the next business, then the effect of the motion, if successful, is, in the case of an amendment, that the amendment lapses and the meeting proceeds with the consideration of the motion before the meeting without further reference to the amendment and, in the case of a motion, that the motion lapses and the meeting proceeds to the next item of business; or
- (b) that the question be put, then the effect of the motion, if successful, is that debate is terminated and the question put to the vote by the presiding member without further debate; or
- (c) that the question lie on the table, then the effect of the motion, if successful, is that the meeting immediately moves to the next item of business and the question can then only be retrieved at a later time by resolution (and, if so retrieved, debate is then resumed at the point of interruption); or
- (d) that **the question be adjourned**, then the effect of the motion, if successful, is that the question is disposed of for the time being but debate can be resumed at the later time (at the point of interruption); or
- (e) that the meeting be adjourned, then the effect of the motion, if successful, is that the meeting is brought to an end immediately without the consideration of further business.
- (15) If seconded, a formal motion takes precedence and will be put by the presiding member without discussion unless the motion is for an adjournment (in which case discussion may occur (but only occur) on the details for resumption).
- (16) A formal motion does not constitute an amendment to a substantive motion.
- (17) If a formal motion is lost-
 - (a) the meeting will be resumed at the point at which it was interrupted; and
 - (b) if the formal motion was put during debate (and not at the end of debate) on a question, then a similar formal motion (i.e., a motion to the same effect) cannot be put until at least one Member has spoken on the question.
- (18) A formal motion for adjournment must include the reason for the adjournment and the details for resumption.
- (19) Any question that lies on the table as a result of a successful formal motion under sub regulation (14) (c) lapses at the next general election.
- (20) The chief executive officer must report on each question that lapses under subregulation (19) to the council at the first ordinary meeting of the council after the general election.
- (21) Sub-clauses (9), (10) and (11) may be varied at the discretion of the council pursuant to clause 6.

13. Amendments to Motions

(1) (a) Subject to sub-clause 11(a), a member who has not spoken to a motion at an earlier stage of the debate may move or second an amendment to the motion.

- (b) A member moving an amendment will speak to the amendment at the time of moving the amendment.
- (c) A member seconding an amendment may elect to either speak to the amendment at the time of seconding or may reserve their right to speak to the amendment until a later stage of the debate. Where a member seconds an amendment and reserves their right to speak to it, they will not be considered to have spoken to the amendment.
- (2) An amendment will lapse if it is not seconded at the appropriate time.
- (3) A person who moves or seconds an amendment (and, if he or she chooses to do so, speaks to the amendment) will, in so doing, be taken to have spoken to the motion to which the amendment relates.
- (4) If an amendment is lost, only 1 further amendment may be moved to the original motion.
- (5) If an amendment is carried, only 1 further amendment may be moved to the original motion.
- (6) Sub-clauses (1), (3) (4) and (5) may be varied at the discretion of the council pursuant to clause 6.

14. Variations etc.

- (1) The mover of a motion or amendment may, with the consent of the seconder, request leave of the meeting to vary, alter or withdraw the motion or amendment.
- (2) The presiding member must immediately put the question for leave to be granted and no debate will be allowed on that question.

15. Addresses by Members etc.

- (1) A member must not speak for longer than 5 minutes at any 1 time without leave of the meeting.
- (2) A member may, with leave of the meeting, raise a matter of urgency.
- (3) A member may, with leave of the meeting, make a personal explanation.
- (4) The subject matter of a personal explanation may not be debated.
- (5) The contribution of a member must be relevant to the subject matter of the debate.
- (6) Sub-clauses (1) and (2) may be varied at the discretion of the council pursuant to clause 6.

16. Voting

- (1) The presiding member, or any other member, may ask the chief executive officer to read out a motion before a vote is taken.
- (2) The presiding member will, in taking a vote, ask for the votes of those members in favour of the question and then for the votes of those members against the question (and may do so as often as is necessary to enable him or her to determine the result of the voting), and will then declare the outcome.

- (3) A person who is not in his or her seat is not permitted to vote.
- (4) Sub-clause (3) -
 - (a) may be varied at the discretion of the council pursuant to clause 6; and
 - (b) does not apply in relation to a member participating in a council committee meeting by telephone or electronic means approved in accordance with procedures determined by the council or council committee for the purposes of section 89 of the Act.

17. Divisions

- (1) A division will be taken at the request of a member.
- (2) If a division is called for, it must be taken immediately and the previous decision of the presiding member as to whether the motion was carried or lost is set aside.
- (3) The division will be taken as follows—
 - (a) the members voting in the affirmative will, until the vote is recorded, stand in their places; and
 - (b) the members voting in the negative will, until the vote is recorded, sit in their seats; and
 - (c) the presiding member will count the number of votes and then declare the outcome.
 - (d) A member who is unable to stand due to injury, illness, infirmity, disability or other cause, must advise the presiding member that they require special arrangements to be made in order for their vote to be adequately signalled to those persons present, and so that such vote is accurately recorded in the minutes. The presiding member may, in consultation with the member concerned, determine the manner in which the member is to signal their vote.
- (4) The chief executive officer will record in the minutes the names of Members who voted in the affirmative and the names of the members who voted in the negative (in addition to the result of the vote).
- (5) Sub-clause (3) may be varied at the discretion of the council pursuant to clause 6.

18. Tabling of Information

- (1) A member may require the chief executive officer to table any documents of the council relating to a motion that is before a meeting (and the chief executive officer must then table the documents within a reasonable time, or at a time determined by the presiding member after taking into account the wishes of the meeting, and if the member who has required the tabling indicates that he or she is unwilling to vote on the motion until the documents are tabled, then the matter must not be put to the vote until the documents are tabled).
- (2) The chief executive officer may, in tabling a document, indicate that in his or her opinion consideration should be given to dealing with the document on a confidential basis under section 90 or 91 of the Act.

19. Adjourned Business

- If a formal motion for a substantive motion to be adjourned is carried
 - the adjournment may either be to a later hour of the same day, to another day, or to another place; and
 - the debate will, on resumption, continue from the point at which it was (b) adjourned.
- If debate is interrupted for want of a quorum and the meeting is then adjourned, (2) the debate will, on resumption, continue from the point at which it was interrupted.
- Business adjourned from a previous meeting must be dealt with before any new (3)business at a subsequent meeting.
- The provisions of this procedure may be varied at the discretion of the council pursuant to clause 6.

20. Short-term Suspension of Proceedings

- If the presiding member considers that the conduct of a meeting would benefit from suspending the operation of all or some of the provisions of this Division for a period of time in order to allow or facilitate informal discussions, the Presiding Member may, with the approval of at least two-thirds of the members present at the meeting, suspend the operation of this Division (or any part of this Division) for a period determined by the presiding member.
- (2)The Guiding Principles must be taken into account when considering whether to act under sub-clause (1).
- (3)If a suspension occurs under sub-clause(1)
 - a note of the suspension, including the reasons for and period of (a) suspension, must be entered in the minutes; and
 - the meeting may proceed provided that a quorum is maintained but, during the period of suspension
 - the provisions of the Act must continue to be observed2; and (i)
 - no act or discussion will have any status or significance under the provisions which have been suspended; and
 - no motion may be moved, seconded, amended or voted on, other than a motion that the period of suspension should be brought to an end; and
 - the period of suspension should be limited to achieving the purpose for (c) which it was declared; and
 - the period of suspension will come to an end if (d)
 - the presiding member determines that the period should be brought to (i) an end; or

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2 Note - See particularly Part 4 of Chapter 5 and Chapter 6 of the Act.

(ii) at least two-thirds of the members present at the meeting resolve that the period should be brought to an end.

21. Chief executive officer may submit report recommending revocation or amendment of council decision

- (1) The chief executive officer may submit a report to the council recommending the revocation or amendment of a resolution passed since the last general election of the council.
- (2) The chief executive officer must ensure that the report is placed on the agenda for the meeting at which the report is to be considered.
- (3) The provisions of this procedure may be varied at the discretion of the council pursuant to clause 6.

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Part 3 - Meetings of other committees (to which Part 2 does not apply)

22. Application of Part 3

The provisions of this Part apply to or in relation to the meetings of any council committee that is not subject to the operation of Part 2.

23. Notice of meetings for Members

Pursuant to section 87(15) of the Act, section 87 is modified in its application in relation to the meetings of a Committee to which this Part applies as if subsections (4) and (7) to (10) of that section provided as follows:

- (a) That notice of a meeting of the committee may be given in a form determined by the committee after taking into account the nature and purpose of the committee; and
- (b) That notice need not be given for each meeting separately; and
- (c) That if ordinary meetings of the committee have a set agenda then notice of such a meeting need not contain, or be accompanied by, the agenda for the meeting; and
- (d) That it is not necessary for the chief executive officer to ensure that each member of the committee at the time that notice of a meeting is given is supplied with a copy of any documents or reports that are to be considered at the meeting.

24. Public Notice of committee meetings

- (1) Pursuant to section 88(7) of the Act, section 88 is modified in its application in relation to the meetings of a committee to which this Part applies as if subsections (2), (3) and (4) provided as follows:
 - (a) that public notice need not be given for each meeting separately; and
 - (b) that public notice may be given by displaying a notice and agenda in a place or places determined by the chief executive officer after taking into account the nature and purpose of the committee.

25. Minutes

- (1) The minutes of the proceedings of a meeting must include—
 - (a) the names of the members present at the meeting; and
 - (b) each motion carried at the meeting; and
 - (c) any disclosure of interest made by a member under sections 74 or 75A(3) of the Act; and
 - (d) details of the making of an order under subsection (2) of section 90 of the Act (see subsection (7) of that section); and
 - (e) a note of the making of an order under subsection (7) of section 91 of the Act in accordance with the requirements of subsection (9) of that section.
- (2) The minutes of the proceedings at a meeting must be submitted for confirmation at the next meeting or, if that is omitted, at a subsequent meeting.

Part 4 - Miscellaneous

26. Quorum for committees

- (1) The prescribed number of members of a council committee constitutes a quorum of the committee and no business can be transacted at a meeting unless a quorum is present.
- (2) For the purposes of this regulation, the *prescribed number* of members of a council committee is—
 - unless paragraph (b) applies—a number ascertained by dividing the total number of members of the committee by 2, ignoring any fraction resulting from the division, and adding 1; or
 - (b) a number determined by the council.

Note-

See also section 41(6) of the Act.

27. Voting at committee meetings

- (1) Subject to the Act and these procedures, a question arising for decision at a meeting of a council committee will be decided by a majority of the votes cast by the members present at the meeting and entitled to vote on the question.
- (2) Each member of a council who is a member of a council committee and who is present at a meeting of the committee must, subject to a provision of the Act to the contrary, vote on a question arising for decision at that meeting.
- (3) Each member of a council committee (regardless of whether they are also a member of the council) who is present at a meeting of the committee must, subject to a provision of the Act to the contrary, vote on a question for decision at that meeting.
- (4) The presiding member of a council committee has a deliberative vote on a question arising for decision at the meeting but does not, in the event of an equality of votes, have a casting vote.

28. Points of Order

- (1) The presiding member may call to order a member who is in breach of the Act or these procedures.
- (2) A member may draw to the attention of the presiding member a breach of the Act or these procedures, and must state briefly the nature of the alleged breach.
- (3) A point of order takes precedence over all other business until determined.
- (4) The presiding member will rule on a point of order.
- (5) If an objection is taken to the ruling of the presiding member, a motion that the ruling not be agreed with must be moved immediately.
- (6) The presiding member is entitled to make a statement in support of the ruling before a motion under sub-clause (5) is put.
- (7) A resolution under sub-clause (5) binds the meeting and, if a ruling is not agreed with—

- (a) the ruling has no effect; and
- (b) the point of order is annulled.

29. Interruption of meetings by members

- (1) A member of the council or council committee must not, while at a meeting—
 - (a) behave in an improper or disorderly manner; or
 - (b) cause an interruption or interrupt another member who is speaking.
- (2) Sub-regulation (1)(b) does not apply to a member who is—
 - (a) objecting to words used by a member who is speaking; or
 - (b) calling attention to a point of order; or
 - (c) calling attention to want of a quorum.
- (3) If the presiding member considers that a member may have acted in contravention of sub-regulation (1), the member must be allowed to make a personal explanation.
- (4) Subject to complying with sub-regulation (3), the relevant member must leave the meeting while the matter is considered by the meeting.
- (5) If the remaining members resolve that a contravention of sub-regulation (1) has occurred, those members may, by resolution—
 - (a) censure the Member; or
 - (b) suspend the Member for a part, or for the remainder, of the meeting.
- (6) A member who-
 - (a) refuses to leave a meeting in contravention of sub-regulation (4); or
 - (b) enters a meeting in contravention of a suspension under sub-regulation (5), is guilty of an offence.

Maximum penalty: \$1 250.

30. Interruption of meetings by others

A member of the public who is present at a meeting of the council or council committee must not—

- (a) behave in a disorderly manner; or
- (b) cause an interruption.

Maximum penalty: \$500.

Part 5 - Supplementary Procedures for council and committees

31. Setting of Agenda

- (1) The following will appear at the beginning of the agenda of all council meetings and will be read by the presiding member at the commencement of each council meeting and other appropriate functions of council;
 - (a) "We would like to acknowledge that this land that we meet on today is the traditional lands for the Kaurna people and that we respect their spiritual relationship with their country. We also acknowledge the Kaurna people are the custodians of the Adelaide region and that their cultural and heritage beliefs are still important to the living Kaurna people today."
 - (b) Almighty God, we humbly beseech Thee to bestow Thy blessing upon this Council. Direct and prosper our deliberations for the advancement of Thy Kingdom and true welfare of the people of this city.

Members will stand in silence in memory of those who have made the Supreme Sacrifice in the service of their country, at sea, on land and in the air.

Lest We Forget.

- (2) Presiding Members of Council committees can use their discretion regarding the Acknowledgement, Prayer and minutes silence by either insertion of an alternative shortened version or exclusion.
- (3) Sufficient opportunity is afforded to members to raise any other issue in accordance with this Code of Practice, the Act and Regulations. An item of "General Business" may be raised by a member only if it meets the objects of the Act and adheres to the Guiding Principles as outlined at Clause 4. An item in this category will be restricted to;
 - (a) minor matters,
 - (b) issues arising from business discussed during the meeting,
 - (c) issues of civic or ceremonial nature, or
 - (d) to call for a report for substantive decision making at future meetings.
- (4) All items for inclusion in the agenda of a Council or Committee meeting must be given to the chief executive officer at least 5 clear days before the date of the meeting at which the item is to be considered.
- (5) Reports of members should be restricted to items of particular interest or concern to the council. Reports that merely register attendance or representation of the council are to be written and handed to the minute secretary for recording in the minutes of the meeting.
- (6) Decisions not yet completed are to be listed at the beginning of the agenda with a very brief indication of their status and estimated time of completion, or instigation, in the case of ongoing activities.
- (7) At the end of the agenda there be provided a list and a précis of officers reports currently being prepared by the administration for the next meeting of the

Deleted: There will be no item of "Other Business" on the agenda of Council or Committee meetings.

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council or committee (i.e. if to be dealt with at a committee level then they are listed in that committee's agenda)

Sub-paragraphs (4) and (5) above do not apply to items that are, or likely to be, confidential.

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32. Notice of meeting for members

- (1) That notice of a meeting of a committee must be given in writing, at least 3 clear days prior to the date of the meeting;
- (2) That notice will be given for each meeting separately except where the chief executive officer considers that it is more appropriate in the circumstances to provide notice of multiple meetings in a single notice (for example where a series of meetings are required within a short period of time); and
- (3) That, where reasonably practicable, the notice of meeting will be accompanied by the agenda and any associated papers in the event that notice of meeting is not accompanied by the agenda and any associated papers, adequate time will be provided during the meeting for members to read additional documents prior to discussion of them.

33. Officer's Presentation of Late Material

- (1) An officer's report which has not been included in the agenda for a meeting may only be placed before the meeting where the officer responsible for the report has obtained the agreement, before the meeting, of both the presiding member and the chief executive officer that the report be presented.
- (2) The presiding member and the chief executive officer may only grant their consent to a report being presented to a council or committee meeting pursuant to sub-paragraph 1 above where, in their opinion, an urgent decision is required from the council or committee which cannot be delayed until the next meeting.
- (3) Where the material relevant to the presentation of a late report under this clause has been supplied to members just prior to or during a meeting, the presiding member must allow adequate reading time prior to consideration of the matter, in consultation with, and at the discretion of, the members.

34. Commencement of Meetings

- Clause 7 (1), (4)_{*} (5), (6) and (7) of this Code of Practice apply to meetings of all other committees.
- (2) If at the expiration of 30 minutes from the time specified in the notice of meeting as the time of commencement a quorum is not present, the presiding member will adjourn the meeting to a specified day and time.

35. Variation of Order of Agenda

- (1) The presiding member may, with the consent of the majority of the council or committee, vary the order of the agenda.
- (2) Where there are members of the public present in the gallery, council staff should (where possible) determine any agenda item(s) of particular interest to those persons and provide such information to the presiding member as soon as practicable (and preferably before the meeting commences).

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36. Adjournment of Meetings

Where a meeting continues to 10pm, unless there is a specific motion adopted at the meeting that it continue beyond this time, the meeting (and, hence, all remaining business) will be adjourned to a date and time specified by the presiding member.

37. Deputations

A deputation must not exceed five minutes except with the consent of the council or committee.

38. Reports of Members

Where a Member makes a report to the council under paragraph 31(6) of this Code, the minutes will reflect only that the member made a report and a brief description of the matter. In all cases the chief executive officer will determine the content of the brief description in his/her absolute discretion.

39. Questions for clarification purposes

- (1) A member may ask a question prior to the moving of a motion or during a debate on a motion or amendment to a motion for clarification purposes only without losing their right to speak to the motion or amendment. At the discretion of the presiding member, a question can be directed by any member, irrespective of whether that member has spoken to the motion or not, to another member for the purpose of;
 - (a) Seeking clarification of that other member's submissions in the debate;or
 - (b) Obtaining information within the intrinsic knowledge or expertise of that other Member.
- (2) Members are encouraged to seek answers to questions prior to a council or committee meeting.

40. Motion on Notice

Where a member who has given notice of a motion in accordance with sub-clause 12 (2) is absent from the meeting at which the motion is to be considered, the motion will lapse unless the council or committee determines that it be deferred to the next meeting, or the member has provided written authority for the notice of motion to be moved by another member.

41. Questions without Notice

- (1) A member may ask a question without notice at a meeting.
- (2) If the presiding member rules that a question without notice can be answered and the meeting resolve to record an entry in the minutes, the member will be asked to supply their question in writing to the minute secretary.

42. Committee Reports to the council

- (1) Committees are to report to the council through the presentation of minutes of the committee. The confirmed minutes must be submitted at intervals as determined by the council.
- (2) Committee reports are to be presented to the council by the presiding member of the committee where the presiding member is also an elected member of the council. Where this is not the case an elected member on the committee nominated by the presiding member will perform this function. In presenting the

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report, the presiding member of the committee is to merely put the motion that the report be accepted by the council and provide a general overview.

- (3) Where a committee makes a recommendation that differs from an officer's recommendation in any respect:
 - (a) the officer's recommendation will be retained in the agenda and the recommendation of the committee will be detailed in the minutes or report placed before the council meeting; and
 - (b) the committee's recommendation will be marked with an asterisk ("*").
- (4) Where a committee makes a recommendation to the council which defers a particular item, the reason for the deferment will be included in the committee's report.
- (5) A motion (where successful) to the effect that a committee report be accepted by the council, is sufficient to endorse the recommendations contained in the report as decisions of the council.
- (6) Where the presiding member of a committee is not in favour of a particular recommendation being offered to the council by the committee, they may request that another member of the relevant committee present the recommendation to the council and be offered the opportunity to speak to the motion to present the reasons why they are not in favour of a particular recommendation

43. Addresses by Members

- (1) A member who intends to speak at a council meeting must raise their hand to signal their intention. A member is not required to stand whilst addressing the meeting.
- (2) The presiding member of a committee will determine how members are to signal their intention to speak. Members are not required to stand when addressing a committee. Members must at all times address the meeting through the presiding member.
- (3) Where two or more members indicate their intention to speak at a meeting at the same time, the presiding member will determine in which order the members will be heard.
- (4) A member is at all times during a meeting to address and refer to another member or an officer or employee by their official title or designation.
- (5) A member speaking at a meeting is not to make a personal reflection upon, or impute an improper motive to, another member or to an officer or employee.

44. Elected member non-committee member contribution at committee meetings

- (1) Any elected member who is not a member of the committee is able to address members of the committee and provide contribution at any committee meeting of which they are not a member in accordance with the following process:
 - (a) The committee will need to resolve to suspend the meeting procedures (by approval of at least two thirds of the committee members present).
 - (b) The presiding member can then invite elected members (non-committee members) to 'sit' at the table and provide contribution on any issue

relevant to any item of business. The contribution will be limited to 5 minutes duration per person.

- (c) Following conclusion of the contribution provided, the presiding member will ask that each elected member who is not a member of the committee return to the gallery to be seated. There will be no further contribution or participation in the meeting by any elected member non-committee member.
- (d) The period of suspension will come to an end as determined by the presiding member or at least two-thirds of the committee members present will resolve that the period should be brought to an end.
- (e) The meeting will resume for consideration of the balance of the agenda and then for the formal decision making function of the committee to proceed by calling for movers and seconders of any proposed motions.

45. Mobile electronic devices

- (1) Mobile telephones, smart devices (including but not limited to iPad's etc.) must be placed in silent mode during a meeting by members and officers so as to be contactable in case of family emergency or for the review of council documentation ONLY. Electronic devices are not to be used for texting etc. throughout council or committee meetings.
- (2) Mobile telephones, smart devices (including but not limited to iPad's etc.) may not be used during a meeting by media representatives or persons in the public gallery. Mobile phones, if brought into the Council chambers, or Committee room, must be switched to silent before the meeting commences.

46. Nomination/Appointment of elected members to internal and external positions

Procedure for nomination/appointment of elected members to internal and external positions

- (1) Before debate on the item, the presiding member will call for a short term suspension of proceedings to undertake a ballot process. Note this requires the consent of two thirds of the members present.
- (2) The presiding member will call for nominations.
- (3) All elected members (including the presiding member) will record their vote by placing a 1, 2, and 3 (in the case of 3 vacancies with the 1 going to the most preferred candidate, 1, 2, 3, and 4 in the case of 4 vacancies etc.) against the preferred elected member's name (or names for more than one position) on the ballot paper.
- (4) A General Manager will collect the ballot papers.
- (5) The chief executive officer and the General Manager will count the votes separately and confirm numbers.
- (6) The chief executive officer will then report the numbers to the presiding member. The presiding member will confirm by counting the votes.
- (7) The presiding member will announce the successful candidate.
- (8) The presiding member will then bring the suspension of meeting procedures to an end.
- (9) The presiding member will ask for an elected member to move a motion in relation to the item to confirm the outcome of the ballot.

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Appendix A

Specific powers of the presiding member

The Regulations give specific powers and responsibilities to the presiding member in the following circumstances -

Minutes

Signing the minutes once a motion of confirmation has been carried - R8.

Questions

- The presiding member may allow the answer to a question without notice to be given at the next meeting R9(4).
- The presiding member may rule that a question with or without notice not be answered if the presiding member considers that the question is vague, irrelevant, insulting or improper R9(6).

Deputations

- A request for a deputation must be in writing to the CEO who passes it to the presiding member.
- The presiding member may refuse to allow a deputation to appear at a meeting. If the presiding member refuses to allow a deputation he/she must report the decision to the next meeting of the Council or committee. The Council or committee may resolve to allow the deputation to appear despite a contrary ruling by the presiding member R11(5) & (6).

Motions

- The presiding member may refuse to accept a motion without notice if, after taking into account the Guiding Principles, he/she considers that the motion should be dealt with by way of written notice of motion R12(6).
- The presiding member may refuse to accept a motion if the subject matter is, in his/her opinion, beyond the power of the Council or committee.

Short-term suspension

• The presiding member, with the consent of two thirds of the members present, may suspend the operation of all or part of Division 2 of the Regulations for a short time if he/she considers that the conduct of the meeting would benefit from such a suspension. The presiding member may in his/her discretion determine that a short term suspension be brought to an end - R20.

Point of order

A point of order is a breach of the provisions of the Act or Regulation.

- The presiding member may call to order a member who is in breach of the Act or Regulations.
- The presiding member will rule on a point of order R28.
- If an objection is taken to the ruling of the presiding member, a motion that the ruling not be agreed with must be moved immediately. The presiding member is entitled to make a statement in support of his/her ruling before putting the motion to not agree with the ruling.

DOCUMENT HISTORY

Date	Council or Committee	Comment
28/7/2008	CSP 310/08	Was policy number 48.
21/8/2008	C 149/08	
19/7/2010	CSP 341/10	
26/7/2010	C 701/10	
16/5/2011	CSP 31/11	
23/5/2011	C 135/11	
22/8/2011	C 231/11	
19/9/2011	CSP 64/11	
26/9/2011	C 240/11	
14/5/2012	CSP 108/12	
28/5/2012	C 420/12	
26/11/2012	C 601/12	
28/1/2014	C 1013/14	
26/5/2014	C 1146/14	
22/6/2015	C 165/15	Policy number COU 004 discontinued.
2016		

REPORT OF COMMITTEE

TITLE: CONFIRMATION OF MINUTES FOR THE AUDIT

AND GOVERNANCE COMMITTEE 30 AUGUST

2016

ITEM NUMBER: 600

DATE OF MEETING: 26 SEPTEMBER 2016

ATTACHMENTS: 1. MINUTES OF MEETING

EXECUTIVE SUMMARY

David Papa and Weide Jin from Bentleys, were present to answer any queries from the Committee in relation to the Internal Audit Environmental Health Report and the Bentleys, Annual Report.

The Group Manager Governance provided an update on the LGAMLS Risk Profile – Review Data Report.

TREASURY MANAGEMENT REVIEW POLICY

The Audit and Governance Committee suggested that it was sufficient for two tenders, not three to be approached for new loans and recommended that the wording within the policy at Section 5.4.4 be amended to reflect this.

All other reports were discussed, with no specific comments to be forward to Council.

RECOMMENDATION

MOVED: SECONDED:

That:

- The minutes of the Audit and Governance Committee meeting held on Tuesday 30 August 2016 be received.
- 2. The recommendations listed under:

Item 31

Conflict of Interest

Item 32

Correspondence

Item 33

Internal Audit - Environmental Health

<u>Item 34</u>

Internal Audit - Bentleys Annual Report

<u>Item 35</u>

Local Government Association Mutual Liability Scheme Risk Profile – Review Data Report

Item 36

Procurement Savings Report

<u>Item 37</u>

Prudential Management Policy Review

Item 38**

Treasury Management Review Policy

be adopted.

AUDIT & GOVERNANCE COMMITTEE

Minutes of the Audit and Governance Committee Meeting held on Tuesday 30 August 2016, at 6:00pm at the Unley Civic Centre - 181 Unley Road Unley

PRESENT:

Mr John Rawson (Presiding Member) Mr Ed Parker (Independent Member) Mr Sean Tu (Independent Member) Councillor Michael Rabbitt Councillor Rob Sangster

OFFICERS PRESENT

Mr Peter Tsokas, Chief Executive Officer

Ms Megan Berghuis, General Manager Community

Ms Nicola Tinning, Group Manager Business Support and Improvement

Ms Rebecca Wilson, Group Manager Governance

Mr Mike Carey, Manager Finance

Ms Ruth Box, Executive Assistant Corporate Services

<u>GUESTS</u>

Mr David Papa, Bentleys Mr Weide Jin, Bentleys

REPORT TO COUNCIL:

26 September 2016

COMMITTEE MEETING - ORDER OF BUSINESS

APOLOGIES

Nil

CONFIRMATION OF MINUTES

MOVED Michael Rabbitt SECONDED Rob Sangster

That the minutes of the Audit and Governance Committee meeting, held on Tuesday 24 May 2016, as printed and circulated be taken as read and signed as a correct record.

BUSINESS ADJOURNED

Nil

DEPUTATIONS / PRESENTATIONS

Nil

ITEM 31 COINFLICT OF INTEREST

Nil

ITEM 32 CORRESPONDENCE

MOVED Sean Tu SECONDED Ed Parker

That the correspondence from:

- Centennial Park Cemetery Authority
 - Audit and Risk Management Committee Minutes 8 August 2016
- BDO
 - o Interim Report on the 2016 External Audit 12 August 2016

be received

CARRIED UNANIMOUSLY

ITEM 33 INTERNAL AUDIT – ENVIRONMENTAL HEALTH

MOVED: Sean Tu

SECONDED: Michael Rabbitt

That:

1. The report and attachments be received.

ITEM 34

BENTLEYS INTERNAL AUDIT ANNUAL REPORT

MOVED: Ed Parker SECONDED: Sean Tu

That:

The report and attachments be received

CARRIED UNANIMOUSLY

The representatives from Bentleys, Mr Weide Jin and Mr David Papa, left the meeting at 6:50pm.

ITEM 35

LOCAL GOVERNMENT ASSOCIATION MUTUAL LIABILITY SCHEME RISK PROFILE – REVIEW DATA REPORT

MOVED: Michael Rabbitt SECONDED: Ed Parker

That:

1. The report and attachments be received.

CARRIED UNANIMOUSLY

ITEM 36

PROCUREMENT SAVINGS REPORT

MOVED: Rob Sangster SECONDED: Michael Rabbitt

That:

1. The report be received.

ITEM 37

PRUDENTIAL MANAGEMENT POLICY REVIEW

MOVED: Sean Tu SECONDED: Ed Parker

That:

- 1. The report be received.
- 2. The Audit and Governance Committee recommends the Prudential Management Policy be provided to Council for adoption.

CARRIED UNANIMOUSLY

ITEM 38**

TREASURY MANAGEMENT REVIEW POLICY

MOVED: Michael Rabbitt

SECONDED: Ed Parker

That:

- 1. The report be received.
- 2. The Audit and Governance Committee recommends the Treasury Management Policy be provided to Council for adoption with an amendment to Section 5.4.4
 - all new loans are to be tendered to at least two lending institutions.

CARRIED UNANIMOUSLY

OTHER BUSINESS

The CEO gave a verbal update on Centennial Park's consideration of the Future Upkeep fund.

CLOSURE

The Presiding Member closed the Meeting at 7:30pm.

PROPOSED AGENDA ITEMS FOR NEXT MEETING

Work plan as endorsed - Item 22/15.

MEETING DATES	
Wednesday 19 th October	
PRESIDING MEMBER	<u>DATE</u>

REPORT OF COMMITTEE

TITLE: MINUTES OF UNLEY BUSINESS AND

ECONOMIC DEVELOPMENT COMMITTEE -

7 SEPTEMBER 2016

ITEM NUMBER: 601

DATE OF MEETING: 26 SEPTEMBER 2016

ATTACHMENTS: 1. MINUTES OF MEETING

EXECUTIVE SUMMARY

ITEM 26

ECONOMIC DEVELOPMENT STRATEGY

The Committee decided that it would not be appropriate to appoint a consultant at this stage of the process, until the Council has completed a review of the Community Plan and 4 Year Plan.

Discussion centred around the Strategy and the key result areas.

Some Members of the Committee felt that the strategy could be developed in house rather than appoint an external consultant.

ITEM 27

2015-2016 MAINSTREET IMPROVEMENT BUDGET CARRY FORWARD

Free public Wi-Fi on Goodwood Road and Fullarton Road (if funding allows) was well received by the Committee.

The Committee was also advised that Council had partnered with Telstra to develop 19 hot spots along Unley and King William Roads. The Committee was concerned that this information had not been provided previously.

It was explained that Council's communications team is working on a launch and all traders will be advised where the hot spots are located. This information will also be on Council's website.

Discussion took place on the provision of an app for 'Find Your Everything' and how this could be achieved.

ITEM 28

GLEN OSMOND ROAD PRECINCT ASSOCIATION INC - WINDING UP

The Committee was in agreement that the money for separate rates be returned to the owners. It was explained that this was only for the first quarter separate rates, and was not a considerable amount of money at this stage.

The Committee expressed their disappointment that this Association was winding up, but understood the frustration that traders were experiencing.

The money that had been allocated for infrastructure items on Glen Osmond Road will still be expended for the purpose of new bins and seating.

ITEM 29

ASSOCIATION COORDINATORS' QUARTERLY REPORTS FOR THE PERIOD ENDING 30 JUNE 2016

Discussion took place on the figures for Unley Road. There appeared to be a discrepancy. James Morris will take up with the Association and check on the figures.

RECOMMENDATION

MOVED: SECONDED:

That:

- 1. The minutes of the Unley Business and Economic Development Committee meeting held on Tuesday, 7 September 2016, be received.
- 2. The recommendations listed under:

Item 26

Economic Development Strategy

Item 27

2015-2016 Mainstreet Improvement Budget Carry Forward

Item 28

Glen Osmond Road Precinct Association Inc - Winding Up

<u>Item 29</u>

<u>Association Coordinators' Quarterly Reports for the Period Ending 30 June 2016</u>

inclusive, be adopted.

UNLEY BUSINESS AND ECONOMIC DEVELOPMENT COMMITTEE

Minutes of Meeting

Held Wednesday, 7 September 2016 commencing at 6.30pm Council Chambers 181 Unley Road Unley

MEMBERS PRESENT:

Councillor John Koumi – Presiding Member Councillor Anthony Lapidge Doug Strain Orren Pruncken Alison Snel Jodie Gaffney Craig Phillips James Morris Susan Straschko

OFFICERS PRESENT:

Mr P Tsokas, Chief Executive Officer
Ms L De Bono, Coordinator Economic Development
Ms C Gowland, Executive Assistant to the CEO and Mayor

ACKNOWLEDGMENT:

The Presiding Member opened the meeting by welcoming Members and allowing each of the Members to individually acknowledge the Kaurna Acknowledgement.

APOLOGIES:

Councillor Don Palmer Mayor Lachlan Clyne – ex Officio Ms Leonie Clyne

OBSERVERS:

Nil

CONFIRMATION OF MINUTES:

MOVED Councillor Lapidge SECONDED Alison Snel

That the minutes of the meeting of the Unley Business and Economic Development Committee held Wednesday, 1 June 2016 as printed and circulated, be taken as read and signed as a correct record.

CARRIED UNANIMOUSLY

DEPUTATIONS

Nil

PRESENTATION:

Nil

ITEM 25 CONFLICT OF INTEREST

Councillor Koumi advised that he would declare a material conflict of interest in Item 28 – Glen Osmond Road Precinct Association – Winding Up – and would leave the meeting when that Item came up for discussion.

ITEM 26**

ECONOMIC DEVELOPMENT STRATEGY

SUSPENSION OF MEETING PROCEDURES

The Presiding Member advised that he thought the meeting would benefit from a short term suspension of meeting procedures, up to 20 minutes, to discuss the Economic Development Strategy.

This was agreed with a two thirds majority.

Meeting procedures were suspended at 6.35pm.

FURTHER SUSPENSTION OF MEETING PROCEDURES

Meeting procedures were suspended for a further 10 minutes with a two thirds majority at 6.57pm.

Meeting procedures resumed at 7.03pm.

MOVED James Morris

SECONDED Susan Straschko

The Committee recommends to Council that:

- 1. The report be received.
- 2. Further work on the Economic Development Strategy be undertaken once Council has completed the Community Plan and 4 Year Plan.

CARRIED UNANIMOUSLY

<u>ITEM 27</u> 2015 – 2016 MAINSTREET IMPROVEMENT BUDGET CARRY FORWARD

MOVED Alison Snel SECONDED James Morris

The Committee recommends to Council that:

- 1. The report be received.
- 2. The 2015 2016 Mainstreet Improvement Budget carry forwards and the 2016 2017 Mainstreet Improvement Budget unallocated funds be allocated towards an extension of the Free Public WI-FI on to Goodwood Road, and also on to Fullarton Road if funding allows.

CARRIED UNANIMOUSLY

Prior to Item 28, Councillor Koumi advised that as stated, he has a material conflict of interest in the following item and would be leaving the meeting. He therefore called for nominations for the appointment of an acting Presiding Member for Item 28.

APPOINTMENT OF ACTING PRESIDING MEMBER FOR ITEM 28

MOVED Councillor Lapidge SECONDED Susan Straschko

That Councillor Lapidge be appointed as acting Presiding Member for Item 28, Glen Osmond Road Precinct, in the absence of the Presiding Member.

CARRIED UNANIMOUSLY

Councillor Koumi left the meeting at 7.19pm.

Councillor Lapidge took over the meeting as Acting Presiding Member at 7.19pm.

ITEM 28 GLEN OSMOND ROAD PRECINCT ASSOCIATION INC. – WINDING UP

MOVED Susan Straschko SECONDED Doug Strain

The Committee recommends to Council that:

- 1. The report be received.
- 2. If GORPA is wound up by Vote at a Special General Meeting on 21 September 2016;
 - The separate rate for "land use of Commercial Shop with addresses along the western side of Glen Osmond Road (between Greenhill Road and Katherine Street) not be collected for 2016-2017 financial year.
 - Any funds already received be returned to property owners or rebated against their future rate obligations.
 - Council approves the reduction in budget for the 2016-2017 financial year for the Glen Osmond Road Precinct.
- 3. \$15,000 from the 2016 2017 Mainstreet Improvement Budget allocated to the Glen Osmond Road Precinct Association to deliver infrastructure items such as new bins and seating still be expended for that purpose.

CARRIED UNANIMOUSLY

Councillor Koumi returned to the meeting at 7.27pm and resumed the role of Presiding Member.

ITEM 29 ASSOCIATION COORDINATORS' QUARTERLY REPORTS FOR THE PERIOD ENDING 30 JUNE 2016

MOVED Councillor Lapidge SECONDED Alison Snel

The Committee recommends to Council that:

1. The report be received.

CLOSE OF MEETING:

The Presiding Member closed the meeting at 7.42pm.
PRESIDING MEMBER



REPORT OF COMMITTEE

TITLE: MINUTES OF DEVELOPMENT STRATEGY &

POLICY COMMITTEE -

13 SEPTEMBER 2016

ITEM NUMBER: 602

DATE OF MEETING: 26 SEPTEMBER 2016

ATTACHMENTS: 1. MINUTES OF MEETING

EXECUTIVE SUMMARY

ITEM 22

LOCAL HERITAGE REFORM DISCUSSION PAPER

The Committee provided their views on the City of Unley submission paper and suggested that Council take a more aggressive approach in the response to the Department of Planning Transport and Infrastructure (DPTI).

The Committee provided an amendment to the recommendation, agreeing that more emphasis be placed on the dot points shown under recommendation 3.

RECOMMENDATION

MOVED: SECONDED:

That:

- 1. The minutes of the Development Strategy and Policy Committee meeting held on Tuesday, 13 September 2016, be received.
- 2. The recommendations listed under:

Item 22

Local Heritage Reform Discussion Paper

inclusive, be adopted.

DEVELOPMENT STRATEGY AND POLICY COMMITTEE

Minutes of Meeting

Held Tuesday 13 September 2016 commencing at 7.00pm Civic Centre 181 Unley Road Unley

MEMBERS PRESENT:

Councillor Don Palmer – Presiding Member Councillor A Lapidge Councillor J Boisvert Councillor L Smolucha Councillor R Salaman Mr D Wallace Mr S Yarwood Mr L Roberts

OFFICERS PRESENT:

Mr Peter Tsokas, Chief Executive Officer
Mr Paul Weymouth, Acting General Manager Economic Development
& Planning
Mr David Brown, Principal Policy Planner
Ms Carol Gowland, Executive Assistant to CEO 7 Mayor

ACKNOWLEDGEMENT

The Presiding Member welcomed Members to the meeting and opened the meeting with the Acknowledgement.

CONFIRMATION OF MINUTES

MOVED Lloyd Roberts SECONDED Councillor Lapidge

That the Minutes of the Development Strategy and Policy Committee, held on Monday, 18 July 2016 as printed and circulated, be taken as read and signed as a correct record.

CARRIED

APOLOGIES

Mayor Lachlan Clyne Councillor J Koumi Mr G Pember

OBSERVERS

Ms R Islip, FOCUS

CONFLICT OF INTEREST

Nil

ITEM 22**

LOCAL HERITAGE REFORM DISCUSSION PAPER

Prior to discussion on this Item, Mr David Brown, Principal Policy Planner, gave a presentation to the Committee on Local Heritage Reform.

SUSPENSION OF MEETING PROCEDURES

The Presiding Member advised the Committee that he thought the meeting would benefit from a short term suspension of meeting procedures, for up to 30 minutes, to discuss the Item.

This was agreed with a two thirds majority.

Meeting procedures were suspended at 7.27pm.

FURTHER SUSPENSION OF MEETING PROCEDURES

A further extension of meeting procedures, for up to 15 minutes, was agreed with a two thirds majority.

Meeting procedures were suspended at 7.57pm.

FURTHER SUSPENSION OF MEETING PROCEDURES

A further extension of meeting procedures, for up to 10 minutes, was agreed with a two thirds majority.

Meeting procedures were suspended at 8.13pm.

Meeting procedures resumed at 8.22pm.

ITEM 22** LOCAL HERITAGE REFORM DISCUSSION PAPER

MOVED Doug Wallace SECONDED Stephen Yarwood

That it be recommended to Council, that:

- 1. The report be received.
- 2. The Local Government Association (SA) draft Local Heritage and Character Revised Draft Position Paper be supported.
- 3. The issues and concerns arising within the discussion paper 'Heritage Reform an exploration of the opportunities', as outlined in the draft submission contained in Attachment 1 to this report (with the following amendments):
 - Conversion of the existing heritage and character provisions, and subsequent review processes, must maintain an equal status for such areas
 - Court Appeal rights regarding listing being extended to Council is strongly advocated
 - On-merit assessment for local heritage demolition is appropriate, providing the critical robust planning policy criteria is maintained
 - Future criteria for listing of local heritage items to be clear and agreed with Council,

be submitted to the Department of Planning Transport and Infrastructure (DPTI) to assist with the review of the proposed local heritage reforms.

CARRIED UNANIMOUSLY

The Committee asked that it be recorded that thanks be given to Mr Brown for his work on the Local Heritage Reform.

The Presiding Member also advised the Committee of Council's decision re Section 41 Committees and thanked them for their assistance during their term.

CLOSURE

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PRESIDING MEMBER

(This is page 3 of the Development Strategy & Policy Committee Minutes for 13 September 2016)

DECISION REPORT

REPORT TITLE: LOCAL HERITAGE REFORM DISCUSSION

PAPER

ITEM NUMBER: 603

DATE OF MEETING: 26 SEPTEMBER 2016

AUTHOR: DAVID BROWN

JOB TITLE: PRINCIPAL POLICY PLANNER

1. **EXECUTIVE SUMMARY**

1.1 The State Government has released a discussion paper 'Heritage reform – an exploration of the opportunities' to outline the issues and proposals for heritage reforms as part of the new planning system.

- 1.2 In response, the Local Government Association (SA) has liaised with practitioners and prepared a draft Position Paper on behalf of members.
- 1.3 Feedback is sought to refine the proposals before inclusion in legislative amendments later in 2016.
- 1.4 An effective and efficient system to manage and value heritage is desirable but there are a range of concerns with the proposals raised, including a lack of their context, clarity and certainty going forward.
- 1.5 A draft submission was presented to the Development Strategy and Policy Committee at its meeting on 13 September 2016. A range of amendments were recommended which have been incorporated to form the attached response to the Department of Planning Transport and Infrastructure (DPTI) to assist with the review of the proposed heritage reforms.

2. **RECOMMENDATION**

That:

- The report be received.
- Council endorse the covering letter and submission contained in Attachment 1 to this report, and submit to the Department of Planning Transport and Infrastructure (DPTI) to assist with the review of the proposed local heritage reforms.

1. RELEVANT CORE STRATEGIES/POLICIES

- 3.1 Unley Community Goals
 - Goal 1 Emerging Our Path to a Future City
 - 1.1 A thriving and prosperous business community
 - Goal 2 Living Our Path to a Vibrant City
 - 2.1 Highly desirable and diverse lifestyle
 - 2.3 Cultural and artistic diversity
 - Goal 4 Greening Our Path to a Sustainable City
 - 4.1 Renowned for its lifestyle and environmental balance
- 1.2 The designation and control of State Heritage Places is pursuant to the Heritage Places Act (1993) Part 4. The discussion paper does not deal with State Heritage.
- The designation and control of Local Heritage Places is currently pursuant to the Development Act (1993) Part 3, Division 2, Sub-division 2, Sections 24, 25 and 27. It is proposed to further amend the new Planning Development and Infrastructure Act to reform the criteria and process.
- 3.4 The designation and control of Historic and Character areas currently occurs within the Development Plan pursuant to the Development Act (1993) Part 3, Division 2, Sub-division 2, Sections 24, 25 and 27. It is proposed the policy tools and criteria be refined as part of the new Planning and Design Code.

2. <u>DISCUSSION</u>

A report and draft submission were presented to the Development Strategy and Policy Committee at its meeting on the 13 September 2016.

The Committee recommended to Council that:

- 1. The report be received.
- 2. The Local Government Association (SA) draft *Local Heritage and Character Revised Draft Position Paper* be supported.
- 3. The issues and concerns arising within the discussion paper 'Heritage Reform an exploration of the opportunities', as outlined in the draft submission contained in Attachment 1 to this report (with the following amendments):
 - Conversion of the existing heritage and character provisions, and subsequent review processes, must maintain an equal status for such areas
 - Court Appeal rights regarding listing being extended to Council is strongly advocated
 - On-merit assessment for local heritage demolition is appropriate, providing the critical robust planning policy criteria is maintained

 Future criteria for listing of local heritage items to be clear and agreed with Council,

be submitted to the Department of Planning Transport and Infrastructure (DPTI) to assist with the review of the proposed local heritage reforms.

The State Government Expert Panel on Planning Reforms in 2014 recommended changes to the criteria and process for heritage management. However, given the complexity and sensitivity of such heritage reforms they were largely excluded from the initial Planning, Development and Infrastructure Act (PDI Act) in 2015. It was proposed these reforms be explored in a discussion paper *Heritage reform* – an exploration of the opportunities before further legislation changes were introduced later in 2016.

The discussion paper was initially only distributed to targeted stakeholders, eg councils and those who raised heritage issues in their previous submissions on the planning reforms. Wider public release would have been be preferable.

The paper was released on the 9 August 2016 with responses initially requested by the 9 September 2016, but then extended until the 23 September 2016 and now until the 7 October 2016 given the continued high interest in the matter.

The Administration has contributed to workshops with the Local Government Association (LGA) in their continued activity in coordinating and collaborating on the planning reforms with Department of Planning Transport and Infrastructure (DPTI). Further individual discussions have occurred with DPTI officers.

The DPTI discussion paper has been reviewed in regard to Unley's experience. A draft submission was reviewed and amendments recommended by the Development Strategy and Policy Committee at its meeting on the 13 September 2016. A revised submission and covering letter have been prepared and are contained in Attachment 1 to Item 603/16

Attachment 1

A Local Government Association *Local Heritage and Character Revised Draft Position Paper* provides a comprehensive review of the context and issues surrounding local heritage and character. The paper represents a good representation of the collective views of local government. A copy of the position paper was included as an attachment to the Committee report.

A copy of the Department of Planning Transport and Infrastructure discussion paper *Heritage reform – an exploration of the opportunities* was also included as an attachment to the Committee report.

There is a high level of community concern and controversy regarding the perceived direction and nature of proposals explored in the discussion paper. It is important objective feedback from a wide range of interests is provided to help shape the outcome.

Further opportunities to discuss the reform proposals and ultimately the fundamental detail will be provided as part of the proposed legislative changes.

The supporting subordinate regulations, policy instruments and practice directions will be critical and need similar thorough exploration, discussion and wide community engagement. An effective and efficient approach is desirable but one that reasonably serves and balances the values within the whole community.

3. ANALYSIS OF OPTIONS

Option 1 – Council endorse the covering letter and submission contained in Attachment 1 to this report, and submit to the Department of Planning Transport and Infrastructure (DPTI) to assist with the review of the proposed local heritage reforms.

The 'Heritage reform – an exploration of the opportunities' discussion paper outlines issues and proposals for reform of the local heritage identification, management and listing process.

While an effective and efficient system is desirable there are a range of issues arising from the discussion paper about a lack of context, clarity and ongoing surety for valuing heritage and its proper management into the future.

A submission in accord with Attachment 1 should assist with addressing the concerns and help to ensure a positive outcome for all stakeholders. As part of this further genuine broad community engagement should occur.

Option 2 – Endorse the covering letter and submission contained in Attachment 1, together with further points, and submit to DPTI.

The 'Heritage reform – an exploration of the opportunities' discussion paper outlines issues and proposals for reform of the local heritage identification, management and listing process.

There are a range of issues arising from the discussion paper about a lack of context, clarity and ongoing surety for valuing heritage and its proper management into the future.

A submission in accord with Attachment 1, as well as further or alternative concerns held by Council, could be formulated assist in the reform.

Option 3 – Receive 'Heritage reform – an exploration of the opportunities' discussion paper and not make a submission.

The 'Heritage reform – an exploration of the opportunities' discussion paper outlines issues and proposals for reform of the local heritage identification, management and listing process.

If Council is satisfied the proposals are appropriate there is no need for a submission.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

5.1 Financial/budget

- There are no immediate budget implications but this would need to be reassessed once the implications of the resultant reforms are known.
- The potential issues with translation of current heritage places and areas, audit and review of status could pose major resource implications.

5.2 Legislative/Risk Management

- While the new Planning, Development and Infrastructure Act will provide the fundamentals there will need to be careful practical management.
- Community engagement is critical to disseminating and hearing all views and arriving at a mutually understood and appreciated system.

5.3 Staffing/Work Plans

 Monitoring, contribution and review of heritage reforms would be managed within current resources.

5.4 Environmental/Social/Economic

 A clear, robust and refined system will facilitate better management while it duly respects the wishes of all stakeholders in regard to the value and protection of heritage and character.

5.5 Stakeholder Engagement

- Targeted stakeholder engagement was undertaken as part of the release of the discussion paper.
- More comprehensive consultation, in accord with the State Governments promoted new Community Engagement Charter, would be beneficial to fully and properly engage all views and facilitate widespread debate.

6. REPORT CONSULTATION

The specific nature of the issue and time constraints has limited the extent of internal consultation. Limited liaison has occurred within the Economic Development and Planning Division.

7. <u>ATTACHMENTS</u>

 City of Unley Covering Letter and Submission on Local Heritage Reform

8. REPORT AUTHORISERS

<u>Name</u>	<u>Title</u>
Paul Weymouth	Acting/General Manager Economic
	Development and Planning
Peter Tsokas	Chief Executive Officer



27 September 2016

Ms Zoe Delmenico Team Leader, Governance and Frameworks Planning Reform **Development Division** Department of Planning, Transport and Infrastructure **GPO Box 1533** Adelaide SA 5001

Dear Ms Delmenico

Heritage reform – an exploration of the opportunities **Local Heritage Discussion Paper**

The City of Unley has a long and strong commitment to recognising and protecting its extensive remaining distinct heritage and character.

The Unley Community Plan 2033 and Development Strategy Vision seek maintenance of around 70% of the existing neighbourhoods and their current diversity of housing, while focussing desired opportunities for growth and further diversity in a close network of activity centres, main road corridors and suitable residential precincts. This provides for an effective balance of conservation and ample future growth.

The City of Unley does not support any dilution of the extent or status of its existing local heritage places and local historic and character areas.

Improved consistency, efficiency, transparency and accountability are laudable. However, the existing system is not broken. The discussion paper fails to address many critical aspects and raises concerns about the direction of the reforms for the ongoing status of local heritage and character which are not supported.

The discussion should be broader and longer to engage more widely with all stakeholders and the community before embarking on more detailed proposals and ultimately initial legislation reform on local heritage places.

The critical but unknown supporting governance, subordinate regulations, policy instruments, practice directions and practice guides will be important to the future successful implementation. All will need thorough exploration, discussion and wide community engagement before being resolved.

An effective and efficient approach is desirable but one that reasonably serves and balances the values within the whole community.

The Council considered the *Heritage reform – an exploration of the opportunities* discussion paper produced by the Department of Planning Transport and Infrastructure (DPTI) at its meeting on the 26 September 2016.

The Council resolved to support the Local Government Association (SA) *Local Heritage and Character Revised Draft Position Paper*, and to submit its own response. Both are attached.

In relation to the discussion paper propositions, the Council wishes to emphasise that with any changes:

- Comprehensive extent of local heritage places, historic areas and character areas are fundamental to Unley's culture and distinctive identity;
- Conversion of the existing heritage and character provisions, and subsequent review processes, must maintain an equal status for such areas;
- In any listing process, interim control of proposed listings is critical;
- Court Appeal rights regarding listing being extended to Council is strongly advocated;
- On-merit assessment for local heritage demolition is appropriate, providing the critical robust planning policy criteria is maintained;
- Future criteria for listing of local heritage items to be clear and agreed with Council.

It is trusted this feedback assists with the consideration of the future reforms.

Should you have any questions please contact David Brown, Principal Policy Planner, on dbrown@unley.sa.gov.au or 8372 5185.

Yours faithfully

Lachlan Clyne MAYOR, CITY OF UNLEY

RENEWING OUR PLANNING SYSTEM Placing Local Heritage on Renewed Foundations

Heritage reform – an exploration of the opportunities Local Heritage Discussion Paper by DPTI

City of Unley submission

The State Government Expert Panel on Planning Reforms in 2014 recommended changes to the criteria and process for heritage management. The complexity and sensitivity of such heritage reforms meant they were largely excluded from the initial Planning, Development and Infrastructure Act (PDI Act) in 2015. It is appropriate these reforms be further explored through further discussion before legislative changes are contemplated later in 2016.

The Heritage reform – an exploration of the opportunities discussion paper produced by the Department of Planning Transport and Infrastructure (DPTI) was only initially distributed to targeted stakeholders, eg councils and those who raised heritage issues in their previous submissions on the planning reforms. It was released on the 9 August 2016 with responses initially requested by the 9 September 2016 but then extended to the 23 September 2016, and now until the 7 October 2016 given the continued high interest in the matter.

While apparently not seeking wider public debate, the matter has attracted wide media attention based upon discussion at the City of Adelaide Council meeting on the 23 August 2016. Subsequently, the Minister has been in the media and been encouraging public feedback. For such a fundamental and important issue within the community, it is appropriate much broader, longer and organised engagement be undertaken, reflecting the State Governments own widely promoted proposed new best practice *Community Engagement Charter*.

Strategic Context

The City of Unley has a long and strong commitment to recognising and protecting its extensive remaining distinct heritage and character. The Unley Community Plan 2033 and Development Strategy Vision seek maintenance of around 70% of the existing neighbourhoods and their current diversity of housing, while focussing desired opportunities for growth and further diversity in a close network of activity centres, main road corridors and suitable residential precincts. This provides for an effective balance of conservation and ample future growth.

The City of Unley does not support any dilution of the extent or status of its existing local heritage places and local historic and character areas.

Improved consistency, efficiency, transparency and accountability are laudable. However, the existing system is not broken. The discussion paper fails to address many critical aspects and raises concerns about the direction of the reforms for the ongoing status of local heritage and character which are not supported.

Local Heritage Context

The context for the role of heritage in the planning system has been revised. The new PDI Act removes any mention of 'conservation' that exists in the current objectives in favour of 'creating an effective, efficient and enabling planning system' and to 'foster urban renewal' amongst others. Supporting Principles of good planning seek high-quality design respecting and responding to local context and character and support for adaptive re-use, which is positive, but there is no specific mention of heritage.

The 30-year Plan for Greater Adelaide 2016 Update indicates support for heritage places and areas but the importance of balanced integration of increased growth against the value and desired extent of heritage places and particularly meaningful expanse of areas is not clearly set out. Nor is the critical supporting role and importance of character areas within the spectrum of zoning controls.

This context is fundamental to the future of local heritage and character in the planning system going forward.

Local Heritage Place Governance

Updating and refinement of local heritage criteria, listing, recording and assessment practices are laudable, however concerns are held with the clarity, certainty and appropriateness of:

- criteria still being overly subjective, technical and not sufficiently self-evident (as illustrated by need for comprehensive practice direction but which can also subsequently change that interpretation and application);
- having a 'threshold' test level, subject to potential future unilateral practice direction changes, and determination by as yet unknown governance arrangements;
- 'representative' examples ('How many is too many?') Noah's Ark approach and the dis-regard this has for the individual merits of places, their relative importance in their context and part in the overall value;
- review and retrospective change in translation to the new system of the status of current listings and areas, plus the significant resource implications of potential audit reviews and research for new proposed listings;
- sound and enforced accreditation standards for private assessment to avoid 'advocacy' and ensure 'independent' transparent, accountable and credible professional advice.

The 'expert advice' reported in the Planning Reforms noted high objection rates of over 70% with the listing process, however, this has not been the experience in Unley. With proper investigations and comprehensive, accessible and personal consultation practices there have been good levels of support overall and reasonably low objection rates, eg Historic (Conservation) Zones in 2009 and Local Heritage Places review in 2013.

While there are pros and cons with proposed listings having 'interim operation', as it can set-up an adversarial situation, there also needs to be protection of the place from ill-considered destruction and/or demolition until the listing is resolved.

Currently local heritage listing occurs through the long and convoluted Development Plan Amendment (DPA) process. The streamlining of the local heritage listing process through a specific and tailored approach in-lieu of the DPA process could be appropriate. Good engagement can largely address the cons of the generally beneficial 'interim operation' safe-guard.

A new provision under the PDI Act includes an option for owners to appeal to the Environment, Resources and Development (ERD) Court against the decision to designate a Local Heritage Place. This will provide a further independent expert review of successful listings for owners, but excludes councils or third parties similarly seeking review of dismissed proposed listings.

Development Assessment

The development assessment process captures a wide range of additional and minor 'development' in relation to local heritage places and triggers an increased number of applications subject to full investigation. Through the new Planning and Design Code these could be reviewed for appropriateness and streamlined through more commensurate assessment pathways appropriate to their nature and risk. This could allow low risk and minor works to be facilitated by council processes, or with appropriate accreditation and monitoring, private heritage professionals. Such an approach with suitable designation and accreditation (and enforcement of standards) could be appropriate to simplify assessment processes and facilitate adaptive re-use of heritage buildings.

A controversial question raised in the paper is the demolition of listed local heritage places being considered on-merit. The rigor applied to potential demolition, and even alterations and additions to maintain integrity, of local heritage places is fundamental. In Unley, like many areas, demolition is currently assessed 'on-merit' against the planning policies within the Development Plan. This has been robust and without much issue to date. Some councils have demolition as non-complying which provides an absolute and dual authority assessment control but can become an extreme and unwieldy approach where circumstances may warrant demolition. 'On-merit' with sound policy and a rigorous assessment process should be appropriate.

Heritage versus Character Areas

While an attempt is made to conceptually clarify 'heritage' versus 'character' it does not go on to adequately address how a system of area controls is to be determined or applied. This is a major aspect of concern and one of great complexity that requires much further investigation and discussion.

The translation of existing Historic Conservation Zones and Policy Areas is indicated to occur in accord with the provisions in the new Planning and Design Code as heritage overlays or character sub zones. It is indicated the future status of existing areas will be determined by the distinction between heritage and character. This infers existing areas will be respected, but the determination per new criteria and future practice directions raises concerns about the security of their ongoing and future status. It is critical their status not be diluted.

The implementation of new heritage character or preservation sub-zones, and by inference possibly character areas, is made more difficult by the very high threshold test introduced into the PDI Act for 51% of property owners (1 per allotment) in an area required to support such designation. Eliciting that level of response to policy change, and a supporting majority of the total number of property owners, could be challenging.

The current discussion should be confined to local heritage places, although it is vitally important the context of all the components, and particularly heritage and character areas, are made clear in the ongoing review.

The discussion paper does not set out the strategic context nor the value (and validity) of the contribution of conserving the heritage and character of Adelaide, its suburbs, main streets etc and value to our society, culture and identity. Building conservation, adaptation and improvement also offers significant tourism value, embedded energy savings and increased skilled employment compared to facilitated demolition and modern replacement.

Conclusion

The opportunity for discussion of local heritage reform proposals is positive. Desirably this discussion should be broader and longer to engage more widely with all stakeholders and the community before embarking on more detailed proposals and ultimately initial legislation reform on local heritage places.

The critical but unknown supporting governance, subordinate regulations, policy instruments, practice directions and practice guides will be important to the future successful implementation. All will need thorough exploration, discussion and wide community engagement before being resolved.

An effective and efficient approach is desirable but one that reasonably serves and balances the values within the whole community.

More specifically in relation to the discussion paper propositions, the City of Unley wishes to emphasise that with any changes:

- Comprehensive extent of local heritage places, historic areas and character areas are fundamental to Unley's culture and distinctive identity;
- Conversion of the existing heritage and character provisions, and subsequent review processes, must maintain an equal status for such areas;
- In any listing process, interim control of proposed listings is critical;
- Court Appeal rights regarding listing being extended to Council is strongly advocated;
- On-merit assessment for local heritage demolition is appropriate, providing the critical robust planning policy criteria is maintained;
- Future criteria for listing of local heritage items to be clear and agreed with Council.

City of Unley

DECISION REPORT

REPORT TITLE: PROPOSED RE-NAMING OF PORTION OF

PUBLIC LANE LOCATED ON THE CORNER OF PARK LANE AND IRWIN PLACE, UNLEY

ITEM NUMBER: 604

DATE OF MEETING: 26 SEPTEMBER 2016

AUTHOR: ALANA FABER

JOB TITLE: PROPERTY SERVICES CO-ORDINATOR

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's endorsement to re-name a portion of a public road that is located on the corner of Park Lane and Irwin Place, Unley, to 'Chances Lane'. This lane is currently an extension of Park Lane, Unley.

Earlier this year it was bought to the attention of Council's administration that a street sign on the corner of Park Lane and Irwin Place, Unley, had the street named as 'Chances Lane', whereas this lane is actually an extension of Park Lane, Unley.

Extensive research by administration show no records as to why this street sign was installed or when. However, the laneway is commonly known as Chances Lane.

Historical information shows the Chance family as being one of the first families to reside in Mary Street, Unley, back in the 1840's. The family later established a business in the area of this laneway between 1850 and 1880.

The Local Government Act 1999 empowers Council to assign a name to, or change the name of, a public or private road or a public place.

It is recommended that the lane be re-named 'Chances Lane', matching how it is commonly known.

RECOMMENDATION

MOVED:
SECONDED:

That:

- 1. The report be received.
- 2. In accordance with the City of Unley's Naming of Roads and Council Assets Policy, the laneway that is located on the corner of Park Lane and Irwin Place, Unley, be re-named to 'Chances Lane' and any key stakeholders be informed of this decision.

1. RELEVANT CORE STRATEGIES/POLICIES

Council's Naming of Roads and Council Assets Policy.

Local Government Act 1999 Section 219(1).

2. BACKGROUND

In mid-2015, a resident requested that some civil works be undertaken on the surface of Chances Lane. When searching for the location it became apparent that there was some confusion on the name of the laneway. Consequently, subsequent to attending to the request from the resident, it was decided that some research on the name of this lane would be undertaken to verify if this name actually was correct.

The lane in question is an extension of the public road known as Park Lane, Unley, on Filed Plan 13433. This extension of Park Lane provides access for one property (Allotment 8, Filed Plan 13433) as well as rear access to 8 Unley Road and 138-139 Greenhill Road, Unley (Attachment 1 to Item 604/16).

Attachment 1

Our search showed that while administration had on <u>some</u> of its records the name Chances Lane for the property known as Allotment 8 Filed Plan 13433 – Certificate of Title Volume 6066 Folio 799, information from the Lands Title Office and State Valuation Office showed this portion of the public road on their records was known as an extension of Park Lane, Unley (Attachment 2 to Item 604/16).

Attachment 2

Council administration proceeded to undertake further extensive research through Council's archives, the Unley Museum's records, and the State Government Gazettal records. However, no information could be found as to a decision being formally made by Council that this portion of a public road should be called Chances Lane.

During this research, the occupiers and owners of the property known as Allotment 8 Filed Plan 13433 were advised of Council's investigations. The occupiers advised that they had always known this street to be called Chances Lane and wished it to remain so, due to extensive costs to some of them to change their postal address for their businesses, not to mention confusion for their clients trying to locate them if the street name was to be changed.

While we are not certain where the name Chances Lane originated, it is possible that it was to recognise one of the founding families of Unley. Mr William Chance owned seven acres from 1840 in Mary Street, Unley, and moved to this property with his family in 1844. The Chance family continued to stay in the area for some years where they built possibly one of South Australia's first jam factories on Park Terrace (now known as Greenhill Road). The Chance family sold the jam factory in 1880, and unfortunately it was burnt

down not long after the sale. Later, this factory site became the D&W Murray boot factory.

There was also a receiving office on the corner of Unley Road and Greenhill Road in 1879 known as Chances Corner Store (reportedly named after the Chance family jam factory).

Given the history from our research, and the common use of the name, it is recommended that this laneway on the corner of Park Lane and Irwin Place, Unley, be re-named to Chances Lane, Unley.

3. ANALYSIS OF OPTIONS

Option 1 – In accordance with the City of Unley's Naming Policy, the lane that is located on the corner of Park Lane and Irwin Place, Unley be renamed to 'Chances Lane' and any key stakeholders be informed of this decision.

From our research the laneway is commonly called Chances Lane by locals.

Furthermore, the occupiers of Allotment 8, Filed Plan 13433 are already using the street name Chances Lane as their business address.

Finally, it would seem fitting to have recognition of the Chance family being one of the first families in Unley by formally naming the piece of public road as "Chances Lane".

Option 2 – Not re-name this lane and it remain legally known as Park Lane, Unley

If Council wished this lane to remain legally known as Park Lane, it would require the existing street sign to be changed. While this is a minor cost, it would also cause some issues for the current business (and its clients) that would need to change their address.

The residents of the property at Lot 8, Filed Plan 13433 have also questioned if the street name is changed who will fund the costs to change their business addresses.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

5.1 Financial/budget

No additional funding is required to formally change the name of this laneway.

5.2 Legislative/Risk Management

The *Local Government Act 1999* – Section 219(1) empowers Council to assign a name to, or change the name of, a public or private road or a public place.

5.3 Staffing/Work Plans

No additional staff will be required to implement the outcomes of this report.

5.4 Stakeholder Engagement

The owner of the property that is located on the subject lane (Allotment 8 Filed Plan 13433 – Certificate of Title Volume 6066 Folio 799) was advised of the research occurring on the lane name and they advised that they did not use the street name Chances Lane as they owned surrounding properties to this one.

On the other hand, the occupiers of the property use the name "Chances Lane' and they advised that considerable cost would be incurred to change their business postal address not to mention the possible confusion by existing clients if the name changed. They also questioned who would pay for the costs to print new business cards.

There has been no formal community consultation undertaken to date regarding this issue, and no legislative requirements to undertake community consultation on the renaming of a street name. It is recommended that if Council formally changes the name of the laneway to Chances Lane, nearby residents will be informed of the decision in accordance with the Council's Name of Roads and Council Asset Policy and Community Engagement and Consultation Policy.

6. ATTACHMENTS

Attachment 1 - Location Map of Chances Lane, Unley.

Attachment 2 - Filed Plan 13433.

7. REPORT AUTHORISERS

Name	<u>Title</u>
John Devine	General Manager Assets and Environment
Peter Tsokas	Chief Executive Officer

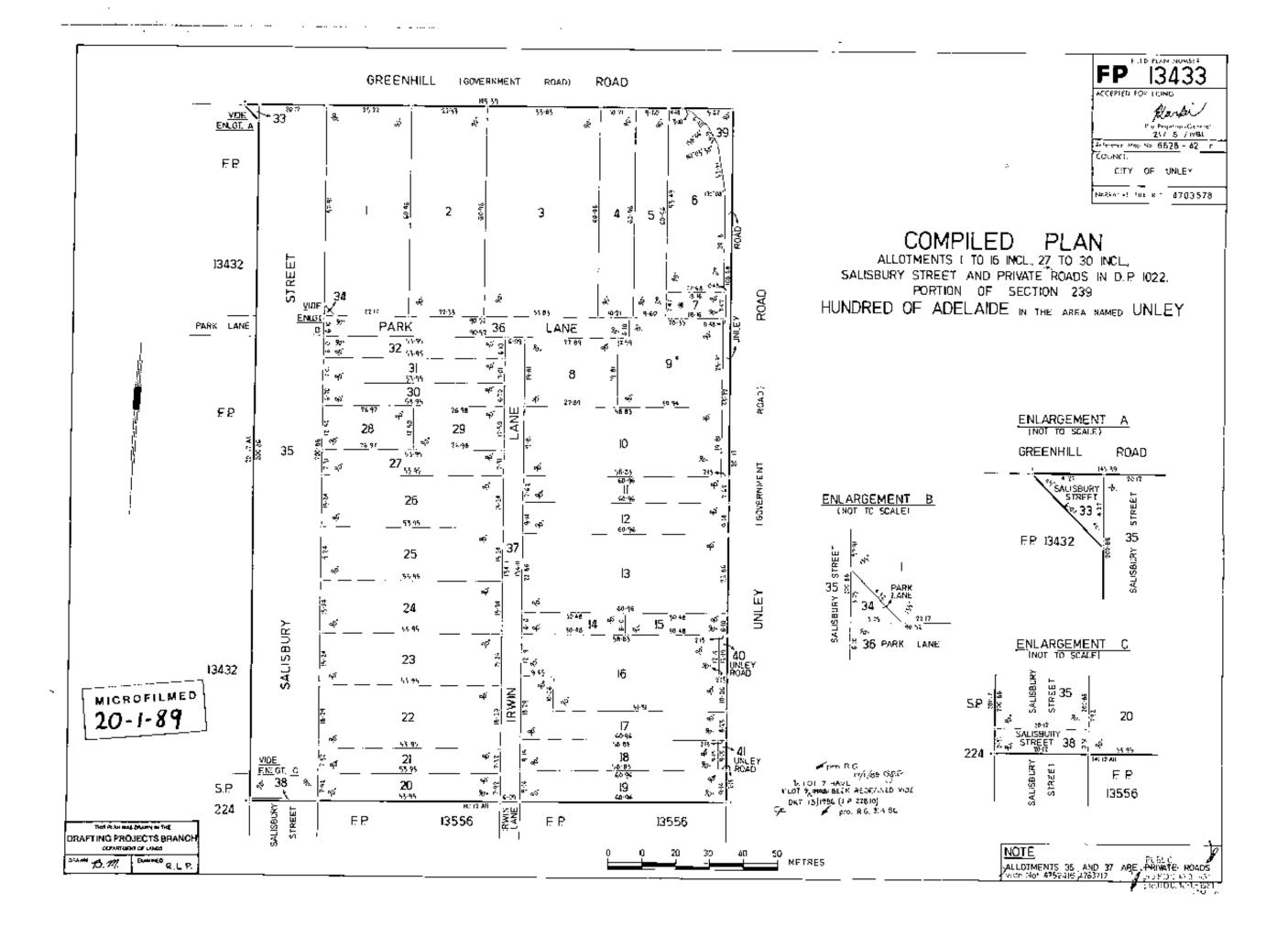
Proposed Chances Lane, Unley











DRAFT DECISION REPORT

REPORT TITLE: SRF LICENSING AND IMMUNISATION

ITEM NUMBER: 605

DATE OF MEETING: 26 SEPTEMBER 2016

AUTHOR: CELINE LUYA

JOB TITLE: MANAGER COMMUNITY SERVICES

1. EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement to continue the contract for immunisation services to the Eastern Health Authority (EHA) and to discontinue outsourcing the Supported Residential Facility (SRF) licensing function to EHA.

The EHA is contracted to provide immunisation services to the City of Unley residents and to perform the functions of a licensing authority (including the administration and enforcement of the *Supported Residential Facilities Act 1992*) for SRF's within the City of Unley. The contracts for both of these functions expire 31 December 2016.

The City of Unley has recently conducted a review of this arrangement to determine cost effectiveness and ensure optimised delivery of the programs. Through this review we ascertained that immunisation services would be complex and resource intensive to manage in-house. The cost of running this service is kept at a reasonable rate by EHA due to the regional/shared resource aspect. Therefore it is proposed that immunisation services continue to be provided by EHA beyond December 2016 for a further three years, expiring 31 December 2019.

However, in relation to the SRF licensing, EHA have indicated that they are unable to provide this service for a fixed amount, with the service to continue to be billed at an hourly rate, with the number of hours dependent on the amount of work required. In 2015/16 Council paid \$7,190 more than budgeted as a result of additional assessment and follow up required to address identified issues that arose through scheduled inspections.

As the SRF service can be undertaken within the existing budget it is proposed that this function be undertaken in-house by the Environmental Health Team. There are no additional or increased risks to Council in undertaking this service in-house.

2. **RECOMMENDATION**

That:

1. The report be received.

- 2. The current contract for immunisation services with the Eastern Health Authority (EHA) be extended for a further three years, ending on 31 December 2019.
- 3. The EHA contract for SRF functions be discontinued effective 31 December 2016, with the existing budget utilised to undertake the SRF functions inhouse, commencing 1 January 2017.

1. RELEVANT CORE STRATEGIES/POLICIES

The Environmental Health service contributes to the delivery of Council's strategic objectives by protecting the community from public health risks and actively facilitating and promoting community safety. Specifically, environmental health provision aligns to the delivery of Goal 2.4 Healthy and active community within Council's Strategic Plan.

Councils have delegated powers and functions under the *Supported Residential Facilities Act 1992* to ensure that the Facilities are compliant with the regulations and requirements of the Act. Specifically, Section 9—Role of councils, states Council's functions are to undertake the administration and enforcement of this Act within its area and to be responsible for licensing supported residential facilities that are situated within the area of the council.

Legislatively, the provision of immunisation services is a requirement of the South Australian *Public Health Act 2011*. Specifically, Section 38 — Immunisation services, states that, in addition to its other functions, a council must provide, or support the provision of immunisation programs for the protection of public health within its area.

Additionally, Council's Living Well Regional Public Health Plan for the Cities of Unley and Mitcham outlines Council's role as a primary health care provider including our responsibilities and functions for Environmental Health.

2. <u>DISCUSSION</u>

The Eastern Health Authority

The EHA is a Local Government Regional Subsidiary established under Section 43 of the *Local Government Act 1999*, to provide public health services to its constituent councils. It currently delivers environmental health services for the Cities of Norwood Payneham and St Peters, Campbelltown, Walkerville, Prospect and Burnside. The City of Unley has outsourced the SRF functions to EHA since 2008 and immunisations services since 2011.

Review of EHA Services

An internal review has recently been undertaken to assess the ongoing cost effectiveness of the current operating model to inform our contract arrangements from 1 January 2017 onwards. The details of these services and rationale for the future operational model are outlined as follows.

Immunisation Services

The City of Unley must deliver immunisation services to the Unley community under the *Public Health Act 2011*. This has been outsourced to EHA for the past five years. The service consists of a school immunisation program and three public immunisation clinics per month located in Unley (one on a Saturday and two on week days).

EHA currently provide immunisation services to its five Constituent Councils and Unley. Through its structure and size, EHA is able to engage professional and competent immunisation staff on a continuous basis and ensure the staff are working

to contemporary immunisation practices. In addition, all clinics conducted by EHA constituent councils are available and promoted to City of Unley residents.

In the 2015/2016 financial year a total of 521 City of Unley residents used the clinics in Unley and a total of 481 used the other EHA clinics, altogether totalling 1,002 City of Unley residents receiving 1,980 vaccinations. In addition, 602 school children in the City of Unley have received vaccinations through this immunisation service since January 2016.

The coordination of an immunisation service is complex and to undertake this service in-house would be resource intensive and at considerable expense. The service involves recruitment and training of specialist Registered Nurses, management of specific databases and records systems, maintaining a register, and the physical set up of school and public clinics. It would also include purchase of equipment and on-going additional planning, monitoring, reporting and supervision by the Environmental Health Team.

The total amount paid for this service for 2015/2016 was \$75,828, this is kept at a reasonable rate due to the regional/shared resource aspect. It is anticipated that this service would cost considerably more to run in-house than the current budget allocation, with the biggest risks in doing so being the difficulty in recruiting immunisation nurses, the decrease in clinic location options for Unley residents and the risks associated with administering inoculation.

Supported Residential Facility Licensing

SRFs provide accommodation and care services to older people and people with disabilities in a group setting. They are regulated by the *Supported Residential Facilities Act 1992* and are privately operated. Councils have delegated powers and functions under the *Supported Residential Facilities Act 1992* to ensure that the Facilities are compliant with the Act. Unley currently delegates these powers and functions to the EHA.

The delegations include powers and functions to appoint Authorised Officers to:

- consider, approve/refuse and renew/cancel SRF licences
- impose licence conditions
- appoint facility managers if required
- work through disputes
- approve the attendance of Health Service Providers
- receive and take action regarding complaints about the management of the SRFs.

As per the contract, EHA regularly inspect the SRFs to ensure compliance.

There are three Supported Residential Facilities in the City of Unley:

- Ocean Grove Fullarton Road, Myrtle Bank
- Aldridge Court Young Street, Unley
- Rose Terrace Rose Terrace, Wayville

As part of the review of this service, EHA have indicated that they are unable to provide this function for a fixed amount. Instead they propose that the service

continue to be billed at an hourly rate, with the number of hours dependent on the amount of work required.

The cost to outsource this service was budgeted at \$17,000 for the 2015/16 financial year. However, due to additional work required due to non-compliance by one of the facilities the actual figure was \$24,190.

As the SRF service can be absorbed within the current budget, it is proposed that the \$17,000 allocated be used to undertake this SRF work in-house by the Environmental Health Team with additional casual support as needed. Undertaking the SRF service will also provide a professional development opportunity and increase the skill levels of the Environmental Health Officers.

3. ANALYSIS OF OPTIONS

Option 1 - The current contract for immunisation services with the Eastern Health Authority (EHA) be extended for a further three years, ending on 31 December 2019. The EHA contract for SRF functions be discontinued effective 31 December 2016, with the existing budget utilised to undertake the SRF functions in-house, commencing 1 January 2017.

EHA will continue to administer the City of Unley's immunisation services for a further three years. The City of Unley will be responsible for undertaking the administration and enforcement of the Supported Residential Facilities Act 1992 including the licensing of supported residential facilities.

Advantages:

- City of Unley residents continue to have choice of immunisation clinics across the eastern region
- No extra budget and/or resources required to deliver immunisation services
- SRF monitoring and licensing budget cannot become overspent and will be delivered within the existing budget allocation.
- Continuing professional development for the Environmental Health Services team at the City of Unley.
- No budget implications due to transfer of SRF function because existing funding can be redirected into providing casual support as required

Disadvantages:

Possible impact on staff resources if intensive work is required at an SRF

Option 2 – Continue the current arrangement with EHA and renew the contracts for both the immunisation services and the SRF functions.

We will attempt to negotiate renewal of both contracts with EHA. EHA have indicated that they are able to continue delivering the immunisation services but that administering the SRF functions will result in increased costs to Council beyond the existing budget allocation as they will only offer this service at an hourly rate rather than a fixed rate.

The advantages of this option:

- No additional work for the Environmental Health Team
- No additional resources required.

Disadvantages may include:

- Potential overspend in SRF budget if intensive work is required at an SRF
- Missed opportunity for professional development for EHO's in terms of working with SRF's
- EHA does not charge a fixed amount for the SRF service and therefore the budget can be easily overspent

Option 3 – Do not renew either of the contracts with EHA.

This option would involve the City of Unley administering both the SRF functions and the immunisation services in-house. This would involve recruitment and on-going training of nurses and purchase of equipment. It would also mean that City of Unley residents would no longer be able to attend clinics across the eastern region.

The advantages of this option:

All the benefits in Option 1 regarding undertaking SRF functions in-house.

Disadvantages may include:

- Once-off and on-going budget and resource implications
- Less choice for the City of Unley residents regarding immunisation clinic locations, days and times – regional accessibility (currently being used by almost 50% of the residents) would no longer be available
- Immunisation Nurses are in high demand and short in supply
- Staff back-up arrangements would be very difficult.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

5.1 Financial/budget

There are no financial implications involved for option 1, any financial implications can be absorbed in existing operating budget allocation. There is reduced risk in terms of overspending budget for SRF functions.

Option 2 will have financial implications as EHA will not charge a fixed rate and therefore the cost for them to administer the SRF contract is likely to be higher than budgeted.

Option 3 will have financial implications as it involves administering two services not currently being undertaken. The management of immunisation services is resource

intensive. The total amount paid for this service for 2015/2016 was \$75,828 and this is kept at a reasonable rate due to the regional/shared resource aspect. The SRF service can be absorbed within the current budget, the immunisation service would require the development of a business plan to take into account the resources and costs involved in running the service. It is anticipated that this service would cost more to run than the current budget allocation.

5.2 Legislative/Risk Management

Councils have delegated powers and functions under the Supported Residential Facilities Act 1992 to ensure that the Facilities are compliant with the Act.

The provision of immunisation services is a requirement of the South Australian Public Health Act 2011.

The risks in continuing with the immunisation service through EHA and undertaking the SRF licensing in-house essentially remain the same as Council continues to be the responsible authority and acts as principle decision maker in the event of investigations and breaches of the Act.

5.3 Staffing/Work Plans

The SRF functions can be added into the current work plans and resourced by the staff with casual support funded by the \$17,000 currently in the budget for EHA.

The immunisation service involves setting up a new service and then the on-going additional planning, monitoring, reporting and supervision by the Environmental Health Team.

6. REPORT CONSULTATION

Luke Manuel – Team Leader Regulatory Services Kelly Gregory – Senior Environmental Health Officer

7. ATTACHMENTS

No attachments.

8. REPORT AUTHORISERS

Megan Berghuis – General Manager Community

DECISION REPORT

REPORT TITLE: MEMORIALS POLICY

ITEM NUMBER: 606

DATE OF MEETING: 26 SEPTEMBER 2016

AUTHOR: SUE BAYLY

JOB TITLE: GOVERNANCE OFFICER

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement of the new "Memorials" policy.

The community has various ways of memorialising a person's death and of celebrating significant events. This includes traditional memorials and monuments and more recently, the depositing of flowers and other objects on the footpath at the site of vehicle accidents.

Following some recent tragic events, it has become apparent that guidelines are needed to manage temporary memorials. To date, Council has not had a policy to guide Elected Members and the Administration in the management of ad hoc memorials and so a new policy has been drafted. The new policy is intended to promote fair and consistent management of both temporary and more permanent memorials. It also provides a clear statement of Council's roles and responsibilities in maintaining the amenity of the area to a standard expected by the local community and minimising risks to public safety.

RECOMMENDATION

That:

- 1. The report be received.
- 2. The "Memorials" policy be adopted.
- 3. The amended "Naming of Roads and Council assets" policy be endorsed.
- 4. The Chief Executive Officer, or person acting in the position of Chief Executive Officer, be given delegation under the "Memorials" policy to approve the installation of and wording on memorial plaques and the scattering of ashes on local government land. The Chief Executive Officer may assign further sub-delegation under the policy.

1. RELEVANT CORE STRATEGIES/POLICIES

Goal 5.3; Good governance and legislative framework.

2. DISCUSSION

Memorials and monuments commemorate people or organisations which have made a significant contribution to the local community or a person or event of national importance with local links.

The traditional forms of permanent memorials are statues or other structures in Council buildings or parks. Council also offers the option of a memorial plaque on a park bench.

There has also been a recent trend of placing flowers and other objects such as personal items, toys etc at the site of fatal vehicle accidents on public property. These are spontaneous memorials erected by family and friends of the deceased and are usually referred to as roadside memorials. There is currently no policy to manage and control these roadside memorials.

The Administration has developed a "Memorials" policy in response to the need for guidance for the public and Council re the type and placement of memorials. The scope of the policy includes celebrations which prompt a community response in the form of streamers, posters, etc, and which may take up a large area of footpath.

Attachment 1

Council has the mandatory "Naming of Roads and Council Assets" policy, which sets out the conditions for commemoration of a person, organisation or event through the naming of a road, Council infrastructure, or place. It includes a section on applications for plaques on park benches but that policy is not suitable for adaptation to cater for more diverse types of memorial. The section on park bench plaques has been moved to the "Memorials" policy, and so the resolution for this report includes endorsing the amended "Naming of Roads and Council Assets" policy.

Attachment 2

Our multicultural community memorialises and/or celebrates death in various ways. Whilst Council should be respectful of these traditions, it also has a responsibility to maintain the amenity of the area and public safety.

The intention of the policy is to keep a balance between allowing the public to express their grief or enjoy a celebration whilst respecting the right of people who live or work adjacent to or in the near vicinity of the memorial site to quiet enjoyment of and ready access to their property. The policy should promote fair and consistent management of memorials.

Over the last several years, Councils across the State have had issues arise with roadside memorials encroaching on footpaths and causing emotional and physical disturbance for residents and businesses.

Council is obliged to maintain the streetscape and parks etc to a standard which is acceptable to the majority of the community. With clear guidelines about what may be permitted, timeframes for roadside memorials and a statement of Council's legal responsibilities and powers. It is anticipated that the community will be better informed and unsuitable or excessive displays can be minimised, if not avoided.

Given the spontaneous nature of roadside memorials after a vehicle accident, it is not usual for the family or friends to seek Council permission prior to placing items at the site. However, some people do, and this policy will provide guidance for them and the Administration in managing the temporary memorial.

Under the terms of Council's By-laws and the Memorials policy, Council permission must be sought for the erection of permanent memorials such as a statue or other decorative object in a Council park or building, or a plaque on a park bench. The Naming of Roads and Council Assets policy includes an application and approval process for plaques on benches and the relevant clauses will be transferred to the Memorials policy. The amended Naming policy is attached for endorsement by Council.

The Memorials policy includes an option to plant a memorial tree, which may be possible at some sites and would need to be consistent with any Council planting plan for the location.

The policy also contains a process for decommissioning memorial objects.

The Memorials policy will be placed on the Council website.

3. ANALYSIS OF OPTIONS

Option 1 – That Council adopt the "Memorials" policy and amends the "Naming of Roads and Council Assets" policy

The Memorials policy as drafted applies to temporary roadside memorials and permanent formal memorials on Council property or community land or other land or roads and road related areas under Council's care and control.

It is proposed that policy delegation be given to the Chief Executive Officer, who may then further sub-delegate the authority to approve the installation of any memorial plaque and wording on same and the scattering of ashes on local government land (as provided for in By-law No.3, Local government land), as well as any tree planting requests. Any proposals which fall outside of these categories will be presented to Council for its consideration and decision.

Option 2 – Council does not adopt the "Memorials" policy

Council may choose not to adopt the Memorials policy. This would mean that there is no formal guidance for management of the issues around memorials, particularly temporary roadside memorials which cause significant problems for the Administration.

The Naming of Roads and Council Assets policy would remain as is, providing a policy position only for plaques on park benches. Recent events have shown this is no longer adequate for managing the type of memorials which Council is required to deal with.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

5.1 Financial/budget

The costs associated with the policy are operational, and apart from an extreme event, should be manageable within the normal budget allocation.

The cost of a park bench or similar and memorial plaque is born by the applicant. Council pays the cost of installation of the bench.

5.2 Legislative/Risk Management

Council has powers and responsibilities under the following legislation to enable it to manage the placement of memorials on local government land, roads and road related areas. It also has powers and responsibilities to remove illegally placed objects, and anything which is a risk to public safety.

- Local Government Act 1999
- Council By-laws; No. 2 Roads and No. 3 Local government land
- Road Traffic Act 1961
- Burial and Cremation Act 2013.

6. REPORT CONSULTATION

The following Council Departments have contributed to the drafting of the Memorials policy:

- Elected Member Working Party
- Community Development,

- Operational Services (including Technical Officer Arboriculture and Asset Data Collection Officer)
- Transportation and Traffic.

Examples of similar policies from several metropolitan Councils were sourced for reference.

7. ATTACHMENTS

Attachment 1 - Memorials policy (new).

Attachment 2 - Naming of roads and Council assets policy (amended).

8. REPORT AUTHORISERS

Name	<u>Title</u>	
Peter Tsokas	Chief Executive Officer	
Rebecca Wilson	Group Manager Governance	





MEMORIALS

Policy Type:	Council Policy
Responsible Department:	City Development
Responsible Officer:	General Manager City Development
Related Policies and Procedures	Naming of roads and Council assets policy Public arts policy
Date Adopted:	Date policy first adopted and resolution number
Last Council review:	Date of review
Next review date:	3 yearly cycle for Council policies.
ECM Doc Set ID:	2773022

1. POLICY STATEMENT

The City of Unley recognises the need for commemoration of an historical event or person of significance who has lived in or contributed to the local community.

The Council also recognises that an event may result in a spontaneous community reaction, which may be one of grief or of celebration, and, that any associated temporary memorials should be managed appropriately.

This policy applies to temporary roadside memorials and permanent formal memorials on Council property or community land, or other land under Council's care and control.

The Council has a responsibility to maintain a safe and amenable streetscape.

Council has the power under legislation and by-laws to regulate the access to and use of local government land, certain public places, and roads or road related areas.

2. COMMUNITY GOAL

Goal 2.3 - Cultural and artistic diversity.

Goal 5.2 - A customer-centric approach.

Goal 5.3 - Good governance and legislative framework.

3. POLICY OBJECTIVES

The policy provides guidance for the community for the approval, placement, maintenance, and removal of memorials.

Memorials policy Page 1 of 7

4. PRINCIPLES

Council aims to be consistent in its approval and management of memorials.

To be considered for approval, a memorial or monument should commemorate;

- An individual who has made a significant contribution to the cultural, political, sporting or social life of the local community, or
- An incorporated body or group which has made a significant contribution to the cultural, political, sporting, or social life of the local community, or
- A place or site of an historical event of local, state, or national significance, or
- A resident of or regular visitor to, the Council area who had an affinity with a particular location such as a park.

Council aims to be empathetic to the diverse cultural responses to an event whilst considering the needs of the general community, the impact on adjacent properties and their occupants, and any risks to safety at the location of a temporary memorial.

Council has the right to refuse an application to erect a memorial or monument on Council property, local government land, or a road or road related area.

Council has the right to remove any object or structure which creates a risk to the public.

Council has authority under the Local Government Act 1999 to remove objects from a road or public place.

A permanent memorial or monument on Council property, community land, or a road becomes the property of Council, and will be under the care, control and management of Council.

Council offers no guarantee that a memorial or monument will be preserved or remain at a site indefinitely.

All memorials existing within the City prior to adoption of this policy will be subject to the provisions of this policy.

Any proposed memorial should not commemorate a person, event or place that is already memorialised within the City of Unley.

5. POLICY

5.1 Permanent memorials and monuments

Type of memorial

Council may allow the placement of memorial plaques on benches, seats or picnic settings on community land or other land under Council's care, control and management. Only one plaque will be permitted per bench or similar, unless the request for an additional plaque is made by the original commissioning family or organisation.

If appropriate to the location, a plaque may also be placed adjacent to a tree on community land or a road verge under Council's "Adopt a tree" program, street tree strategy and other relevant greening strategies and associated programs.

Memorials policy Page 2 of 7

The plaque is to be the standard size and design in use by Council at the time of application.

Park furniture is to be selected from the range of styles in use by Council at the time of the application.

Any proposal outside of the above will be considered by Council on a case by case basis.

After installation, the addition or temporary placement of any other memorabilia, photographs, or religious symbols or artefacts is prohibited at the site, except for during the six weeks following the anniversary of the event being commemorated. At the end of that period, if not already removed by the family or responsible organisation, the objects will be removed by Council staff.

Application and Approval

Council approval must be sought and obtained before erection of a permanent memorial or monument on Council property or community land.

The application should be in writing and addressed to the Chief Executive Officer and include:

- Details of the proposal
- Information about the person, organisation, event or historic site, and the relationship or relevance to the Council area.

The proposed memorial should;

- Be in keeping with any current or proposed community land management plan
- Not adversely impact on the site or users of that site
- Be sympathetic to the aesthetic and/or cultural integrity and functionality of the site.

The Council Administration will;

- Assess the application and may issue approval for memorial plaques
- Liaise with the applicant(s) to select an appropriate plaque and wording.

The Council Administration will manage the design, manufacture, installation and maintenance of a memorial plaque.

Depending on the nature of the request, other applications may be referred to Council for decision.

Any proposed structure must meet relevant Australian Standards for construction and Council's associated policies.

Any proposed structure must not present a risk to the safety of persons using the facility or site.

Costs and maintenance

Memorials policy Page 3 of 7

The cost of a park bench, seat or picnic setting, any plaque attached, and installation will be borne by the applicant.

Council will maintain memorial benches, seats or picnic settings or other plaques as part of its routine asset management plan. However, replacement of a plaque which has been damaged or lost as a result of theft or vandalism is at the applicant's cost.

Other memorials or monuments will be at cost to the applicant, or at a fee as set by Council, or as negotiated with Council according to the nature of the request.

Decommissioning

For purposes of this policy, the estimated lifespan of a memorial plaque on a park bench, seat or picnic setting is estimated to be 15 (fifteen) years.

Other permanent memorials or monuments such as a fountain or ornamental feature may have a longer lifespan depending upon construction materials, location etc.

At the end of that period, the condition of the plaque and structure to which it is affixed will be assessed. If beyond repair, then Council will endeavour to contact the applicant. The options are to renew the plaque or return the original (ie. the damaged item) to the applicant. If the condition of the plaque is suitable for reuse, then the applicant may wish to purchase a new bench or keep the plaque. Unclaimed plaques will be held by Council for 5 (five) years from time of decommissioning and then destroyed.

Where maintenance or redesign of the site necessitates the removal or relocation of a memorial or monument, Council will endeavour to contact the applicant.

Where the memorial or monument has deteriorated beyond repair, Council reserves the right to remove the object. Prior to removal, Council will make a reasonable attempt to contact the applicant to discuss options.

Requests by the public to take possession of decommissioned items (such as benches) will be assessed on a case by case basis.

Memorial or commemorative trees and plantings

An application for a memorial or commemorative tree may be considered and assessed on the following criteria:

- Does the request comply with the existing master plan or planting design for the park or streetscape
- The number of existing trees, plagues, and memorials in the vicinity.

If approved, Council will source the tree or plantings to ensure a suitable nursery standard.

A plaque complying with council's standard size and design may be installed at the base of the tree or in the pavement adjacent to the tree. The fixing of any object to a tree is not permitted.

The memorial tree or planting will be included in Council's routine parks and tree maintenance program.

Memorials policy Page 4 of 7

Council cannot guarantee the good health or longevity of a tree or planting or that it will be replaced at the end of its lifespan or after damage by a weather event or vandalism.

Register

Council will maintain a Register of permanent memorial plaques and monuments. The Register will include the following information:

- Name of applicant
- Applicant's postal address
- Applicant's street address
- Telephone number and/or email address
- Name of person, organisation, or event to be memorialised
- Relationship to person, organisation, or event to be memorialised
- Type of memorial
- Site of memorial
- Designer, artist or architect
- Manufacturer.

It is the applicant's responsibility to ensure relevant contact details are kept up to date.

5.2 Temporary memorials

Council recognises that some members of the community may wish to mark the location of a tragic incident with the placement of a temporary memorial or roadside vigil or to celebrate a significant community or cultural event.

Given the spontaneous nature of this type of memorial, Council permission is not required before placement of objects. However, a family or group representative should notify Council as soon as possible of the installation of the temporary memorial, and provide their name and contact details. This will enable the Council to liaise with the family or group representative where necessary.

An individual or group wishing to install a temporary memorial or hold a vigil or celebration on local government land, a road, or road related area, must acknowledge that the memorial or vigil or celebration:

- Is temporary in nature
- May only remain on the site for a maximum of six weeks from the date of the event or anniversary of the event.
- Must be maintained by that individual or group
- Be considerate and respectful of the impact on adjacent property owners and occupants
- The individual or group must remove the items at the end of the six week period
- Will remain at Council's discretion or as otherwise directed by SAPOL or the Department for Planning, Transport and Infrastructure.

AND

- Must not present a risk to the public
- Must not be hazardous or impede users of a footpath or road
- Must not be attached to, damage or mark Council infrastructure or trees
- Must not distract drivers in any way
- Must not restrict access for utility and emergency services

Memorials policy Page 5 of 7

- Must not alter or prevent maintenance of the road or road related area, or Council property or infrastructure.
- Must not include flashing lights
- Must not include music.

Council will remove a roadside memorial where it does not comply with the above criteria and no further placement of memorial items will be allowed at that location.

If the owner of the items can be identified, Council will attempt to contact the owner and return those items.

5.3 Spreading of ashes

In accordance with By-law 3, Local government land, Council will consider requests to scatter ashes of deceased persons or animals on local government land on a case by case basis. Where approval is granted, the ashes are to be distributed at a time and in a manner which does not create attention or disruption.

No plaque or other memorial object is permitted at the site where the ashes have been scattered.

The burial or interment of human remains is prohibited except in a cemetery as defined by the Burial and Cremation Act 2013.

6. **DEFINITIONS**

"Community land" means local government land classified as community land under Chapter 11 of the Local Government Act 1999.

"Council" means the Corporation of the City of Unley.

"Local government land" means land owned by a council or under a council's care, control and management.

"Memorial" means serving to preserve the memory of a deceased person(s) or event.

"Monument" means a structure or edifice of stone or other durable material that commemorates an event, action, or person.

"Plaque" means a flat tablet of metal or other durable material and which includes text and/or images that commemorate a person, group, association, event or occasion. Such plaque is to be affixed to a building, object, or pavement.

"Road" means a public or private street, road or thoroughfare to which public access is available on a continuous or substantially continuous basis to vehicles or pedestrians or both and includes:

- (a) a bridge, viaduct or subway, or
- (b) an alley, laneway or walkway.

"Road related area" means any of the following as defined by Section 5(1) of the Road Traffic Act 1961:

- (a) an area that divides a road
- (b) a footpath or nature strip adjacent to a road

Memorials policy Page 6 of 7

- (c) an area that is not a road and that is open to the public and designated for use by cyclists or animals
- (d) any public place that is not a road and on which a vehicle may be driven, whether or not it is lawful to drive a vehicle there.

7. LEGISLATION / REFERENCES

Local Government Act 1999
Council By-laws: No. 2 – Roads, No. 3 – Local government land
Road Traffic Act 1961
Burial and Cremation Act 2013
"Adopt a tree" program.

8. **POLICY DELEGATIONS**

Full information about the sub-delegated powers and duties is contained in the Council Delegations Register.

The Chief Executive Officer or his/her delegate is delegated to approve:

- The installation of any memorial plaque and wording on same
- The scattering of ashes on local government land.

9. ROLES / RESPONSIBILITIES

The General Manager City Development and Recreation Planner will administer the application process for memorial plaques, maintain the Register of Memorials and Monuments. Regulatory Services will manage compliance in relation to temporary memorials.

The Manager Depot Operations and Manager Strategic Assets will manage the installation and maintenance of memorial benches, seats or picnic settings and monuments.

10. AVAILABILITY

The policy is available for public inspection during normal office hours from:

Civic Centre 181 Unley Road Unley SA 5061

A copy may be purchased for a fee as determined annually by Council.

It is also available for viewing, download and printing free of charge from the Council's website, www.unley.sa.gov.au

11. DOCUMENT HISTORY

Date:	Council/Committee/Internal	Comment:
	Committee item / year	New policy
	Council item / year	

Memorials policy Page 7 of 7



Draft amendments September 2016

NAMING OF ROADS AND COUNCIL ASSETS

Policy Type:	Council
Responsible Department:	Office of the Chief Executive Officer
Responsible Officer:	Chief Executive Officer
Related Policies and Procedures	Community engagement and public consultation policy
Date Adopted:	25 October 2010, C758/10
Last Council review:	25 January 2016, C365/16
Next review date:	January 2019
ECM Doc Set ID:	1327569

1. POLICY STATEMENT

A Council has the power under section 219 of the Local Government Act 1999 to assign a name to, or change the name of:

- · a public road; and
- a private road; and
- a public place.

Council *must* assign a name to a public road created by land division.

All roads that can be used as part of an address for an address site will be assigned a name.

Council also may assign a name to Council assets, including infrastructure or facilities.

A Council resolution is required to assign or change the name of a public or private road, public place, or Council assets.

2. COMMUNITY GOAL

Goal 2.3; Cultural and artistic diversity.

Goal 5.3; Good governance and legislative framework.

3. POLICY OBJECTIVES

The objective of this policy is to provide a framework for selecting names for roads, laneways, walkways, Council owned or managed facilities such as buildings, parks, reserves, and other physical structures throughout the City of Unley.

4. PRINCIPLES

The following principles apply to ensure that a name is selected which:

- Recognises the historical, social and cultural development of the City of Unley.
- Is appropriate to the location and type of facility.
- · Will stand the test of time.
- The origin of each name will be clearly stated and recorded as part of the Council's historical records.
- The final decision on a name to be assigned under this policy rests with the elected body of the City of Unley.
- Council has the right to refuse any application to name a road, public place, or other Council asset.
- Only in exceptional instances will more than one memorial or road name be approved in the Council area to commemorate the same person, event, or organisation.

5. POLICY

5.1 Initiating the process for assigning or changing a name

A naming process may be initiated if:

- a request is received by the Council from an affected land owner or their agent, or a community group, or the family of an individual;
- Council resolves that a name be assigned or a change be investigated;
- Council staff determine it is in the public interest to investigate a change of name;
- · Council opens or forms a road; or
- Council receives an application for a land division.

5.2 Names of Roads and Council assets

In the naming and renaming of public roads, public places or Council assets, the following policy will be observed.

Uniqueness

A road will have only one name.

A road name will be unique within an official suburb. Duplicate road names within a suburb/locality will be resolved in order to avoid confusion (eg. emergency services response).

Roads that are maintained by the Department for Planning, Transport, and Infrastructure (DPTI) will be named by DPTI. Council will consult with DPTI in relation to naming these roads.

Duplicate names and similar sounding names (e.g. Paice, Payce or Pace Road) within a suburb or locality will be avoided where possible.

If possible, duplication of names in proximity to adjacent suburb or locality will also be avoided. However, roads crossing Council boundaries should have a single and unique name.

Wherever practicable, road names will be continuous from the logical start of the road to the logical end of the road, irrespective of Council boundaries, landforms and intersecting roads.

Name Sources

Sources of names for roads, public places, or assets may include:

- Aboriginal names taken from the local Aboriginal language;
- · early explorers, pioneers, and settlers;
- eminent persons, such as an individual who was or is a member of the Unley community and who has made a significant contribution to the cultural and/or political life of the community;
- local history;
- thematic names such as flora, fauna, ships etc;
- · commemorative names.

Propriety

Names of living persons and commercial entities will generally be avoided.

Council will not assign the name of a serving Elected Member of Unley Council, or its Administration, or serving State or Federal politicians, to a public road, public place, or Council asset.

Names which are characterised as follows will not be used;

- Offensive or likely to give offence; or
- Incongruous out of place.

Ease of use

Names will be reasonably easy to read, spell and pronounce in order to assist residents, ratepayers, service providers, emergency services and the travelling public.

Unduly long names and names composed of two or more words should be avoided:

- a given name will only be included with a family name where it is essential to identify an individual or where it is necessary to avoid ambiguity. The use of given names will generally be avoided.
- whilst street and cul-de-sac names should have only one word, it is recognised that some roads require a two word name because of their geographic relationship (e.g. Proof Range Road).
- roads with double destination names will be avoided (eg. Goodwood Pasadena Road).

Spelling

Where it is intended that a road have the same name as a place or feature with an approved geographical name, particular care will be taken to ensure that the correct spelling of the official place name is adopted as shown in the State Gazetteer.

Where the spelling of names has been changed by long established local usage, unless there is a particular request by the local community to retain the original name, the spelling that is sanctioned by general usage will be adopted.

Generally road or place names proposed or approved will not contain abbreviations. For example, the "Creek" in "Wallaby Creek Road" must not be abbreviated. There are, however, two exceptions; "St" will always be used in place of "Saint" and it is acceptable to use "Mt" for "Mount".

Form

The form of names will avoid the use of the possessive "s" unless the euphony becomes harsh. (For example; use "Smith Road" rather than "Smith's Road". However, use "Devil's Elbow" rather than "Devil Elbow".)

The use of hyphens will be avoided. However, hyphens may be used when naming a road, public place, or Council asset after a person with a hyphenated name.

Acronyms will generally be avoided as their use tends to be transient and commercial in nature.

Type of Road or Public Place

Road names will include an appropriate road type suffix conforming with the following guidelines:

- The suffix chosen will be compatible with the class and type of road.
 Assistance to both the motorists and pedestrians is a major consideration in choosing the suffix.
- When a suffix with a geometric or geographic connotation is chosen it will generally reflect the form of the road, for example:
 - Crescent; a crescent or half moon, rejoining the road from which it starts.
- For a cul-de-sac use Place, Close, Court or a suffix of similar connotation.
- The use of a compass point prefix/suffix or an additional suffix such as "north" or "extension" will be avoided.

 Highway (HWY) will be specifically reserved for roads associated with the state arterial road network. Its use will be restricted to roads of strategic importance constructed to a high standard, and under the care and control of DPTI

Place names will be appropriate to the type of asset (eg. park, playground, sports field).

Naming of Private Roads

Private land owners are not obliged to seek Council approval for naming their roads. However, there is a public interest in encouraging private land owners and developers to select suitable names, preferably in accordance with this policy, and to obtain Council endorsement for the name.

Where Council proposes to assign a name to a private road it will consult with the owner of the land over the proposed name and the signage requirements for the road.

5.3 Consultation

A naming proposal which is made by a nominee, relatives, or a community group, must be accompanied by relevant documentation and background research which demonstrates the merit of the proposal.

Consultation shall occur in the first instance with the nominee or relatives to ascertain their support for use of the name. The naming process will not be pursued if the nominee or relatives disapprove.

If the nominee is deceased then relatives will be contacted asking if they approve of the request. If the relatives do not give approval, the naming process will not be pursued.

Where the proposed name is of Kaurna origin, the relevant cultural group (eg. For Kaurna languages) will be consulted.

Consultation with the wider community may be undertaken if Council proposes to change the name of a road or public place. The process will be guided by Council's Community engagement and public consultation policy and any other legislative requirements.

The purpose of the consultation is to seek stakeholder feedback on the naming request. Council will not be bound by the feedback.

Consultation with adjoining Councils

If a Council decides to change the name of a public road that runs into the area of an adjoining Council, the Council will give the adjoining Council at least two months' notice of the proposed change and consider any representations made by the adjoining Council in response to the notice. [See section 219(2) of the Local Government Act 1999.]

5.4 Public Notice of Name Assignment or Change

Council will give public notice of the assigning or changing of the name of a public or private road or public place. This will be by publication in the Government Gazette and by notice in a newspaper circulating generally throughout the State, as required under section 219(4) of the Local Government Act 1999. Public notice will include the date

that the new name takes effect (see below) and notice will also be published on the Council's website www.unley.sa.gov.au

The date of effect of the new or changed name will be determined at the time of making the decision to assign the name so as to allow sufficient time for all stakeholders to make arrangements to ensure a smooth transition.

The Council's Register of Roads and Register of Community Land will be updated as soon as practicably possible.

5.5 Costs

Generally, Council will meet the costs associated with the naming of a road or facility.

5.6 Names of suburbs or electorates

Naming of suburbs is governed by the Geographical Names Act 1991 and administered by the Surveyor-General.

The Electoral Commission is responsible for naming electoral districts.

6. NAMING OF FACILITY OR INFRASTRUCTURE

Each facility, infrastructure, or public place named shall be entitled to have the background information about the name recorded upon the facility, infrastructure, or at the public place through the placement/erection of a plaque consistent with its size and location.

Such plaques will record the person's initials and surname (including post-nominals), and subject to preference, use of a single first (or preferred) name and the date of the assigning of the name. The plaque may also include the person's dates of birth and death.

Where appropriate the extent or significance of the person's or group's contribution to the community will be notated.

7. **DEFINITIONS**

For purposes of this policy, the definitions used for highway, private road, public road, road, and public place, local government land, park, reserve, and relative will be those in section 4 of the Local Government Act 1999.

"Council" means the Corporation of the City of Unley.

"Asset" includes infrastructure, parks, playgrounds, reserves, sports fields, and Council owned or managed land and buildings.

8. LEGISLATION / REFERENCES

- Local Government Act 1999; mandatory policy under Section 219.
- Geographical Names Act 1991.
- Development Act 1993.
- Roads (Opening and Closing) Act 1991.

Deleted: However, when people seek to provide facilities to commemorate family members (eg. a seat in a park) the costs, including the research and consultation, will be borne by the applicant. ¶

The cost of a park seat/bench and any plaque attached will be at the applicant's cost. Council will pay for the installation of the seat/bench. ¶

Deleted: MEMORIALISATION

Deleted: detail

Deleted: of the memorialisation

Deleted: memorialisation

9. POLICY DELEGATIONS

Full information about the sub-delegated powers and duties is contained in the Council Delegations Register.

10. ROLES/RESPONSIBILITIES

- General Manager Economic Development and Planning
- General Manager Assets and Environment
- Manager Community Development

11. AVAILABILITY

The policy is available for public inspection during normal office hours from;

Civic Centre 181 Unley Road Unley SA 5061

A copy may be purchased for a fee as determined annually by Council.

It is also available for viewing, download and printing free of charge from the Council's website, www.unley.sa.gov.au

12. DOCUMENT HISTORY

Date	Council/Committee/Internal	Comment
(1.7.07)		Was policy COU124
18 October 2010	CSP Committee CSP367/10	
25 October 2010	Council; C758/10	
25 January 2016	Council; 365/16	Policy number COU111 deleted.

DECISION REPORT

REPORT TITLE: DELEGATIONS UPDATE

ITEM NUMBER: 607

DATE OF MEETING: 26 SEPTEMBER 2016

AUTHOR: SUE BAYLY

JOB TITLE: GOVERNANCE OFFICER

EXECUTIVE SUMMARY

The Local Government Association (LGA) Circular 31.5 provided detail of the changes to delegations which follow recent legislative amendments to the Local Government Act 1999, Real Property Act 1886, and Road Traffic Act 1961.

The delegation amendments under the Local Government Act 1999 are to Schedule 1A, Implementation of Stormwater Management Agreement.

The Lands Titles Office is moving to electronic property transaction recording and the Real Property Act 1886 and delegations have been amended to match.

There is one additional section and delegation under the Road Traffic Act 1961 to cater for the ticket parking without fee system.

Council holds all powers and duties under the above legislation, and may subdelegate its powers and duties to the Chief Executive Officer to expedite the daily operations of the organisation. The sub-delegations need to be updated by Council to reflect the amendments to legislation.

The remnant Local Government Act 1934 was repealed on 31 March 2016 with the proclamation of the Local Government (Accountability and Governance) Amendment Act 2016. The delegations under the former Act automatically lapsed with that proclamation, and so do not need to be revoked by Council.

RECOMMENDATION

That:

- 1. The report be received.
- Delegations made under Local Government Act 1999;
 - 2.1 In exercise of the power contained in Section 44 of the Local Government Act 1999 the powers and functions under the following Acts and specified in the proposed Instruments of Delegation contained in Attachments 2 5 to Item 607/16 (each of which is

individually identified as indicated below) are hereby delegated this 26th day of September 2016 to the person occupying the office of Chief Executive Officer subject to the conditions and or limitations specified herein or in the Schedule of Conditions in each such proposed Instrument of Delegation:

- Local Government Act 1999 (Attachment 2 to Item 607/16)
- Road Traffic Act 1961 (SA), Road Traffic (Miscellaneous) Regulations 1999 and Road Traffic (Road Rules – Ancillary and Miscellaneous Provisions) Regulations 1999 (Attachment 3 to Item 607/16)
- Real Property Act 1886 (Attachment 4 to Item 607/16)
- Electronic Conveyancing National Law (South Australia) Act 2013 (Attachment 5 to Item 607/16).
- 2.2 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 each such proposed Instrument of Delegation.

(This is page 37 of the Council Agenda Reports for 26 September 2016)

1. RELEVANT CORE STRATEGIES / POLICIES

Goal 5.3; Good governance and legislative framework.

2. <u>DISCUSSION</u>

The Local Government Association (LGA) Circular 31.5, dated 2 August 2016, advised Council of the changes to delegations which follow recent legislative amendments to the *Local Government Act 1999*, Real Property Act 1886, and Road Traffic Act 1961 (Attachment 1 to Item 607/16).

Attachment 1

The sub-delegations in the attachments to this report are those which are new or have been amended in the legislation. There are current sub-delegations from each of the Acts discussed below (except the Electronic Conveyancing Act) which have not been changed and so are not included in the attachments. No action is required on those sub-delegations by Council at this time.

Local Government Act 1999

The *Local Government Act 1999* (the Act) has been amended at Schedule 1A, Implementation of Stormwater Management Agreement. The changes, which are shown at Attachment 2 to Item 607/16, are mostly minor changes of wording and clause numbering.

Attachment 2

There are two "new" delegations at clause 13, Use of facilities, and clause 26(3), Vesting of infrastructure. That is, these clauses have been part of Schedule 1A for some years but are included for the first time as a power which may be sub-delegated. Both of these clauses are operational and could be sub-delegated to the Chief Executive Officer (CEO), and then further sub-delegated at the CEO's discretion, with a report to Council seeking direction if circumstances warrant.

Schedule 1A, Clauses 17(1), 20(5), 20(6), 24(1), 24(2)(b), 25(2) and 25(3)(b) have been previously sub-delegated to the CEO and other staff under the former clause numbers. The minor wording changes will have no impact on the operational nature of these clauses. For example, the word "duty" has been changed to "power" in clauses 25(2) and 25(3)(b) which in the context of stormwater management better reflects the operational need to act in an emergency. The powers under clause 26(3) include making submissions to the Stormwater Management Authority re vesting of infrastructure and as noted above, the CEO may seek direction from Council according to the circumstances.

The power to acquire an easement or interest over relevant land at clauses 24(2)(b) and 25 (Paragraph 154.2) have previously been sub-delegated as a duty to the CEO.

The above changes mean that some clauses are redundant and have been deleted from the Act. Powers or duties automatically lapse when sections or clauses of the Act are deleted, and so it is not necessary to revoke any related sub-delegations.

Road Traffic Act 1961

The Road Traffic Act 1961 has been amended at section 86 to provide that Council may require a person to obtain a ticket for parking even when no fee is to be charged. The relevant delegations have been drafted under section 86. This is a power which should stay with Council (ie. not to be sub-delegated) as the Local Government Act 1999, Sections 44(3)(j) and 188(1)(g) specify that the power to fix a fee of this type is not to be sub-delegated:

Section 44(3); However, a council may not delegate —

(j) power to fix, vary or revoke a fee under section 188(1)(d) to (h).

Section 188(1); A council may impose fees and charges —

(g) in respect of any matter for which another Act provides that a fee fixed under this Act is to be payable.

The power needs to be included in the Delegations Register as Council has recently installed parking ticket machines, which include some ticket parking without payment of a fee. The delegation is shown at attachment 3 to Item 607/16.

Attachment 3

The related power to determine that fees are payable is already included in the Delegations Register under Regulation 22(2) of the Road Traffic (Road Rules – Ancillary and Miscellaneous Provisions) Regulations 2014, but is recorded as "Not to be sub-delegated" for reasons explained above. That is, this power remains with the Council.

Real Property Act 1886

The Real Property Act 1886 (RP Act) has been amended to suit the introduction of electronic conveyancing, which is being phased in by the Lands Titles Office (LTO) over the next few months with the aim of simplifying and speeding up the land settlement process. The LTO will hold digital records of title and hard copy certificates of title will no longer be routinely issued.

Some of Council's real estate transactions are handled by a registered conveyancer. Others may be handled by the CEO under sub-delegation from Council. Some clauses have been renumbered and others have minor terminology changes, but the powers/duties are not different from the existing sub-delegations. It is suggested that several sections which are operational but were not previously sub-delegated to the CEO be made to the CEO. These are RP Act, Section 41 (To withdraw an application), Section 105 (Sale under writ etc), and Sections 154A, 154B, 154E, 154F, and 154G (Lodging or withdrawing priority notices). The amended delegations are shown at Attachment 4 to Item 607/16.

The Electronic Conveyancing National Law (South Australia) Act 2013 has been enacted to support the introduction of electronic conveyancing in the Real Property Act 1886. The old system of brokers and/or solicitors executing Lands Titles Office instruments such as a Memorandum of Transfer or Lease by exchange of hard copies of documents in person at the LTO will be discontinued. Under the new system, the client (ie. Council), will complete a Client Authorisation Form which authorises a legal practitioner or registered conveyancer to execute certain RP Act documents on the client's behalf using the electronic lodgement system. The authorisation is mandatory and affixation of the common seal by Council is no longer required. Council therefore needs to delegate the power to the CEO to complete Client Authorisation Forms as and when needed. See Attachment 5.

Attachment 5

3. ANALYSIS OF OPTIONS

Option 1 – That Council update the sub-delegations under the Local Government Act 1999, Road Traffic Act 1961, Real Property Act 1886, and the Electronic Conveyancing National Law (South Australia) Act 2013

The Local Government Act 1999, Schedule 1A, Implementation of Stormwater Management Agreement, has been amended and so the Council's relevant sub-delegations need to be updated.

The *Road Traffic Act 1961* includes a new power which Council needs to control ticket parking in the City.

The Real Property Act 1886 sub-delegation updates flow from the legislative changes around the introduction of the electronic conveyancing system.

The Electronic Conveyancing National Law (South Australia) Act 2013 includes a mandatory requirement for Council to sign a Client Authorisation Form to give a solicitor or registered conveyancer the authority to sign RP Act documents to be forwarded to the LTO. This is an operational matter and so Council should make a sub-delegation to the CEO to enable him/her to sign the Client Authorisation Form.

Council needs to make the updated sub-delegations in order to carry out its corporate roles and responsibilities.

Option 2 – Council does not make the updates to delegations discussed above

If Council did not make the changes to the delegations as discussed above, then it would not have a record of current powers available to it

and to its sub-delegates. Council and the Administration's ability to control and administer the delegated provisions would be compromised.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

5.1 Legislative/Risk Management

The elected body of Council holds all powers and duties for which the Council is responsible. In order to facilitate the daily operations of the organisation, Council may sub-delegate some of its powers to the Chief Executive Officer, who may, if so resolved by Council, then further sub-delegate to suitably qualified and/or experienced staff. The delegation of powers or duties to the CEO does not prevent Council from acting in a matter.

It is necessary to review and update the sub-delegations when legislation is amended so that the organisation's ability to carry out its roles and responsibilities is not compromised.

It is noted that the remainder of Local Government Act 1934 has been repealed as of 31 March 2016 by the Local Government (Accountability and Governance) Amendment Act 2015, and so the delegations under the 1934 Act have lapsed.

The Delegations Register will be updated accordingly.

6. ATTACHMENTS

Attachment 1 - Local Government Association circular 31.5 (2/8/2016)

Attachment 2 - Local Government Act 1999 sub-delegations

Attachment 3 - Road Traffic Act 1961 sub-delegation

Attachment 4 - Real Property Act 1886 sub-delegations

Attachment 5 - Electronic Conveyancing National Law (S A) Act 2013 sub-delegation, with LGA Circular 32.4 (10/8/2016).

7. REPORT AUTHORISERS

Name	<u>Title</u>	
Peter Tsokas	Chief Executive Officer	
Rebecca Wilson	Group Manager Governance & Risk	



Delegations Updates - 30 June 2016 - Circular 31.5

Τø

Chief Executive Officer Governance Officers Date

2 August 2016

Contact

Andrea Malone

Email: andrea malone@ga, sa gov.au

Response Required

No

S.mmarv.

The delegations updates are available for the quarter ending 30 June 2016

The delegations updates are available for the quarter ending 30 June 2016.

The updates do not include the new template required for the Real Property (Electronic Conveyancing). Amendment Act. This will be provided in a separate circular shortly.

The Table of Updates is available here.

Access to the delegations templates is available here

For further information please contact Andrea Malone (andrea malone Siga salpoy au)

Top Page

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INSTRUMENT OF DELEGATION

LOCAL GOVERNMENT ACT 1999

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.

Key (to be deleted once delegations made by Council);

- Yellow highlight = new section
- Blue highlight = amended section

POWERS AND FUNCTIONS DELEGATED IN THIS INSTRUMENT

148A Use of Facilities N 148A.1 The power pursuant to Clause 13 of Schedule 1A of the Act to arrange with the Authority for the Authority to make use of the services of the staff, equipment or facilities of the Council. 151A Preparation of Stormwater Management Plans by Councils 151A.1 The power pursuant to Clause 17(1) of Schedule 1A of the Act to prepare a stormwater management plan which: complies with the guidelines issued by the Authority; and is prepared in consultation with the relevant regional NRM board or boards: and is prepared in accordance with any other procedures or requirements prescribed by the Regulations. 151B Authority May Issue Order Α 151B.1 The power pursuant to Clause 20(5) of Schedule 1A of the Act, before the Authority takes any action under Clause 20(4) of Schedule 1A of the Act, to make submissions to the Authority in relation to the matter. 151B.2 The power pursuant to Clause 20(6) of Schedule 1A of the Act, if

256275\FXD\01899133 Last amended: 30 June 2016

costs and expenses are to be recovered from the Council as a debt, to enter into an agreement with the Authority for the debt to be repaid

over a period of time, subject to the payment by the Council of interest on the debt (and the power to agree the rate with the Authority).

154. Special Powers in Relation to Land



- 154.1 The power pursuant to Clause 24(1) of Schedule 1A of the Act and in accordance with Clause 24(2) of Schedule 1A of the Act, for the purpose of taking action consistent with the provisions of an approved stormwater management plan or a condition imposed on approval of a stormwater management plan or action required by an order under Clause 20 of Schedule 1 of the Act, to:
 - (a) enter and occupy any land; and
 - (b) construct, maintain or remove any infrastructure; and
 - (c) excavate any land; and
 - (d) inspect, examine or survey any land and for that purpose:
 - (i) fix posts, stakes or other markers on the land; and
 - (ii) dig trenches or sink test holes in the land to determine the nature of the top soil and underlying strata; and
 - (iii) remove samples for analysis; and
 - (e) alter water table levels, stop or reduce the flow of water in a watercourse, divert water flowing in a watercourse to another watercourse or to a lake or control the flow of water in any other manner; and
 - (f) hold water in a watercourse or lake or by any other means; and
 - (g) divert water to an underground aquifer, dispose of water to a lake, underground aquifer or the sea, or deal with water in any other manner; and
 - (h) deepen, widen or change the course of a watercourse, deepen or widen a lake or take action to remove any obstruction to the flow of water; and
 - (i) undertake any other form of work (including work undertaken for the purposes of stormwater management or flood mitigation); and
 - (j) undertake any testing, monitoring or evaluation; and
 - (k) undertake any other activity of a prescribed kind.

154. Special Powers in Relation to Land



154.2 The duty pursuant to clause 24(2) and 25 of Schedule 1A of the Act not to exercise a power under sub-clause 24(1)(b), (c), (h) or (i) of Schedule 1A of the Act in relation to private land with the intention that any infrastructure will be permanent unless:

- 154.2.1. it is intended that the owner of the private land will undertake the care, control or management of any relevant infrastructure and the Delegate or the Authority (as the case may be) is acting with the agreement of the owner; or
- 154.2.2 The Delegate or the Authority (as the case may be) has first acquired an easement or other appropriate interest over the relevant land by agreement with the owner or in accordance with the Land Acquisition Act 1969 and any other applicable laws.

155. Entry and Occupation of Land Other Than Council Land



- 155.1 The power pursuant to Clause 25(2) of Schedule 1A of the Act, subject to Clause 25(3) of Schedule 1A of the Act, to give reasonable notice of an intention to enter, or to enter and occupy, land in accordance with Clause 24 of Schedule 1A of the Act to the occupier of the land.
- 155.2 The power pursuant to Clause 25(3)(b) of Schedule 1A of the Act to, in an emergency, give such notice (if any) as the delegate considers is reasonable in the circumstances.

156. Vesting of Infrastructure, etc



156.1 The power pursuant to Clause 26(3) of Schedule 1A of the Act to, before the Minister publishes a notice vesting the care, control and management of infrastructure or land in the Council under Clauses 26(1) or (2) of Schedule 1A of the Act make submissions to the Minister in relation to the proposed notice.

INSTRUMENT OF DELEGATION

ROAD TRAFFIC ACT 1961

POWERS AND FUNCTIONS DELEGATED IN THIS INSTRUMENT

3A.	Council May Determine That Ticket for Parking be Obtained Without Fe		
	3A.1	installe apply to	ower pursuant to Section 86 of the Act, if the Council has d, or determined that it will install, permissive parking signs to a length of road or area, to (in addition to any other action the I may be empowered to take by or under the Act):
		3A.1.1	determine that a ticket must be obtained for parking in the length of road or the area through the operation of parking ticket-vending machines installed or to be installed in or near the length of road or area without payment of a fee; or
		3A.1.2	vary or revoke a determination made under Section 86 of the

REAL PROPERTY ACT 1886

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.

Key (to be deleted once delegations made by Council);

- Yellow highlight = new section
- Blue highlight = amended section

POWERS AND FUNCTIONS DELEGATED IN THIS INSTRUMENT

N Applicant may withdraw his application 4.1 The power pursuant to Section 41 of the Act, to: 4.1.1 withdraw the Council's application at any time prior to the issuing of the certificate: 4.1.2 request in writing signed by the Delegate the return to the Council or the person notified in the application as having a lien thereon of all documents of title deposited in support of the application. 6A. Priority of instruments The power pursuant to Section 56(5) of the Act and in accordance with 6A.1 Section 56(6) of the Act to apply to the Registrar-General, in the appropriate form, to vary the order of priority between 2 or more registered mortgages or encumbrances. 6A.2 The power pursuant to Section 56(6)(a) of the Act to consent to an application under Section 56(5) of the Act where the Council is the holder of a mortgage or encumbrance that is to have its order of priority varied. 6A.3 The power pursuant to Section 56(6)(b) of the Act, if a registered mortgage or encumbrance is, by virtue of the proposed variation of order of priority, to be postponed to a mortgage or encumbrance over which it has had priority, to consent where the Council is the holder of the mortgage or encumbrance that is to be postponed.

7. Certificates in lieu of surrendered certificates



The power pursuant to Section 78 of the Act where the Council is a registered proprietor holding land under 1 or more certificates, to apply to the Registrar-General for the issue of one certificate for the whole of such land, or several certificates each comprising portion of such land.

15. Transfers



15.1 The power pursuant to and in accordance with Section 96 of the Act, where the Council is the transferror or transferree of land intended to be transferred or a right of way or other easement intended to be created or transferred, to execute a transfer in the appropriate form to be lodged for registration in the Lands Titles Registration Office.

16. Creation of easements by reservation



The power pursuant to Section 96AA of the Act, to create an easement on the transfer under the Act of an estate of freehold or the granting of an estate of leasehold under the Act by reservation of the easement to the transferor or lessor in the instrument of transfer or the lease.

19. Sale under Writ of fieri facias or Decree, Warrant or Order of Court



The power pursuant to Section 105 of the Act in relation to a writ or warrant of execution against land, or of a decree or order (other than an order for sale for non-payment of rates) affecting land issued out of or made by the Court, or any Court of insolvency or other Court of competent jurisdiction, to sign a statement to accompany such a writ, warrant, decree or order where the Council is a party interested, specifying the land sought to be affected.

24. Lease may be surrendered by separate instrument



The power pursuant to Section 120 of the Act to surrender a registered lease by instrument in the appropriate form, executed by the lessee and lessor.

25. Registrar-General may record surrender



The power pursuant to Section 121 of the Act, where the lessee has given written notice to the Council as lessor or the Council's agent of his or her intention to give up possession of land comprised in a registered lease, to make application to the Registrar-General in the appropriate form and producing such evidence as the Registrar-General may require that the lessee has abandoned occupation of the land comprised in the lease, to make a record in the Register Book.

28. Mortgage of land

28.1 The power pursuant to Section 128(1) of the Act if land is to be charged or

made security in favour of a person to execute a mortgage. Α 28.1.1 Deliberately left blank. 28.1.2 Deliberately left blank. The power pursuant to Section 128(2) of the Act to lodge a mortgage for 28.2 registration in the Lands Titles Registration Office in the appropriate form. 28.3 The power pursuant to Section 128(4) of the Act where the Council is a mortgagee in relation to a mortgage lodged for registration in the Lands Titles Registration Office to provide certification under Section 273(1) of the Act. 28A. Encumbrance of land Α The power pursuant to Section 128B(1) of the Act if land is to be charged with or made security for the payment of an annuity, rent charge or sum of money in favour of a person, to execute an encumbrance in the appropriate form. Standard terms and conditions of Mortgage or Encumbrance Α 29 The power pursuant to Section 129A(1) of the Act to deposit for filing in the Lands Titles Registration Office a document containing terms and conditions for incorporation as standard terms and conditions in mortgages or encumbrances under Section 129A of the Act. 36. **Discharge of Mortgages and Encumbrances** Α The power pursuant to and in accordance with Section 143(1) of the Act to wholly or partially discharge, by instrument in the appropriate form and executed by the Delegate, a mortgage or encumbrance held by the Council. 39. **Transfer of Mortgage Lease and Encumbrance** N The power pursuant to Section 150 of the Act to transfer a registered mortgage, lease or encumbrance by execution of a transfer in the appropriate form. N 40AA. Requirements for renewal or extension of mortgage The power pursuant to Section 153A(1) of the Act, in relation to an instrument lodged for registration in the Lands Titles Registration Office renewing or extending a mortgage, to provide certification required under Section 273(1) of

40A.1 The power pursuant to Section 154A(1) of the Act to, where the Council intends to lodge an instrument, on payment of the prescribed fee, lodge

40A. Person who intends to lodge instrument may lodge priority notice N

the Act.

in the Lands Titles Registration Office a notice (a **priority notice**), in accordance with Sections 154A(2), (3), (4) and (9) of the Act, for the purpose of giving priority to 1 or more instruments relevant to the same conveyancing transaction.

40A.2 The power pursuant to Section 154A(6) of the Act to, if a priority notice is lodged in the Lands Titles Registration Office in relation to land, lodge a further priority notice in relation to the same land.

40B. Effect of priority notice



- 40B.1 The power pursuant to Section 154B(2)(b) of the Act to, where a priority notice lodged by the Council is in force in relation to land, provide written consent to the Registrar-General to register, record or give effect to an instrument in relation to the land.
- 40B.2 The power pursuant to Section 154B(2)(v) of the Act, where a priority notice is in force in relation to land, to make an application under the Act where the Council is a person to whom land has been transmitted for registration as proprietor of the land.
- 40B.3 The power pursuant to Section 154B(2)(va) of the Act, where a priority notice is in force in relation to land, to make an application under the Act where the Council is a surviving joint proprietor to have the death of a joint proprietor recorded in the Register Book.

40C. Withdrawal of priority notice



40C.1 The power pursuant to Section 154E of the Act to withdraw a priority notice lodged by the Council by lodging in the Lands Titles Registration Office a notice of withdrawal in the appropriate form.

40D. Cancellation of priority notice by Registrar-General



- 40D.1 The power pursuant to Section 154F(1) of the Act where the Council is a person with an interest in land to which a priority notice is in force, to make application to the Registrar-General to cancel the notice on the basis that the priority notice purports to protect the priority of an instrument that is unlikely to be registered or recorded within 90 days of the day on which the notice was lodged.
- 40D.2 The power pursuant to Section 154F(2) of the Act, where the Registrar-General gives written notice to the Council as the person who lodged a priority notice, of an application under Section 154F(1) to cancel the priority notice, to provide written submissions in response to the application within a specified period.

40E. Cessation of priority notice



40E.1 The power pursuant to Section 154G(6) of the Act, where the Council

has lodged a priority notice, to make application to the Registrar-General to extend the duration of the notice for 30 days.

41. Disclaimers



- 41.1 The power pursuant to Section 169(1) of the Act, where the Council is registered as proprietor of an estate or interest in land, to advise the Registrar-General in writing that the registration occurred without the Council's consent.
- 41.3 The power pursuant to Section 169(6) of the Act, where the Council is a disclaimant who has received a notice under Section 169(4)(b) of the Act, to apply to the Court for an order that the Registrar-General take such action as is necessary to give effect to the disclaimer.

42. Bankruptcy or assignment of lessee



42.1 The power pursuant to Section 173(a) of the Act where the registered proprietor of a lease has heretofore, or shall hereafter, become bankrupt, or has heretofore made or shall hereafter make, a statutory assignment, and if the lease is not mortgaged or encumbered under the Act, to apply to the Registrar-General in writing as the lessor being a lessor in possession of a statement signed by the Official Receiver or by the trustee under bankruptcy or the assignment, certifying his or her refusal to accept the lease, to make a record in the Register Book of the refusal.

46. Caveats



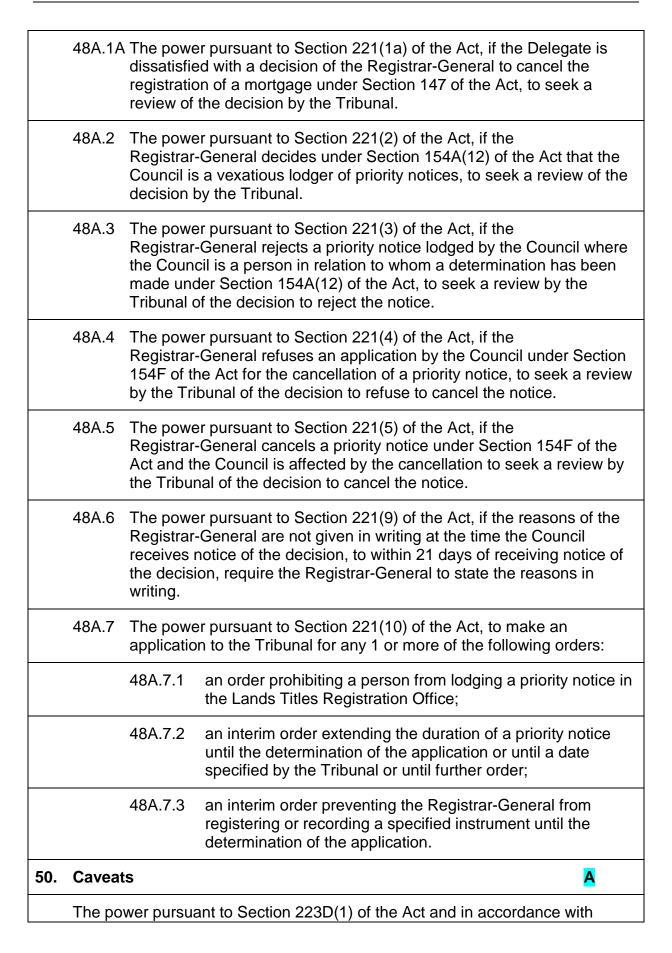
46.1 The power pursuant to and in accordance with Section 191 of the Act, where the Council is the settlor of land, beneficiary claiming under a will or settlement, or claiming to be interested at law or in equity whether under an agreement, or under an unregistered instrument or otherwise howsoever in any land to, lodge a caveat in the Lands Titles Registration Office.

48A. Reviews



- 48A.1 The power pursuant to Section 221(1) of the Act, if the Delegate, is dissatisfied with a decision of the Registrar-General in relation to an application by the Council:
 - 48A.1.1 to have an instrument registered or recorded; or
 - 48A.1.2 to have a foreclosure order issued; or
 - 48A.1.3 to have the Registrar-General do or perform an act or duty under the Act.

to seek a review of the decision by the Tribunal.



Section 223D(2) of the Act, where the Council claims any estate or interest in any land in respect of which an application under Part 19A of the Act is made, to at any time before the application is granted lodge a caveat in the Lands Titles Registration Office forbidding the granting of the application.

54. Consent to plans of division



- 54.1 The power pursuant to Section 223LH(1) of the Act:
 - 54.1.1 where the deposit of a plan of division in the Lands Titles
 Registration Office will affect the estate or interest of the Council,
 in the land to consent to the deposit of the plan and sign a
 certificate certifying that the Council has consented to the
 deposit of the plan;
 - 54.1.2 where the Council has or claims an estate or interest in the land to be divided to consent to the deposit of the plan and sign a certificate certifying that the Council has consented to the deposit of the plan;
 - 54.1.3 where the land to be divided is subject to a statutory encumbrance held by the Council to consent to the deposit of the plan and sign a certificate certifying that the Council has consented to the deposit of the plan.
- 54.2 The power pursuant to Section 223LH(2) of the Act, where the deposit of a plan of division will operate to vest an estate or interest in land in the Council, to consent to the deposit of the plan and sign a certificate certifying that the Council has consented to the deposit of the plan.

SCHEDULE OF CONDITIONS

CONDITIONS OR LIMITATIONS APPLICABLE TO DELEGATIONS CONTAINED IN THIS INSTRUMENT

Paragraph(s) in instrument to which conditions/limitations apply	Conditions / Limitations
28	The delegation of the power contained in Section 128 of the Act is subject to Section 44(3)(c) of the Local Government Act 1999, that is, the delegate is not delegated the power to borrow money or obtain other forms of financial accommodation.

INSTRUMENT OF DELEGATION ELECTRONIC CONVEYANCING NATIONAL LAW (SOUTH AUSTRALIA) ACT 2013

NOTES

- 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.
- 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

1.	1. Client Authorisation			
u.	1.1 The power pursuant to Section 10(1) of the Electronic Conveyancing National Law (South Australia) Act 2013 (the Act) to:			
	· · · · · · · · · · · · · · · · · · ·	1.1.1 complete a client authorisation:		
		1.1.1.1 that is in the form required by the participation rule	s; and	
	41	1.1.1.2 by which the Delegate authorises a subscriber to do not more things on the Council's behalf in connection a conveyancing transaction so that the transaction part of the transaction, can be completed electronic	n with or	



Delegations Updates – Electronic Conveyancing National Law (SA) Act – 1 August 2016 - Circular 32.4

Τo

Chief Executive Officer
Governance Officers

Dete

10 August 2016

Contact

Andres Malone

I mail: andrea.maione@ide.sa.dov.au

Response Required

d No

Summary

A new delegations template is available under the Electronic Conveyancing National

Law (FA) Act.

This is a new delegations template under the Electronic Conveyancing National Law (SA) Act. Only one delegation is required under this Act.

The Table of Updates is available here.

A new instrument of delegation under the Electronic Conveyancing National Law (South Australia) Act 2013 has been prepared dealing with the signing of a Client Authorisation Form by a delegate on the Council's behalf.

Access to the delegations template is available here under Rest Property Act at 17.1.

The amendments to the template instrument of delegation under the Real Property Act 1655 (the RP Act) have been made as a result of the Real Property (Electronic Conveyancing) Amendment Act 2016 (the Amendment Act) which came into effect on 4 July 2016. The amendments to the RP Act made by the Amendment Act are to support the introduction of electronic conveyancing in South Australia.

The main charges of importance for the delegations templates relates to client authorisations. Clients will no longer execute Lands Titles Office instruments (e.g. Memorandum of Transfer, Memorandum of Lease, etc). Instead, a Client Authorisation Form will need to be completed, authorising a legal practitioner or registered conveyencer to execute a specific form (or forms) on the client's behalf. There is a new, prescribed, authorisation that has been introduced under which the client authorises their conveyencer or solicitor to execute certain RP Act documents on their behalf. When a conveyencer or solicitor executes a document on their client's behalf, they are certifying that they have compiled with all relevant teglislation, compiled with the requirements for VOI and established their client's right to deal, that they will retain all recessary documents for the prescribed period and that they have compiled with any other requirements prescribed by legislation. This authorisation is mandatory and is in addition to any other authority to act that you may be required to sign by your conveyancer or solicitor. The affoct of this authorisation is that councils will no longer sign (ie affix common seal or sign by delegate) the RP Act documents, this will be done on their behalf by their conveyancer or solicitor. There are other changes including transactions heing completed through an electronic platform, as opposed to the current paper process and physical attendance at the Lands Titles Office.

There is a four month transition period from the commencement of the changes to allow parties to sligh their procedures with the new system and documents. Once the transition period comes to an end, the Registrar-General will have discretion to accept transactions in the "old" form (which may be the case for any longetending transactions not completed during the transition period).

f or further information plaque contact Andrea Malone (andrea,majono@los.ea.gov.eu)



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DECISION REPORT

REPORT TITLE: LOCAL GOVERNMENT FINANCE AUTHORITY

BOARD MEMBER BALLOT

ITEM NUMBER: 608

DATE OF MEETING: 26 SEPTEMBER 2016

AUTHOR: SUE BAYLY

JOB TITLE: GOVERNANCE OFFICER

EXECUTIVE SUMMARY

The Local Government Finance Authority (LGFA) has advised that seven nominations have been received for two Board Member positions and so a postal ballot is to be conducted.

The completed ballot paper must be received by the LGFA by 5.00pm on Friday 14 October 2016.

RECOMMENDATION

HILL	That
------	------

1.	The report be received.
2.	Council vote for (1)
	(2)

as representative members on the Local Government Finance Authority Board.

1. RELEVANT CORE STRATEGIES/POLICIES

Goal 5.3; Good governance and legislative framework

2. DISCUSSION

Correspondence dated 2 September 2016 has been received from Mr Paul Slater, Chief Executive Officer of the LGFA, advising that seven nominations have been received for two representative member positions on the LGFA Board and so an election is needed.

Attachment 1

The election will be by postal ballot which closes at 5.00pm on Friday 14 October 2016. A Council resolution is required to vote for the two favoured candidates. The Mayor, as Council's voting delegate to the LGFA Annual General Meeting must mark the ballot paper in his own handwriting.

At its meeting of 25 July 2016 by resolution C527/16 Council nominated Councillor Rabbitt for a position on the LGFA Board. The candidates' CVs are included with the attachment to this report.

The successful candidates will be declared elected at the LGFA Annual General meeting on 21 October 2016. The term of office is two years, commencing 1 January 2017. The annual sitting fee is currently \$7,000-00 per annum.

3. ANALYSIS OF OPTIONS

Option 1 – Council votes for its two preferred candidates for the LGFA Board.

Council has already indicated its selection of Councillor Rabbitt as a representative member on the LGFA Board and now needs to vote for one other candidate from the list of seven provided by the LGFA.

Option 2 – Council may vote for only one candidate

Council may wish to vote only for its own candidate.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. <u>ATTACHMENTS</u>

Attachment 1 - Correspondence from the CEO of the LGFA re Election for Board and candidates' CVs.

6. REPORT AUTHORISERS

<u>Name</u>	<u>Title</u>	
Peter Tsokas	Chief Executive Officer	
Rebecca Wilson	Group Manager Governance and Risk	



TO:

CHIEF EXECUTIVE OFFICERS

FROM:

CHIEF EXECUTIVE OFFICER & RETURNING OFFICER

RE:

<u>ELECTIONS FOR THE POSITIONS OF REPRESENTATIVE MEMBERS OF</u>
THE BOARD OF TRUSTEES

Our circular of 4 July 2016 called for nominations to fill the two representative board member positions (provided by Section 7(1)(a) of the Local Government Finance Authority Act 1983) currently held by Cr John L Sanderson and Cr John W Frogley.

Seven nominations have been received for the two positions and, as previously indicated in the abovementioned circular, the election will be conducted by postal ballot.

Enclosed please find details supplied by each candidate to assist Councils in determining the candidates for whom they wish to vote. If Councils wish to ascertain further details, they may contact the individual candidates direct.

In order to comply with the Rules of the Authority, the casting of the vote by your Council must be conducted as follows:-

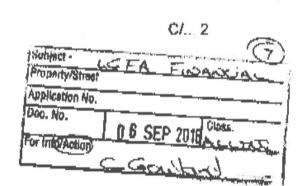
- The voting must be on the enclosed ballot paper which has all the candidates listed in alphabetical order together with the closing date for the election.
- The Council must by Resolution determine which candidates (being not more than two) they wish to elect.
- 3. The Council's representative to the AGM of the Local Government Finance Authority of South Australia (or in his absence the councillor chairing the Council meeting) shall at the Council meeting in his own handwriting mark the ballot paper with an "x" next to the two candidates whom the Council wishes elected. Please do not type in the "x" after the meeting or mark the ballot paper in any other way.
- (a) The ballot paper should then be inserted in the attached white small envelope addressed to the Returning Officer which is marked "Confidential Ballot Paper".
- 4. (b) The "Confidential Ballot Paper" envelope should then be placed in the middle sized envelope addressed to the Returning Officer and the Council's name is to be recorded only on this particular envelope. It will be noted that the signature of the appointed AGM delegate should be added (if the delegate is absent the signature of the Chairman of the Council meeting).

Local Government Finance Authority of South Australia

PO Box 7050 Hutt Street Adelaide South Australia 5000 12th Floor 147 Pirie Street Adelaide South Australia 5000 Phone (08) 8223 1550 Fax (08) 8223 6085

www.lgfa.com.au ABN: 80 189 672 209

m.u/005



- 4. (c) Finally, the middle sized envelope is to be returned to the Chief Executive Officer, Local Government Finance Authority of South Australia, PO Box 7050 Hutt Street, Adelaide, 5000, in the saif addressed large envelope which is included for that purpose.
- All votes must be received by the Returning Officer by 5.00 pm on Friday
 14 October 2016
- Only use the ballot paper enclosed with the signature of R R Hardy on the
 reverse, and if an error is made, return the spoilt ballot paper to this office and
 another will be returned to you.

If you have any further queries on the matter, please contact the undersigned, or Robert Hardy at this office.

Kindly arrange for this circular to be included on the Council's next agenda for the information of the elected members.

PASLATER

CHIEF EXECUTIVE OFFICER

RRHARDY

RETURNING OFFICER

2 September 2016

Ballot Paper to go into envelope -

A) CONFIDENTIAL BALLOT PAPER The Returning Officer Local Government Finance Authority Of South Australia PQ Dox 7050 Hutt Street ADELAIDE SA 5000

then small envelope into middle size envelope

B)	The Returning Officer Local Government Finance Authority Of South Australia PO Box 7050 Hutt Street ADELAIDE SA 5000		
	COUNCIL NAME	SIGNATURE AGM REPRESENTATIVE	
	:		

then POST to LGFA in large envelope provided

C)	
	Chief Executive Officer Local Government Finance Authority Of South Australia PO Box 7050 Hutt Street ADELAIDE SA 5000
	W.
ı	

HOUSSAM ABIAD

OCCUPATION:

Self Employed, Boards, etc.

QUALIFICATIONS & AWARDS:

BSc Health Science

B Engr Biomedical Engineering (Hons)

Member, AICD

Fellow, Governors leadership foundation

CURRENT POSITION IN LOCAL GOVERNMENT:

Councillor, Adelaide City Council

PERIOD IN LOCAL GOVERNMENT

6 Years

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Past:

City of Adelaide.
Deputy Lord Mayor

Rundle Mall Management Authority Board Member

SA Motor Sports Board Board Member

Present:

City of Adelaide, Finance & Business services Chairperson

Australia Day Council of South Australia Chairperson

Department of Foreign Affairs and Trade
Board Member

Development Assessment Panel Panel Member

COLIN DAVIES

OCCUPATION:

Chief Executive Officer/ Chief Finance Officer

QUALIFICATIONS & AWARDS:

Justice of Peace in SA 25540

Fellow Institute of Public Accountants

Fellow Institute of Financial Accountants (UK)

Fellow Local Government Professionals

CURRENT POSITION IN LOCAL GOVERNMENT:

CEO, The Flinders Ranges Council

PERIOD IN LOCAL GOVERNMENT

15 years

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Past:

Many and various usually as Treasurer

Present:

Regional Development Australia Far North Board Member

Pichi Richi Railway Preservation Society

Treasurer

Rotary International District 9500 Inc. Treasurer

Rotary E-club of Greater South Oz. Treasurer

Local Government Systems Inc. Vice Chair

SA Local Government Financial Managers Group Local Government Professionals Institute of Public Administration Australia Local Government Information Technology SA Revenue Professionals SA Emergency Management Committee Far North Bushfire Management Committee

JOHN WREFORD FROGLEY

OCCUPATION:

Semi-retired Company Director/

Chartered Accountant

Semi-retired

QUALIFICATIONS & AWARDS:

Bachelor of Economics (Adelaide University)

Chartered Accountant

Recently retired Fellow AICD

CURRENT POSITION IN LOCAL GOVERNMENT:

Councillor, City of Norwood Payneham & St Peters

PERIOD IN LOCAL GOVERNMENT

10 years

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Past:

City of Norwood Payneham & St Peters
Development Assessment Panel
Business & Economic Development Committee
CEO Performance Review Committee
Payneham Rd Precinct Committee
Board Member, Eastside Business Enterprise Centre Inc.
Deputy Board Member – Waste Care SA

South Australian Government

Trustee, SA Superannuation Investment Trust
Director, Enterprise Investments Limited
Director, various Government commercial entities
Secretary, Industries Development Committee (SA Parliament)
Executive Director, Department of State Development

Present:

Local Government Finance Authority of SA Deputy Chairman, Board of Trustees Chairman, Audit Committee

City of Norwood Payneham & St Peters
Strategic Planning & Development Policy Committee
Chairman, Audit Committee

ANNETTE MARTIN

OCCUPATION:

Manager Financial Services

QUALIFICATIONS & AWARDS:

B.A. Accountancy

Certified Practising Accountant (CPA)

CURRENT POSITION IN LOCAL GOVERNMENT:

Manager, City of Charles Sturt

PERIOD IN LOCAL GOVERNMENT

16 years

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Past:

Executive of SALGFMG for 16 years including President from 2010 to 2014 Chair and/or active member of numerous SALGFMG working parties on projects such as development of internal financial controls framework, asset management and financial management addressing updates of information papers, development of model financial statements and harmonisation of reporting, development of long term financial plans, industry ratios for financial sustainability.

SALGFMG representative on work groups for grants commission methodology review and asset management with update of CPA guide.

Local government excellence awards for leadership in financial management for development of an industry wide internal controls framework and financial modelling for Bowden Urban Village Local Government IT Professionals Award for Digital transformation initiative in development of a budget bid solution.

Present:

Executive of SALGFMG

Chair of SALGFMG internal controls working party and review of internal controls framework

Member of current working parties on fees and charges, financial management and asset management for SALGFMG

Life member SALGFMG for services to industry

MICHAEL RABBITT

OCCUPATION:

Retired

QUALIFICATIONS & AWARDS:

Bachelor of Business (Banking and Finance)

Diploma of Financial Planning

CURRENT POSITION IN LOCAL GOVERNMENT:

Councillor, City of Unley

PERIOD IN LOCAL GOVERNMENT

Elected November 2014

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Past:

Reserve Bank of Australia

Senior Management and member of Economic Liaison Committees with State and Federal Government departments (1965 – 1987)

Financial Planning Industry (1988 – 2010)

University of SA (1994 – 1997)
Lecturer in Accounting/Personal Finance

Parliamentary Joint Committee on Corporations and Financial Services (2003)

Present:

City of Unley

Audit and Governance Committee Community and Culture Committee CEO Performance Review Panel Deputy Mayor

JOHN LIDDELL SANDERSON

OCCUPATION:

Retired Finance Consultant

(after 47 years in the Banking & Finance Sector)

QUALIFICATIONS & AWARDS:

Land Managers Certificate

CURRENT POSITION IN LOCAL GOVERNMENT:

Councillor, City of Mitcham

PERIOD IN LOCAL GOVERNMENT

27 Years

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Past:

Local Government Finance Authority of South Australia Deputy Trustee

City of Mitcham Alderman

Chairman, Planning Committee; Corporate & Community Services

Ashford Community Hospital Inc Deputy Treasurer, Board Member

Local Government Purchasing Co-operative Board Member

Present:

Local Government Finance Authority of South Australia Member, Board of Trustees Member, Audit Committee

City of Mitcham

Member, CEO Performance Review Committee

Member, Strategic Planning and Development Policy Committee

Member, Audit Committee

Member, Community Development Grants Committee

JOHN WOODWARD

OCCUPATION:

Director

QUALIFICATIONS & AWARDS:

MBA, GAICD

CURRENT POSITION IN LOCAL GOVERNMENT:

Councillor, City of West Torrens

PERIOD IN LOCAL GOVERNMENT

20 months

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Present:

Statewide Super

INFORMATION REPORT

REPORT TITLE: COUNCIL ACTION RECORDS

ITEM NUMBER: 609

DATE OF MEETING: 26 SEPTEMBER 2016 **AUTHOR:** CAROL GOWLAND

JOB TITLE: EXECUTIVE ASSISTANT TO CEO & MAYOR

EXECUTIVE SUMMARY

To provide an update to Members on information and actions arising from resolutions of Council.

RECOMMENDATION

MOVED: SECONDED:

That:

1. The report be noted.

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
DSP	3	Draft General Development Plan - 2. Do not endorse the draft General DPA in its current form. 3. An opportunity be provided for the scope, nature and timetable of the DPA to be revised to address the issues of concern of the Committee. 4. A further report be provided to the Committee in June 2015.	General Manager Economic Development & Planning	Draft General DPA reviewed by DSPC in May 2015. Some revisions sought but further progress delayed at that time due to priority with progressing Council Residential Growth DPA (DPA 2) and responding to Minister's Activity Centres and Corridors DPAs. Activity Centres Ministerial DPA approved in April 2016 and Corridors DPA delayed. Currently reviewing impacts on scope and nature of policy in General DPA and seeking advice from DPTI on proceeding with DPA before reporting back to DSPC.
AUDIT & GOV	13	Motion on Notice re Service Review - The Audit and Governance Committee requests the Chief Executive Officer to develop a brief to appoint an experienced sector consultancy to undertake a service and organisational review which will include but not be limited to assessment and recommendations on the following: • The efficiency and effectiveness of its operations; the adequacy and deployment of resources in operational activity • The manner in which its resources are directed towards the Council's priorities and provide value for money to the community • Strategic opportunities that will maximise return on Council's major assets • Opportunities to improve the efficiency and/or effectiveness of its services including options to use alternative service delivery mechanisms • Opportunities for cash savings and revenue growth.	Group Manager Business Support and Improvement	Report has been completed and provided to Members. COMPLETED

COUNCIL A	CTION REPO	ORTS - ACTIONS TO September 2016		
Meeting	Item	Subject and Council Resolution	Resp. Status/Progress General Manager DTPI response is awaited, Administration	
COUNCIL	316	Notice of Motion from Councillor Boisvert re Pedestrian Safety on Shared Pathways - 1. Investigate the risks associated with cyclists and pedestrians travelling along shared pathways in the same direction on the same side of the path; 2. Consider whether there is a need to change the laws to make it common practice to have contra flow lanes operating on shared pathways, with cyclists travelling on the left hand side and pedestrians the right hand side.	General Manager Economic Development and Planning	DTPI response is awaited, Administration has followed up the matter with Office of Walking and Cycling, DPTI.
UBED	19	Review of Separate Rates - 1. The Unley Business & Economic Development Committee engage and consult with Main Street Trader Associations to discuss and investigate the possible capping for the application of separate rates, and provide recommendations to Council as to any changes that may be prudent so they can be assessed at the proposed March 2016 UBED meeting. 2. An independent consultant be engaged to undertake a review of the role and operation of the Trader Associations, in conjunction with the Associations, to ensure they are still the most appropriate method for promotion of the precincts, and are supported by the businesses of those precincts. The review is to include face to face interviews with a broad cross section of those who pay the separate rate.		COMPLETED
	373	Notice of Motion from Councillor Hewitson re amendements to endorsed plans for Rugby/Porter Cycleway -	General Manager Economic Development and Planning	Report presented to Council at June 2016 meeting. Currently community consultation is being undertaken as per Council endorsement. Following DPTI funding application for the project and conclusion of community engagement process, Council will be updated on the matter.

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	440	Unley Wayville and Goodwood Local Area Traffic Management Student (LATM1) Draft Plan - 1. The report be received. 2. Community consultation be undertaken for the LATM 1 Draft Concept Plan as shown in Attachment 2 to Item 440/16, and that the community be advised as part of the consultation process, that if road closures in Hardy and Weller Streets are supported, Council will initially only agree to trial them for a period of six months. 3. The Community be further advised that if there is widespread support for the adoption of the Draft Plan, only the High Priority Treatments will be undertaken in the next two financial years, and that Medium and Low Priority treatments will be subject to subsequent funding allocations if deemed to still be required. 4. A further report be presented to Council as soon as practicable following the community consultation process.	General Manager Economic Development & Planning	Report to be presented to Council - 12 September 2016. COMPLETED
	441	Forestville Local Area Traffic Management (LATM) Part Time Turning Restrictions Trial - Part time turn restrictions (between 8am to 9am) for vehicles turning left into Norman and Everard Terraces from Leah Street be maintained. 3. Administration continue to liaise with SA Police to ensure the turning restrictions are enforced on an appropriate basis. 4. Monitoring of the study area continue and a report, including the traffic data be brought back to Council in 12 months' time.	General Manager Economic Development & Planning	The report requested in point 4 will be presented at the February 2017 Council meeting. COMPLETED

COUNCIL A	CTION REPO	ORTS - ACTIONS TO September 2016		
Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	443	Update on Library Service Review - 2. The update on the progress of the Library Service Review recommendations be noted. 3. Council endorse the Administration to proceed with a community engagement program on the redistribution of existing opening hours for Unley and Goodwood libraries. 4. A report with the outcomes of community engagement will be presented to Council in October 2016 for further consideration.	Community	Report due to Council in October.
	467	Resilient East Climate Change Adaptation Plan - 2. Council gives in principle endorsement of the Resilient East Regional Climate Change Adaptation Plan (Attachment 1). 3. Council endorses Adelaide City Council's continued involvement in the Resilient East Regional Climate Change Adaptation project partnership. 4. Council notes that the Resilient East Project Steering Group will continue to oversee the project and develop recommendations for the ongoing governance and implementation framework for project partners, including councils and State Government. 5. A subsequent report be presented to Council outlining the priority projects, partners, and funding expectations included in the Resilient East Regional Climate Change Adaptation Plan.	General Manager Assets and Environment	It is anticipated that a report would not be coming back to Council until late 2016 or early 2017.
COUNCIL	490	Rugby/Porter Sstreets Bikeway - Design and Community Engagement - 1. The report be received. 2. Concept designs outlined in Attachment 1 to Item 490/16 be endorsed. 3. Community engagement be undertaken on the matter and a funding application be made to DPTI for co- contribution towards the project. 4. If there is significant opposition to any proposed changes, further guidance be sought from Council.	General Manager Economic Development & Planning	Report presented to Council at June 2016 meeting. Currently community consultation is being undertaken as per Council endorsement. Following DPTI funding application for the project and conclusion of community engagement process, Council will be updated on the matter.

		PORTS - ACTIONS TO September 2016	D	04-4
Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	491	Revocation of Community Land Classification, Part 168 Unley Road - 1. This report, and the letter received from the Department of Planning, Transport and Infrastructure dated 24 May 2016, approving the Council's proposal to revoke the community land classification over a portion of 168 Unley Road, Unley (Allotment 1000 in DP 58810, being a portion of Certificate of Title volume 5880 folio 539) (the Land) be received. 2. Pursuant to sections 194(1) and 194(3)(b) of the Local Government Act 1999, Council hereby resolve to revoke the classification of the Land, as community land. 3. The CEO give notice of the revocation of the classification of the land as community land to the Registrar-General in accordance with Section 195(2) of the Local Government Act 1999. 4. The CEO publish a notice of the revocation in the Eastern Courier Messenger. 5. The confidentiality provisions relating to those sections of previous reports 356/2015 and 428/2016 that deal with matters other than the revocation remain at this time, but the provisions be removed for the balance of those reports.	General Manager Economic Development & Planning	COMPLETED
	493	Greening Opportunities - Leader Street Streetscape Project - The Leader Street Streetscape design includes the removal of 10 car parking spaces to incorporate the installation of raingardens.	General Manager Assets and Environment	Detailed design 80% complete.
	522	Parkside on Street Parking - 2. Subject to approval from DPTI of the concept, community engagement on (pay for use) parking bay indention along Greenhill Road be supported. 3. Further investigation into the introduction of Smart Parking technology occur, and if the proposal looks to have promise, a report be provided to a future meeting regarding a trial in the Parkside area. 4. A report outlining the outcome of the above community engagement be presented to Council as soon as the results are available.	General Manager Economic Development & Planning	Community engagement and design works are scheduled for commencement in late 2016 with a view to provide a further report to Council in mid-2017 on this matter.

COUNCIL A	CTION REP	ORTS - ACTIONS TO September 2016		
Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
Meeting	523	Walking and Cycling Plan Review - 2. The draft Walking and Cycling Plan 2016-2021 be adopted to provide a plan to guide future works, and the implementation of projects not completed in the 2016/17 year be considered in future budgets to allow further information regarding those projects to be provided. 3. The projects identified from the Walking and Cycling Plan that are proposed for implementation in 2016/17 be approved, noting the issues relating to extending Mike Turtur bikeway to Greenhill Road, and Administration be authorised to change the scope of works if necessary, when detailed costs are known, to keep the works within the approved budget. 4. A future report be presented to Council discussing the impacts of projects completed in the first year, and funding options for the remaining projects.	General Manager Economic Development & Planning	Status/Progress The works to be undertaken in FY 16/17 as per Council endorsement with an update report to be provided in mid-2017.
	544	Petition re Parking Poles - The principal petitioner be notified of Council's proposed actions.	General Manager Economic Development & Planning	Letter sent to principal petitioner.

Meeting	Item	ORTS - ACTIONS TO September 2016 Subject and Council Resolution	Resp.	Status/Progress
5	564	Motion of Notice from Councillor Salaman re Rescission Motion. 2. Council determines not to sell the land at the rear of 75 King William Road. 3. A fence be erected on the actual boundary at Council's cost. 4. Council advise the owners of 2, 4, 4a, 6 and 8 Cleland Avenue of Council's decision. Cleland Avenue 2. Council determines not to sell the land at the rear of 75 King William Road at this point in time. 3. Residents be offered continuing use of the land at a peppercorn rental (of \$10.00 per annum, per property) for a period of 5 years, or less if required by Council. 4. A legally binding agreement between the residents and the Council, which includes acknowledgement of Council's ownership, the liability issues, be prepared and signed by Council and the owners of 2, 4, 4a and 8 Cleland Avenue. 5. The cost of the legal agreement be borne by the owners of 2, 4, 4a and 8 Cleland Avenue. 6. The existence of the encroachments and Lease be noted on the Property Files of Nos 2, 4, 4a & 8 and (Section 7 Statements). 7. Council advise the owners of 2, 4, 4a, 6 and 8 Cleland Avenue of Council's decision. 8 Council authorise administration to undertake any necessary action to protect Council's interest in the land abutting No. 6 Cleland Avenue.	Group Manager Governance and General Manager Assets & Environment	Draft License Agreement drafted by Norman Waterhouse and distributed to Cleland Ave residents on 18 September.
	549	Unley Central Precinct Development Plan Amendment - Release for Public Consultation - 2. The draft Unley Central Precinct Development Plan Amendment be endorsed as suitable for release for public consultation. 3. The agency and public consultation of the draft Unley Central Precinct Development Plan Amendment be conducted in accord with statutory requirements, the endorsed Community Engagement Plan and outlined in this report.	GM Economic Development & Planning	

	1	ORTS - ACTIONS TO September 2016	_	la
Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	551	Preliminary Year End Financial Report - June 2016 -	Group Manager	No further action required.
		2. Preliminary End of Year Results for 2015-16 be noted.	Business Support	COMPLETED
		3. Carry forward projects from 2015-16 totalling a net	and Improvement	
		amount of \$2.192m (Attachment 8 to Item 551/16) be		
		approved.		
		4. The revised budgeted Uniform Presentation of		
		Finances reflecting a Budgeted Operating Surplus of		
		\$2.035m before Capital Revenue and revised Net		
		Borrowings of \$5.804m as summarised in Attachment 9		
		to Item 551/16 for the 2016-17 financial year be adopted.		
	552	Feedback on the Inquiry into Local Government	Group Manager	Unley's submission forwa4rded to LGA. Confirmation
		Rate Capping Policies	Governance	received.
		The company of the control of the co		COMPLETED
	554	Review of Council Committee Structure - 2. Council	Group Manager	All independent members of the Section 41 Committees
		disband the Community & Culture, Infrastructure &	Governance	listed have been written to advising them of Council's
		Sustainability and Development Strategy & Policy		decision and thanking them for their contribution.
		Committees and replace these with a City Strategy and		A further report will be submitted in October regarding the
		Development Committee effective from 30 September		proposed City Strategy and Development Committee.
		2016.		
		3. The City Strategy and Development Committees will		
		also meet as the Development Strategy and Policy		
		Committee to satisfy the requirements of Section 101A		
		of the Development Act, 1993.		
		4. The Chief Executive Officer write to the Independent		
		Members of Council's Community & Culture,		
		Infrastructure & Sustainability and Development Strategy		
		& Policy Section 41 Committees thanking them for their		
		contribution and advising of the dissolving of the		
		Committees effective as of 30 September 2016.		
		5. A further report be submitted to Council in October		
		2016, outlining the membership and terms of reference		
		for the City Strategy and Development Committee.		
		nor the City Strategy and Development Committee.		

		PORTS - ACTIONS TO September 2016	Boon	Status/Dragges
Meeting	Item 567	Subject and Council Resolution	Resp.	Status/Progress
	567	Motion on Notice re Section 41 Committee - Council	Group Manager	Report to Council in October
		establishes a Section 41 Committee to investigate and make recommendations to Council on Strategic Property	Governance	
		acquisition and divestment.		
COUNCIL	582	Petition re Road Closures - The principal petitioner be	GM Economic	Letter sent to principal petitioner.
12 SEPT	302	notified of Council's proposed actions.	Development &	Letter Sent to principal petitioner.
12 SLF1		notined of Council's proposed actions.	Planning	
	584	Millswood Sporting Complex Detailed Design	. Kirming	This matter has been 'laid on the table'.
	585	Hire of Community Centres and Town Hall Fee Discount Policy - 2. The Hire of Community Centre Policy (Attachment 1 to Item 585/16) and the Hire of Civic Centre and Town Hall Policy (Attachment 2 to Item 585/16) be revoked. 3. The Hire of Community Centres and Town Hall Fee Discount Policy (Attachment 3 to Item 585/16) be adopted.	GM Community	Policies revoked and new policy on Council web site.
	586	Unley, Goodwood and Wayville Local Area Traffic Management - LATM 1 - The final LATM Plan for Unley, Goodwood and Wayville be noted and the High priority actions outlined in Attachment 2 to Item 586/16, be endorsed for implementation. 3. The Medium and Low priority actions outlined in Attachment 2 to Item 586/16 be considered as part of the budget process for the 2017/18 financial year. 4. The community be notified of the Council's decision by direct mail-out to those originally consulted in the community, publicity in the Eastern Courier Messenger and on the Council Website.	GM Economic Development & Planning	The notification letter is scheduled to go out to all the originally consulted community in Oct 2016. Works to be undertaken following the detailed designs as endorsed by Council.

Meeting Ite	em	Subject and Council Resolution	Resp.	Status/Progress
5.	87	Issue of New Licence to B&M Glass - Portion of Charles Walk - 2. Council Administration undertake public consultation in accordance with Council's Community Engagement and Public Consultation Policy, regarding issuing a new licence to B & M Glass. If no objections are received during the public consultation process regarding the issuing of the licence to B&M Glass, Administration proceed to issue a new licence to B&M Glass for a period of 5 years with the terms of the licence to be substantially the same as the licence issued in 2006. The Licence Fee however, be adjusted to the rental fee of \$75 per annum (plus GST).	GM Assets & Environment	Public Consultation will commence in late September.

ITEM 610 QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

QUESTIONS ON NOTICE FROM COUNCILLOR PALMER RE COUNCIL PROPERTIES AND STORM EVENT

The following Questions on Notice have been received from Councillor Palmer and some of the answers are provided:

Questions

Lease of Sporting Facilities at Goodwood Oval & Millswood Reserve

- 1) When are the leases for the clubs (as listed below) using the Goodwood Oval and Millswood Reserve sporting facilities each due for renewal.
 - i. Goodwood Football Club
 - ii. Goodwood Crocket Club
- iii. Tennis SA
- iv. Forestville Hockey Club
- v. Millswood Croquet Club
- vi. Millswood Bowling Club
- vii. Millswood Lawn Tennis Club
- 2) If any are due for renewal at what stage of negotiation have we reached?
- 3) Are the same lease conditions used for each club?
- 4) If not what variations are there?

Answers:

- 1. (i) 30 June 2018 with 3 year right of renewal.
 - (ii) 30 June 2018 with 2 year right of renewal
 - (iii) 30 June 2021
 - (iv) 30 June 2018 with 3 year right of renewal
 - (v) 30 November 2018
 - (vi) 30 August 2019
 - (vii) 30 August 2018
- 2. See above
- 3. Clubs have varying lease agreements, albeit with similar conditions. All new and renewal leases are now being based on a suite of standard templates.
- 4. Variations usually relate to term, methods of adjusting annual rentals and maintenance responsibilities.

List of Council Owned Properties

Question

1) Can Administration provide a full list of properties owned by Council including those for Community use and those with semi or full commercial returns?

<u>Answer</u>

See attached list.

Re: Classifying the recent Storm Event

Question

- 1) Are we able or do we yet know what classification can be assigned to the recent storm event in the upper Brownhill Creek catchment?
- 2) Can we also identify the duration of this event?

Answer

This information is not available as yet and will be provided once the Administration has received it.

Category	NAME	STREET	SUBURB
Commercial	Commercial Property	71 - 73 King William Road	Unley
Commercial	Commercial Property	72 - 73 King William Road	Unley
Commercial	Commercial Property	73 - 73 King William Road	Unley
Commercial	Commercial Property	166 Unley Rd	Unley
Semi - Commercial	St John	72 Edmund Avenue	Unley
Semi - Commercial	Developing Alternate Solutions to Housing	74 Edmund Avenue	Unley
Semi - Commercial	Cancer Care Centre Inc	76 Edmund Avenue	Unley
Semi - Commercial	Safer Communities Inc	78 Edmund Avenue	Unley
Semi - Commercial	Adelaide Potters Club	84 Edmund Avenue	Unley
Semi - Commercial	Adelaide Potters Club	84 Edmund Avenue	Unley
Semi - Commercial	Adelaide Potters Club	84 Edmund Avenue	Unley
Semi - Commercial	Unley Kindergarten	47 Oxford Terrace	Unley
Semi - Commercial	Unley Kindergarten	47 Oxford Terrace	Unley
Semi - Commercial	Unley Kindergarten	47 Oxford Terrace	Unley
Semi - Commercial	Unley Community Sports Club	39 Oxford Tce	Unley
Semi - Commercial	Goodwood Community Child Care Centre	31 Rosa Street	Goodwood
Semi - Commercial	Unley Meals On Wheels	82 Maud Street	Unley
Semi - Commercial	Unley Meals On Wheels	82 Maud Street	Unley
Civic / Community	Unley Senior Citizens Centre	18 Arthur Street	Unley
Civic / Community	Community Garden	Fern Avenue	Fullarton

Civic /	Community Garden	Fern Avenue	Fullarton	
Community Civic /	Community Garden	Fern Avenue	Fullarton	
Community	Community Garden	rem Avenue	Fullarion	
Civic / Community	Fullarton Park Centre & Cottage	411 Fullarton Road	Fullarton	
Civic / Community	Fullarton Park Centre & Cottage	411 Fullarton Road	Fullarton	
Civic / Community	Fullarion Park Centre & Cottage	411 Fullarton Road	Fullarton	
Civic / Community	Goodwood Community Centre	101 - 103 Goodwood Road	Goodwood	E.
Civic / Community	Clarence Park Community Centre	72 East Avenue	Black Forest	×
Civic / Community	Clarence Park Community Centre	74 East Avenue	Black Forest	
Civic /	Clarence Park Community	72 East Avenue	Black	
Community Civic /	Centre Clarence Park Community	42/2010/00/00	Forest Black	
Community	Centre	72 East Avenue	Forest	
Civic /	Clarence Park Community	72 East Avenue	Black	
Community Civic /	Centre Clarence Park Community		Forest Black	
Community	Centre	72 East Avenue	Forest	
Civic /	Clarence Park Community	72 East Avenue	Black	
Community	Centre	72 East Avenue	Forest	
Civic / Community	Depot	75 King William Road	Unley	
Civic / Community	Depot	75 King William Road	Unley	
Civic / Community	Depot	75 King William Road	Unley	
Civic / Community	Depot	75 King William Road	Unley	
Civic / Community	Office/ Community Cottage	49 Oxford Terrace	Unley	
Civic / Community	Civic Centre	181 Unley Road	Unley	
Civic / Community	Civic Centre	181 Unley Road	Unley	
Civic / Community	Unley Museum	80 - 82 Edmund Avenue	Unley	
Civic / Community	Goodwood Community Library	101 - 103 Goodwood Road	Goodwood	

Sporting &			
Recreation Clubs	Scammel Reserve	53a Fisher Street	Myrtle Bank
Sporting & Recreation Clubs	Scammel Reserve	53a Fisher Street	Myrtle Bank
Sporting & Recreation Clubs	Scammel Reserve	53a Fisher Street	Myrtle Bank
Sporting & Recreation Clubs	Howard Florey Reserve	269 Fullarton Road	Parkside
Sporting & Recreation Clubs	Unley Oval	Trimmer Terrace	Unley
Sporting & Recreation Clubs	Unley Oval	Trimmer Terrace	Unley
Sporting & Recreation Clubs	Unley Oval	Trimmer Terrace	Unley
Sporting & Recreation Clubs	Unley Park Sports Club	8 Northgate Street	Unley Park
Sporting & Recreation Clubs	Unley Park Sports Club	8 Northgate Street	Unley Park
Sporting & Recreation Clubs	Ridge Park Reserve	Glen Osmond Road	Myrtle Bank
Sporting & Recreation Clubs	Goodwood Oval	1 Chelmsford Avenue	Millswood
Sporting & Recreation Clubs	Goodwood Oval	1 Chelmsford Avenue	Millswood
Sporting & Recreation Clubs	Millswood Lawns	Millswood Crescent	Millswood
Sporting & Recreation Clubs	Goodwood Oval	1 Chelmsford Avenue	Millswood
Sporting & Recreation Clubs	Goodwood Oval	1 Chelmsford Avenue	Millswood
Sporting & Recreation Clubs	Millswood Lawns	Millswood Crescent	Millswood
Sporting & Recreation Clubs	Millswood Lawns	Millswood Crescent	Millswood
Sporting & Recreation Clubs	SA Society of Model & Experimental Engineers	18b Millswood Crescent	Millswood
Sporting & Recreation Clubs	Millswood Lawns	Millswood Crescent	Millswood

Sporting & Recreation Clubs	Page Memorial Park	360a Cross Road	Clarence Park
Public Toilet	North Unley Play Park	237 Young Street	Unley
Public Toilet	Unley Oval	Trimmer Terrace	Unley
Public Toilet	Soldiers Memorial Gardens	226 Unley Road	Unley
Public Toilet	Heywood Park	Northgate Street	Unley Park
Public Toilet	Fullarton Park Centre & Cottage	411 Fullarton Road	Fullarton
Public Toilet	Scammel Reserve	53a Fisher Street	Myrtle Bank
Public Toilet	Ridge Park Reserve	Glen Osmond Road	Myrtle Bank
Public Toilet	Dora Gild Play Park	Churchill Avenue	Clarence Park
Public Toilet	Everard Park Reserve	Africaine Avenue	Everard Park
Public Toilet	Souter Park	55 Albert Street	Goodwood
Public Toilet	Orphanage Reserve	181 Goodwood Road	Millswood
Public Toilet	Princess Margaret Playground	Byron Road	Black Forest
Public Toilet	Page Memorial Park	360a Cross Road	Clarence Park
Public Toilet	Howard Florey Reserve	Fullarton Rd	Fullarton

Land, other	Plantation	Allot. 143 George Street	Unley
Land, other	Plantation	Allot. 144 Maud Street	Unley
Land, other	Henry Codd Reserve	2 Maud Street	Unley
Land, other	Morrie Harrell Playground	Allot. 114 Ramage Street	Unley
Land, other	Unley Oval	Trimmer Terrace	Unley
Land, other	Lawn Tennis	Langham Terrace	Unley
Land, other	Lawn Bowls	1 Trimmer Terrace	Unley
Land, other	Unley Oval	Allot. 586 Trimmer Terrace	Unley
Land, other	Soldiers' Memorial Gardens	226 Unley Road	Unley

Land, other	North Unley Play Park	237 Young Street	Unley
Land, other	Drainage Reserve	2Z Simpson Parade	Wayville
Land, other	Drainage Reserve	2Z Charles Lane	Wayville
Land, other	Howard Florey Reserve	269 Fullarton Road	Parkside
	Part of Howard Florey		
Land, other	Reserve	269 Fullarton Road	Parkside
Land, other	Henry Codd Reserve	46 Fuller Street	Parkside
Land, other	McLeay Park	13 George Street	Parkside
Land, other	Hackett Reserve	55 Kenilworth Road	Parkside
	Leicester Street		
Land, other	Playground	151-153 Leicester Street	Parkside
21 Mar Draw (2007)	ALES 00 27 MERO 00 A		Myrtle
Land, other	Ridge Park	1 Barr Smith Avenue	Bank
			Myrtle
Land, other	Scout Hall	1a Barr Smith Avenue	Bank
Land, other	Drainage Reserve	Allot, 53 Braeside Avenue	Myrtle Bank
Land, other	Ferguson Avenue Drainage	Allot, 33 braeside Avenue	Myrtle
Land, other	Reserve	Allot, 52 Burnham Avenue	Bank
Edito, Other	11000110	ANDE DE BUILLIAM AVEILLE	Myrtle
Land, other	Fraser Reserve	Allot, 57 Riverdale Road	Bank
Land, other	Fern Avenue Reserve	12 Fern Avenue	Fullarton
	Fern Avenue Community		
Land, other	Garden	18-20 Fern Avenue	Fullarton
			Myrtle
Land, other	Scammel Reserve	53 Fisher Street	Bank
			Myrtle
Land, other	Girl Guides Hall	53a Fisher Street	Bank
Land, other	Fullarton Park Centre	411 Fullarton Road	Fullarton
Land, other	Tennis Courts	2a Yeo Avenue	Highgate
	2000000000	120022	Everard
Land, other	Everard Park	Allot. 108 Africane Avenue	Park
Land, other	Soutar Park	Allot, 92 Albert Street	Goodwood
Land, other	Forestville Reserve	15-25 Ethel Street	Forestville
Land, other	Goodwood Orphanage	181a Goodwood Road	Millswood
Land, other	Part of Soutar Park	2a Hardy Street	Goodwood
		0.11.1.01.1	
Land, other	Part of Soutar Park	2b Hardy Street	Goodwood
Land, other	Drainage Reserve	26Z Le Hunte Street	Wayville
Land, other	Wayville Reserve	48 Le Hunte Street	Wayville
Land, other	Swimming Pool	1 Nichols Street	Forestville
Land, other	Part of Forestville Reserve	Allot. 8 Ethel Street	Forestville
	Forestville Reserve (skate		1900000000000
Land, other	facility)	2 Norman Terrace	Forestville
Land, other	Albert Street corner land	21 Railway Terrace (South)	Goodwood
Land, other	Goodwood Oval	1 Curzon Avenue	Millswood
			Millswood
Luis, outo		TO UNIVERSITY PRODUCT	Black
Land, other	Playground	7a Byron Street	Forest
Land, other Land, other Land, other Land, other	Forestville Reserve (skate facility) Albert Street corner land Goodwood Oval Tennis SA courts Princess Margaret	2 Norman Terrace 21 Railway Terrace (South) 1 Curzon Avenue 15 Chelmsford Avenue	Forestvi Goodwo Millswo Millswo Black

			I Clarence
Land, other	Dora Gild Play Park	Allot. 154 Churchill Avenue	Clarence Park
	NA AND AND AND AND A		Clarence
Land, other	Page Park	360a Cross Road	Park
Land, other	SASMEE	18b Millswood Crescent	Millswood
Land, other	Lawn Tennis	2/18a Millswood Crescent	Millswood
Land, other	Lawn Bowls	3/18a Millswood Crescent	Millswood
Land, other	Croquet lawn	18c Millswood Crescent	Millswood
Land, other	Heywood Park	43-59 Northgate Street	Unley Park
Land, other	Unley Park Sports Complex	8 Northgate Street	Unley Park
Land, other	Linear Trail	Charles Lane	Unley
Land, other	Linear Trail	Windsor Street	Parkside
		Culvert St - Henry Codd	
Land, other	Linear Trail Land only - Civic Centre /	Reserve	Parkside
Land, other	Town Hall complex	Unley Rd / Oxford Tce	Unley
Land, other	Land only - Depot	KW Road	Unley
Land, other	Land only - FPCC	Fullarton Rd	Fullarton
Land, other	Land only - GCC / Lib	Goodwood Rd	Goodwood
Land, other	Land only - UCC	Arthur St	Unley
Land, other	Land only - CPCC	East Ave	Clarence Pk
Land, other	Katherine St	Katherine Street	Myrtle Bank
Land, other	Tondie Public Walkway	Tondie Avenue	Parkside
Land, other	Drainage Reserve	Maud Street	Unley
Land, other	Commercial Property	71-73 King William Road	Unley
Land, other	Roadway	Ramage Street	Unley
Land, other	Carpark	168 Unley Road	Unley
	Reserve	Tyne Place	Unley
Land, other	Reserve	Roberts Street	Unley
Land, other	Drain reserve - Wattle St	7 Wattle Street	
Land, other	Drain reserve - Wattle St	Torrens Avenue	Fullarton Fullarton
Land, other			
Land, other	Path - Park St	Park Street	Hyde Park
Land, other	Roadway - KW Rd	King William Road	Hyde Park
Land, other	Path - Caroo St	Caroo Street	Hyde Park
Land, other	Land - Dover St	Dover Street	Malvern
Land, other	Land - Clifton St	Clifton Street	Malvern
	Office/ Community Cottage	49 Oxford Terrace	Unley
Land, other	omes community contage	TO ONIOIG TOTAGE	Onlog
Land, other	St John	72 Edmund Avenue	Unley
	Developing Alternate	74 Edmund Avenue	Unley
Land, other	Solutions to Housing Cancer Care Centre Inc &	76 Edmund Avenue	Unley
	Safety House Association	r v Earnand Mendo	Onicy

Land, other	Cancer Care Centre	78 Edmund Avenue	Unley
Land, other	Unley Museum	80 82 Edmund Avenue	Unley
Land, other	Adelaide Potters Club	84 Edmund Avenue	Unley
Land, other	Unley Community Sports Club	39 Oxford Terrace	Unley
Land other	Land	41 Oxford Terrace	Unley
Land, other Land, other	Union Riverse	150615	723
Land, other	Unley Kindergarten	45 Oxford Terrace	Unley
1 TO STANK OF THE	Unley Kindergarten	47 Oxford Terrace	Unley
Land, other	Car park	Birdwood Avenue	Unley
I and other	Unley Park Sports Club	8 Northgate Street	Unley Park
Land, other	01-0		
Land, other	Glen Osmond Creek	Wattle Street	Fullarton
Land, other	Glen Osmond Creek	Palmer Avenue	Myrtle
Laria, other	Cornork	240 Faraviana Ctoret	Bank
Land, other	Carpark	218 Ferguson Street	Myrtle
Land, Other	Glen Osmond Creek	Dankson A.	Bank
Land, other	Gien Osmona Creek	Burnham Avenue	Myrtle
Land, Other	Cl		Bank
Land, other	Glen Osmond Creek	Palmer Avenue	Myrtle Bank
20.10, 01.10.	Mount Barker Quarry	Adelaide Hills Highway	Brown Hill
Land, other	mount barker quarry	Adelaide Hills Highway	Creek
	Car park	671 South Road	Black
Land, other	our park	or i South Nodu	Forest
	Reserve	Aroha Terrace	Black
Land, other	Neserve	Alulia Tellace	Forest
Land, other	Drainage Reserve	Charles Street	Forestville
Edilo, Otiloi	Goodwood Community	31 Rosa Street	Goodwood
Land, other	Child Care Centre	31 Nosa Street	Goodwood
Edila, Other	Car Park	1 Doffe Circuit	
Land, other	Car Park	1 Boffa Street	Goodwood
Land, other	Vacant Land	Chart Chart	144
Land, Other	10.5.7% UNDALE	Short Street	Wayville
Land, other	Walk Way	Parsons Street	Goodwood
Land, other	D1D		200
Land, other	Road Reserve	Jellicoe Street	Kings Park
			2000
Land, other	BarZaar	166 Unley Road	Unley
Land, other	Car Park	Douglas Street	Millswood
Land, other	Commercial Property	71-73 King William Road	Unley
Land, other	Unley Meals On Wheels	82 Maud Street	Unley
	Clarence Park Community	74 East Avenue	Black
Land, other	Centre		Forest
	Clarence Park Community	74 East Avenue	Black
Land, other	Centre	10 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Forest

CORRESPONDENCE

TITLE: CORRESPONDENCE

ITEM NUMBER: 611

DATE OF MEETING: 26 SEPTEMBER 2016 **ATTACHMENTS:** 1. CORRESPONDENCE

The correspondence from

- John Frogley
- Garage Sale Trail
- Hon Geoff Brock
- Steven Griffiths MP
- City of Mticham
- Office of the Lord Mayor
- The Order of Australia Association

be noted.

Mayor Clyne and Councillors City of Unley

Dear Mayor and Councillors,

Elections to the Local Government Finance Authority of South Australia Board

At the last three elections to the LGFA Board I appreciated the support of Councils in electing me as a Trustee. As a Chartered Accountant with a degree in Economics and a recently retired Fellow of the Australian Institute of Company Directors with a solid background in finance, investment and Local and State Government I believe I have made a significant contribution to the success of the LGFA during difficult trading conditions. That contribution has been recognised by my fellow Trustees in my election as Deputy Chairman and appointment as Chairman of the Audit Committee.

Throughout the GFC and its aftermath the LGFA has maintained its track record of solid and prudent financial performance while providing ready access to finance for Councils on relevant and attractive terms. The LGFA also provided competitive rates on secure Council deposits and returned \$4m to Councils by way of bonus payments over the last two financial years. Also over the past 2 years some \$3.6m has been made available to local government through the LGA by way of income tax equivalent payments to the State Government.

The LGFA is also in a critical stage of adjusting its business model in response to a widening gap between Council deposits and borrowing requirements. The stability and sound performance of LGFA brings major benefits to all Councils in SA.

The City of Norwood, Payneham and St Peters has nominated me again and I would be delighted to continue to serve Local Government in this capacity. I have taken the liberty of attaching my Resume and would appreciate your Council giving serious consideration to supporting my re-election.

Yours sincerely

John Frogley

RÉSUMÉ FORM

NAME: John Wreford Frogley

AGE: 68

OCCUPATION: Semi-retired Company Director / Chartered Accountant

CURRENT EMPLOYER: Semi-retired

QUALIFICIATIONS:

Bachelor of Economics (Adelaide University)
Chartered Accountant
Recently retired Fellow - Australian Institute of Company Directors

CURRENT POSITION IN LOCAL GOVERNMENT: Councillor

NAME OF COUNCIL: City of Norwood Payneham & St Peters

PERIOD IN LOCAL GOVERNMENT: 10 years

OTHER COMMITTEES, BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

PAST: • City of Norwood Payneham & St Peters:

Development Assessment Panel
Business and Economic Development Committee
CEO Performance Review Committee
Payneham Rd Precinct Committee
Board member -Eastside Business Enterprise Centre Inc
Deputy Board Member –Waste Care SA

· South Australian Government:

Trustee, SA Superannuation Fund Investment Trust
Director, Enterprise Investments Limited
Director, various government commercial entities
Secretary, Industries Development Committee (SA Parliament)
Executive Director, Department of State Development

PRESENT: • Local Government Finance Authority of SA:

Deputy Chairman, Board of Trustees Chairman, Audit Committee

City of Norwood Payneham & St Peters:

Strategic Planning and Development Policy Committee Chairman - Audit Committee •





City of Unley PO Box 1 Unley, SA 5061

Wednesday 31 August

Dear Mayor Clyne,

This year your council is bringing Garage Sale Trail to life in Unley. This letter is to thank you for making the program available to your residents and tell you a bit more about the difference you're enabling.

Now in its sixth year, Garage Sale Trail is supported by over 150 councils nationally, four state governments and the Federal Government. It's the biggest REUSE, waste education and community building event that takes place across the country and this year, on Saturday 22 October, your local residents will join over 300,000 people across the country by taking part in Garage Sale Trail.

With the support of councils like yours what started out as a simple idea in one suburb has grown to a truly national event powered by people and enabled by government. We are only able to do what we do because of the support of councils like yours and we don't take that support lightly.

The program has been adopted by different councils for different reasons. For some it's about promoting reuse and carrying out waste education around an idea people understand. For other councils it's an opportunity to carry out community engagement and generate some positive media. Whatever the reason, it's clear that working in partnership we can make a big difference.

Garage Sale Trail launched on 10 August this year and already over 1,200 garage sales have been registered online at www.garagesaletrail.com.au If you would like to find out more about how the campaign is getting underway in your local area please do not hesitate to get in touch by emailing councilmanager@garagesaletrail.com.au

Thank you for making it possible.

Andrew Valder

MAJOR PARTNERS

Co-Founder, Garage Sale Trail

Darryl Nichols

Co-Founder, Garage Sale Trail

STATE & TERRITORY GOVERNMENT PARTNERS







SUPPORTING PARTNERS



MEDIA PARTNERS





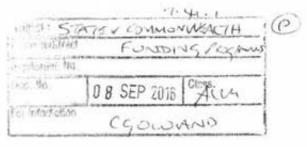




Class.









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Mayor Lachlan Clyne Corporation of the City of Unley PO Box 1 UNLEY SA 5061

Dear Mayor Clyne Incural

I am pleased to advise that the Local Government Grants Commission's (the Commission) recommendations for the distribution of the Commonwealth Financial Assistance Grants to Councils for 2016-17 have been submitted to the Australian Government and approved by Senator the Hon Fiona Nash, Federal Minister for Local Government and Territories on 8 August 2016.

As you would be aware, the 2016-17 Federal Budget has had a significant impact on funding to local governing authorities in South Australia.

The Supplementary Local Road Funding Program, which provided additional funding to South Australia up to 30 June 2014, has not been reinstated by the Australian Government in the 2016-17 Federal Budget. This funding was provided in recognition of the inequitable share of the Identified Local Road Grants to South Australia.

Savings measures originally announced as part of the 2014-15 Federal Budget will continue for 2016-17. The indexation of Financial Assistance Grants, which is an annual increase in grants based on population changes and increases in the Consumer Price Index, has been frozen for a period of three years and commenced on 1 July 2014.

The impacts of these measures on funding for local government in South Australia are significant. Freezing the indexation of Financial Assistance Grants will see a reduction in grants of approximately \$0.66 million for 2016-17, due to South Australia's declining proportion of the National population.



This is compounded by the loss of the Supplementary Local Road Funding Program, estimated to have provided approximately \$20 million in 2016-17, placing a significant burden on local governing authorities to maintain local services and infrastructure.

The Australian Government has provided additional local road funding in 2016-17 as part of the Roads to Recovery Program from the reintroduction of indexation of the Federal fuel excise. While this funding is significant and welcomed, it does not address the continued inequity of funding to South Australian councils.

As Minister for Local Government, I am working closely with the Local Government Association of South Australia in lobbying the Australian Government to have these programs restored. I urge you to take every opportunity to lobby your Federal Member of Parliament.

The total allocation of the 2016-17 Financial Assistance Grants for South Australia is \$151.4 million. This allocation has two components that are distributed using different assessment methods.

The general purpose grants for South Australia total \$112,768,578, a decrease of 0.6% from 2015-16 and the identified local road grants of \$38,657,876 have been held to the same level as 2015-16. The identified local road component includes formulae based funding of \$32,858,876. The Special Local Roads Program has funding of \$5,799,000.

The Australian Government advised that there was a small underpayment of \$30,705 in the 2015-16 grants, due to rounding of the total grant pool. This amount will be added to the cash grants received by councils during 2016-17 in proportion to their approved 2015-16 distributions.

In summary, the total allocation to the Unley Council for the 2016-17 year consists of:

General Purpose Grant	\$	783,334	
Roads (Formulae Funding)	\$	368,768	
Roads (Special Local Roads Program)	\$	3333133	*
Total Estimated Grant for 2016-17	\$	1,152,102	
Add Adjustment for 2015-16 underpayment (GPG)	\$	213	
Add Adjustment for 2015-16 underpayment (ILRG)	S	0	
Total Cash Payable	\$	1,152,315	**

Monies provided under the Special Local Roads Program (Financial Assistance Grants) have been allocated for work on the following project:

^{**} Note figures above the Total Cash Payable figure have been rounded to the nearest dollar.

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

The Commission has an ongoing commitment to review the methodology used to assess councils' need for financial assistance and there have been a number of modifications to its methodology for 2016-17.

The Commission has completed the first part of a review of its Other Needs Assessment for 2016-17 and incorporated a number of changes to its assessment process to provide a more direct method of recognising expenditure need in relation to: cultural and tourism; environmental; and coastal protection expenditure. It has also reviewed the allowance provided for isolation, providing an increased recognition to rural councils with higher costs of providing services.

The grants are untied and will be paid in four quarterly instalments, with the first instalment recently paid. Further instalments will be paid in November 2016, February 2017 and May 2017.

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

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

Yours sincerely

Hon Geoff Brock MP

Minister for Regional Development Minister for Local Government

Minister for Local Government

September 2016

cc Mr Peter Tsokas, Chief Executive Officer



STEVEN GRIFFITHS MP

Member for Govder



6 September 2016

Mayor Lachlan Clyne City of Unley PO Box 1 UNLEY SA 5061

Dear Mayor Clyne LACHLAN,

Re: Local Government (Boundary Adjustment) Amendment Bill 2016

In early August the Minister for Local Government, Hon Geoff Brock MP, released a draft Bill and discussion paper on the proposal to amend the provisions for local government boundary adjustments and amalgamations within the Local Government Act 1999.

Staff of Minister Brock have provided me with a briefing and confirmed the intention to introduce legislation into the House of Assembly in November.

While the State Government and the Local Government Association of SA are seeking comment on the draft Local Government (Boundary Adjustment) Amendment Bill 2016 by 30 September, on behalf of the State Liberal Party I seek direct feedback from councils on the draft Bill, particularly in areas such as Minister initiated boundary adjustments and amalgamations, and the establishment of an independent Commission to undertake the assessment process and make recommendations to the Minister.

I also welcome your feedback on the LGA's 'Timeline for Boundary Adjustment' which states "in order to achieve boundary adjustments or council consolidation by March 2018, a series of actions must occur in the lead up" and includes a specific target for "at least one boundary reform must be complete or substantially progressed by the State Election (March 2018)".

Your comments and feedback by 30 September will ensure thorough debate occurs in relation to boundary reform. Please forward submissions to my Personal Assistant Kim Meier at kim.meier@parliament.sa.gov.au or phone 8237 9194 (Tues-Thurs) if you wish to discuss further.

Yours sincerely

Steven Griffiths Member for Govder

Shadow Minister for Local Government

Shadow Minister for Planning

whiteet meater No. Sec. Mu. 0 8 SFP 2016 For Into Action

Email



Timeline for

Boundary Adjustment

Due for completion in 2016

Due for completion in 2017

Due for completion in 2018

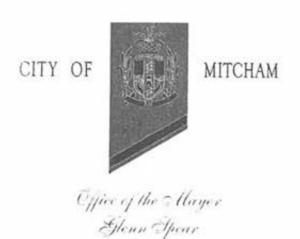
	June	July	Aug	Sept	Oct	Nov	Mar	Mar	Nov
OtG seem, permission to druit Bill									
LGA releases a discussion paper on the possible contents of guitelines that will assist in the assessment and implementation of boundary changes									
LGA, OLG and Boundary Commissioner must begin work on the development of the guidelines and regulations that will support the amendments									
Draft Bill issued for consultation. JGA consults on draft Bill with members and develops submission									
Results of the consultation on the discussion paper guideline contents is presented to LGA Board for endorsement, then submitted to Minister									
Bill introduced in House of Assembly (20 Sept 2016)									
Parliament passes the Bill into law and Act commences (20 Oct 2016)				Ī			ı		
Guidelines, which will be subordinate legislation, must be made.									
Application must be made by volunteer councils to the Boundary Commissioner for the process to begin									
At least one boundary reform must be complete or substantially progressed (State Election)									
Boundary adjustments to be implemented before local government elections (I.G Bections)									



Timeline for Boundary Adjustment

In order to addieve boundary adjustments or council consolidation by March 2018, a series of actions must occur in the leadup. The rable below sets out the program of work and smellines by which the actions must occur.

November 2019	Action	By whom	Comments
- Local Government Elections government elections	Boundary adjustments to be implemented before local government elections	Vo unteer councils	New structures are required to be in place to for new council boundaries at the 2018 local government election.
March 2018 State Election	At least one boundary reform must be complete or substantially progressed.	Volunteer councils Boundary Commissioner	Noting that processes can also be initiated by communities and the Minister for Local Government.
March 2017	Application must be made by volunteer councils to the Boundary Commissioner for the process to begin	Volunteer councils Communities	12 months has been provided for the process of assessing and consulting on boundary adjustments.
November 2016	Guidelines, which will be subordinate legislation, must be made.	Government	Work on these guidelines can occur concurrently with the passage of the Bill
20 October 2016	Parliament passes the Bill into law and Act commences	Partiament	Based on the Parliamentary sitting program, this assumes a swift passage through both Houses.
20 September 2016	Billintroduced in House of Assembly	Government	
August/September 2016	Results of the consultation on the discussion paper guideline contents is presented to LGA Board for endorsement, then submitted to Minister	iGA	LGA to convene a special meeting of the Board to meet the timeframe, if required
July-August 2016	Draft Bill issued for consultation LGA consults on draft Bill with memoer councils develops submission.	Government LGA	Bill must be available at the beginning of July to enable at least 6 weeks of consultation.
July 2016	LGA,OLG and Boundary Commissioner must begin work on LGA,OLG and Boundary. The development of the guidelines and regulations that will Commissioner support the amendments.	LGA,OLG and Boundary Commissioner	Significant consultation will be required, resolutions to industrial relations and financial assistance grants implications to be worked through.
June 2016	LCA releases a discussion paper on the possible contents of guidelines that will assist in the assessment and implementation of boundary changes.	LGA	The LGA has substantially commenced this work.
June 2016	OLG seeks permission to draft Bill	Government	Completed



7th September 2016

Dear Mayor and Councillors

The City of Mitcham is once again pleased to nominate Cr. John Sanderson for a position on the Local Government Finance Authority (LGFA) Board.

Cr. Sanderson has been active in local government for twenty seven years and has a solid background in the skills and expertise required within the finance industry to represent and contribute to the LGFA Board.

Cr Sanderson has served on the LGFA Board for the past twenty-four years originally as a Deputy Trustee and elected by the local government community for the past twenty-one years. During this time the LGFA has achieved some outstanding results for the benefit of Councils across South Australia.

Cr Sanderson's Curriculum Vitae (CV) is attached to the voting papers for your information and he is willing and able to represent local government on the Board of the LGFA.

We would appreciate your Council's support for John's re-election.

Yours sincerely

fitteino

Glenn Spear MAYOR

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Application Ho.

Duc. No.

100 SEP 2016

Class.

Third Internal Carol Growland.

OFFICE OF THE LORD MAYOR

Mayor Lachlan Clyne City of Unley PO Box 1 UNLEY SA 5061

Dear Mayor Clyne

\$12 million City of Adelaide Bike Infrastructure Investment

I would first like to thank you for your time in discussing the recent announcement in relation to bike infrastructure in the city.

As you are aware, on 27 July Adelaide City Council (Council) and State Government announced a \$12 million partnership to transform the city experience for existing and new bike riders.

This is the largest single investment in bike infrastructure in the city for many decades, and will support the State and Council transport and movement targets to double the number of people cycling by 2020. It also strongly aligns with the vision for Adelaide to be Carbon Neutral by 2050, as well as the City of Adelaide's Strategic Plan 2016-2020 vision of being a Smart, Green, Liveable and Creative City.

The \$12 million partnership will deliver the following:

- The north-south Frome Bikeway between Greenhill Road and Fitzroy Terrace linking Rugby-Porter and Glenside bikeways (City of Unley and City of Burnside) to the south, and Braund Road and Prospect Road bikeways to the north (City of Prospect). As part of this project, the existing separated section of Frome Bikeway between Carrington Street and Pirie Street will also be reworked to allow for four lanes of traffic during peak periods.
- An east-west bikeway linking Beulah Road and William Street bikeways (City of Norwood, Payneham and St Peters) to the east, and Westside and Airport bikeways to the west (City of Charles Sturt and City of West Torrens)
- A point-to-point Adelaide public bike share scheme, with \$1 million committed to commence the investigation and initiation of infrastructure for a scheme in the City of Adelaide, with a future vision for this to expand to the adjoining suburbs.

I am very excited about our partnership with the State Government, and I am keen to continue working with adjoining councils to ensure that the bikeway connections to and from the city encourage and support more people to ride bikes safely and comfortably.

Last year Council staff contacted your transport teams regarding an options study for a sophisticated public bike share scheme for Adelaide, and this provides a great base from which to develop a high-quality scheme that extends into the surrounding suburbs.

Extensive consultation will commence later this year on the north-south and east-west bikeway designs and public bike share proposals, and your council is an important and key contributor to these discussions.

In the near future I will send you a formal invitation to a bike summit to take place on the 12th of October to initiate these discussions, and I welcome your support as we work together to create a world-class bike-riding experience in Adelaide.

Should you wish to discuss these projects further please do not hesitate to contact me.

Yours sincerely

Martin Haese

LORD MAYOR

7 September 2016



THE ORDER OF AUSTRALIA ASSOCIATION

SOUTH AUSTRALIAN BRANCH ABN 40 008 612 664

Patron: His Excellency the Honourable Hieu Van Le AC, Governor of South Australia

19th September, 2016.

Mayor Lachlan Clyne, City of Unley, 181 Unley Road, Unley. SA 5061.

Dear Mayor Lachlan,

On behalf of the South Australian Branch of the Order of Australia Association I write to convey our heartfelt thanks to you, your colleagues and staff for your commitment and efforts as we celebrated the honours awards bestowed on new recipients both on Australia Day and the Queen's Birthday in 2016.

As you will recall when we first discussed the concept – at a function on a Saturday where we had been invited to celebrate the Chinese New Year – it was yet to be proven in the format that we both envisaged. As we look over the 2 events jointly hosted with your Council, it has been a resounding success. That has been in part as a result of the partnership between yourself, your team and particularly Carol and our team.

I have personally appreciated the support that you have provided to me and the Association both in the lead up discussions and during each event. Your words of welcome have been appreciated as has your ability to contribute very appropriately in words to the evening. I have also appreciated the way in which you have moved about and engaged with those present when the opportunity arose.

From what was a good but untested idea we now have a blueprint that we can take to other parties to seek a partnership with them where we jointly recognise newly appointed recipients on each occasion during a year.

Di and I have appreciated the time we have spent with you in arranging the events and holding them and we wish you the very best for the future.

Yours faithfully,

Ken Coventry OAM, JP.

Chairman

MAYOR'S REPORT

TITLE: MAYOR'S REPORT FOR MONTH OF

SEPTEMBER 2016

ITEM NUMBER: 612

DATE OF MEETING: 26 SEPTEMBER 2016

ATTACHMENTS:

1. MAYOR'S REPORT ON TRIP TO FRANCE

2. FUNCTIONS ATTENDED

RECOMMENDATION

MOVED:

SECONDED:

That:

1. The report be received.

CALENDAR OF EVENTS

DATE	FUNCTION	
AUGUST		
Monday 22 nd	 Opened new Playgroup Haslop Reserve MLGG Executive Committee Meeting 	
Wednesday 24 th	Presentation of SALA Awards at Living Choice	
Thursday 25 th	PLEC Meeting	
Friday 26 th	Opening of New Outdoor Learning Areas – Concordia College	
Monday 29 th	Presenting at National Ageing Workforce Forum – Sydney – report will be presented in October on this	
SEPTEMBER		
Saturday 3 rd	Opening of Sturt Bowling Club	
Monday 5 th	Citizenship Ceremony Royal Show	
	EM Briefing	
Tuesday 6 th	Citizenship Ceremony Royal Show	
Wednesday 7 th	Citizenship Ceremony Royal Show	
	Regional Planning Board MLGG Workshop	
	 Quarterly Meeting of Mayors, CEOs and Centennial Park 	
Thursday 8 th	Citizenship Ceremony Royal Show	
	Walford Excursion	
	 Greek Pensioners and Aged Society of SA/NT Father's Day Luncheon 	
Friday 9 th	Citizenship Ceremony Royal Show	
	Shandong Inbound Delegations – Showgrounds	
	Royal Adelaide Show Official Luncheon	
	 William Light R-12 School Official Launch of the 	
	Confucius Classroom	
Saturday 10 th	 Ganesha Festival – Unley High School 	
Monday 12 th	Council Meeting	
Wednesday 14 th	Mayor's Luncheon Mitcham	
	MLGG Meeting	
0.	Grants Presentation evening	
Thursday 15 th	Centennial Park Presentation to Council	
Friday 16 th	RDA Adelaide Board Meeting	
	Hosted Order of Australia Function Civic Centre	
Monday 19 th	Fish Tank – Concordia College	
AL	EM Briefing Presentation	
Tuesday 20 th	Opened the Age Friendly Cities Forum – Civic Centre	
Wednesday 21 st	 Hosted Mayor's lunch to discuss SANFL Clubs and Councils 	

DATE	FUNCTION
Thursday 22 nd	PLEC Meeting
Saturday 24 th	Opening of Eyebrow Studio on Unley Road
Sunday 25 th	Attended SANFL Grand Final Luncheon Adelaide Oval

During the month I also met with various Ministers, Community Members, Elected Members and staff, on a variety of subjects.

Mayor's Report Centenary Commemoration Trip to Pozieres 19 July – 5 August 2016

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Introduction

This is my report to Council related to the Centenary Commemoration trip to Pozieres.

Background

In 1914 World War One was declared on the 4th of August and shortly thereafter the 27th Battalion was raised. As is recorded in the official history of the 27th Battalion, *The Blue and Brown Diamond,* It was early ascertained that a great number of the men allotted to the Battalion were from the suburban City of Unley, and in recognition of this fact the 27th was adopted as "Unley's Own".

In 2012 a number of Councillors began to cultivate a relationship with Alliance Française de Adelaide (AFA) which is located off Goodwood Road in Wayville. These Councillors worked with the then director of AFA Jean-Christophe Trentinella and Unley Council staff culminating in the French Christmas Markets moving to the Unley Soldiers Memorial Gardens. This event has now grown to become the second largest event in Unley.

In recognition of the City of Unley's connection with the 27th Battalion, the Mayor of Pozieres invited me as the Mayor of Unley, to participate in the centenary commemorations of the Battle of Pozieres in July 2016. With the aid of AFA Unley Council were able to communicate with the Mayor of Pozieres about this opportunity. During this time two related issues were brought to Council for consideration, endorsement or rejection.

In September 2014 it was recommended that the Unley Council enter into a Memorandum of Understanding with the Town of Pozieres to enter into a "Historical Partnership". The Unley Council unanimously agreed to this.

In August 2015 it was recommended that Unley Council approve travel costs to the value of \$1,000 for the Mayor of Unley to attend in light of the Historical Partnership that exists between the two civic communities. Council deferred the matter and in September agreed to fund \$6,500 worth of travel costs to attend the commemorative services in relation to the Battle of Pozieres. Upon a division being called on the vote the minutes reflect that it was supported 8 to 1.

It is worth noting that because of the relationship with AFA and Town of Pozieres:

- The Unley Soldiers Memorial Gardens was the primary venue for the French Vigil after the Paris attacks;
- 2. The secondary venue for the Nice attack vigil;
- The venue for the presentation of the Pozieres Bayonet to the State of South Australia,
- 4. Invited to participate in "Creative France South Australia";
- 5. Received a delegation from Senator Louis Duvernois in the Mayor's Parlour;
- Received a delegation from the French City of Le Havre in the Mayor's Parlour:
- 7. Developed an invest in Unley brochure translated into French;
- 8. Met with the State Government representatives and Honorary French Consul;

Talking to local businesses about being "French Friendly"; and
 Home of the State's first French/English bilingual primary school (Highgate PS).

Wattway by Collas

In February 2016 the French Environment Minister announced the French Government would construct 1,000km of "Wattway". Wattway is a product that embeds solar panels into roads. 20sqm of Wattway generates enough solar energy to power the non-heating energy needs of a home and 1,000km generates enough power for 5 million people or 8% of Frances population.

Prior to leaving Unley, arrangements were made to meet with representatives from Colas to discuss their Wattway product at their facility outside of Paris.

Whilst Colas has an office in Sydney, Wattway has not been constructed anywhere in Australia.

My meeting at their office was with Pierre Trotobas and Nicolas Grigilio who are responsible for overseeing the Oceania, North American and European markets.

Wattway is currently in the pre-industrial production phase and Colas are looking to partner with interested governments to install trial sites in the intervening period. The total cost of a trial site depends on a number of factors. A cost bandwidth is between \$170,000 and \$250,000 for 20sqm.

I delivered several copies of the Une Communaute de Possibilites.

Alliance Française

Prior to departing it was arranged for me to meet with the Secretaire General of Alliance Francaise, Bertrand Commelin and the Deleguee Amerique du Nord Oceanie Formation, Isabelle Morieux at the Head Office of Alliance Française in Paris.

At the meeting I explained the historical connection between Unley and Pozieres, the relationship between Unley Council and AFA, the then recent announcement of the DCNS submarine contract, and the possibility that Highgate Primary School would be South Australia's first bilingual French/English school. I then quickly suggested they should fund two positions which to my delight they said they would take into consideration.

Globally the Alliance Française have over 850 centres across 137 countries. There are half a million students worldwide, 17,000 cultural events annually attended by 6 million people. AF have a turnover of \$200 million p.a.

I delivered several copies of the Une Communaute de Possibilites.

DCNS

I delivered several copies of the Une Communaute de Possibilites to their office in Paris.

Le Harve

Prior to departing Adelaide it was arranged that I would meet with representatives of the City of Le Havre whilst in France. We had received a delegation from Le Havre in Unley earlier in the year that was in South Australia commemorating a significant anniversary of the famous French naval explorer Captain Boudin. Whilst the Le Havre delegation was in South Australia I presented them with an SANFL Sturt football to which their Deputy Mayor smiled and said their Soccer team had the same double blue colours.

Le Havre is a coastal city with a population of approximately 100,000 residents. It is one of the oldest ports in Europe, dating back 500 years and is rich in maritime culture.

My time at Le Havre was spent a third at a meeting in their City Hall, a third at their local senior school and a third being driven around the city. I delivered several copies of the Une Communaute de Possibilites to the representatives from City Hall and the School.

Meeting at City Hall

At the City Hall meeting in Le Havre we discussed the various similarities and differences in the roles and responsibilities of Local Governments in France and South Australia. Their Local Governments are more political and have a larger role to play in areas such as education and transport.

Meeting at St Joseph's

As an example of their involvement in education I was taken to St. Joseph's Senior School. Their involvement in schooling was described as a public – private partnership. St. Joseph's (St Jo's) is funded partly by the City of Le Havre and partly by the Catholic Church. This school was founded in 1872 just a few years before the opening of the Unley state school in 1879. Both St Joseph's and Unley share a similar double blue school colours.

Director (Principal) Guillaume Demeillers, explained the investment currently going into the school which would see significant upgrades to about 60% of the buildings. With the first project having commenced construction workers were at the school.

St Jo's has an extensive international language program. All students are expected to learn English and a third language. As such this school has an extensive network of sister schools across the globe.

- 33 partners in 17 countries,
- · School exchange trips to more than 10 destinations for year 6-12 students,
- Programmes offering the option of a single trimester abroad,

Tour of Le Havre

The city centre of Le Havre was completely destroyed during the Second World War. The redesign of the city was completely handed over to August Perret in 1950 and the city is now claimed by UNESCO as a world heritage site.

The city was described as going through a renaissance. As a port city it has an industrial edge and holds the mantle of having the most protests every year. This led to some negative perceptions of the city which the Council has been working hard to shift. There are 5 museums, a visual arts library, and a 1,000 seat theatre. With 499 years of history, this city has strongly influenced many poems, novels and paintings. Many of the old wharves have been bought by developers and turned into significant shopping districts and residential facilities.

Pozieres

Friday the 22nd July

I attended an "unofficial" remembrance service at Pozieres. The Pozieres Remembrance Association and Town of Pozieres put this service on for the benefit of the "regular" attendees of Pozieres who felt unable to participate as completely as they would like due to the Commonwealth's involvement in the centenary commemorations. I laid a wreath on behalf of the soldiers of Unley and for the 27th Battalion. I met a number of South Australians who wished me to pass on my thanks to the Council for recognising the importance of this battle.

Saturday the 23rd July

With Roads blocked to traffic from 10am I made my way into Pozieres early in the morning and participated in a number of events prior to the official commemorative service.

Opening of the New Pozieres Town Hall

The opening of the new Pozieres Town Hall was conducted with the cutting of a ribbon by Mayor Delattre followed by refreshments in the new building. It was explained the Commonwealth Government had contributed towards the funding of the public toilets in the building. The feeling amongst some in attendance that I spoke with was that this was seen by the French as a backhanded compliment. A few years earlier there had been prior negotiations to fund a more significant World War One interpretive centre at Pozieres until a falling out between various government officials.

Presentation of the Légion d'Honneur

During the refreshments the French Government awarded the Légion d'Honneur to Australians Barry and Von Gracey for their efforts in promoting Pozieres in Australia. This presentation received significant attention with media crews and by chance I somehow found myself standing next to Von and even picking up her speech from the floor after she dropped it and didn't know where it had floated to.

Reinterring three Unknown Australian Soldiers

The stupidity of this war is painfully evident today through the continual discovery of soldiers from all combatant armies. Most recently three Australian soldiers were discovered by a French farmer and after a significant amount of DNA testing and research was unable to determine their identities representatives from across Australia's Armies conducted the military funeral for each of them in Pozieres Cemetery.

With assistance from the President of Alliance Française d'Adelaide Brian Lahey I was interviewed at the conclusion of the funeral by Picardi Radio and Channel 3 TV. I explained the connection between Pozieres and Unley through the 27th Battalion.

Centenary Commemorative Service

The official commemorative service was not as well attended as organisers first envisaged perhaps due to the perception that it would be incredibly crowded and busy. As fate would have it I unknowingly positioned myself next to the relative of the soldier who was carrying the colours of the 27th Battalion during the service.

I was able to lay a tribute during the service at the appropriate time for the soldiers from Unley and for the 27th Battalion. I then received a few text messages from Australia from people who had seen me whilst watching the service live on television where it was airing at midnight. I guess some people can't sleep well! Again, most of the messages were of congratulations to the Council for recognising the sacrifices made 100 years ago by members of the community.

After the service I met the Deputy Mayor and CEO at the monument where we again laid a tribute.

I then sought out the representative from the Army who was tasked with holding the colours of the 27th Battalion during the service (whose relative I had stood next to). The Army representative was none other than Courtney Griffiths who I had served with during my time with the Army Reserves.

Sunday the 24th July

In the morning a special bilingual service was held at the only Church in Pozieres with a Minister from St Johns Anglican Church in Ku-ring-gai NSW, jointly celebrating the mass with the parish priest. Ku-ring-gai's connection with their 18th Battalion is similar to Unley's connection with the 27th. The historic link between those two localities was officially recognised with a Sister City Agreement in June 2014. However; Ku-ring-gai Council is slated to be amalgamated with Hornsby Council and that agreement may not be recognised in future. The 18th Battalion assaulted on a right flank of the 27th Battalion. The Church service was attended by around 20 parishioners from the St Johns along with the Governor of NSW.

The Church service was immediately followed by the commissioning of the new Pozieres School Hall. This School hall is yet to be built. Money has been raised for the school by the St Johns parish and a local school in the Ku-ring-gi area and this is the reason the Governor of NSW was in attendance.

Tuesday the 26th July

French Australian School Project

I arranged the day prior to meet with the Deputy Chairman of the Pozieres French Australian Schools Project, John MacColl. John had heard about Unley and about the possibility of Unley High School and Highgate Primary School becoming the bilingual schools. The discussion reinforced in my mind the importance to a future French expatriate community of having a bilingual school in Unley.

Visited a number of villages at which the 27th Battalion spent time prior to and after the Battle of Pozieres.

Places the 27th Visited Before the Battle of Pozieres

- Warloy-Baillon
 - Addressed by General Birdwood prior to battle
 - o Intense training activities in trench warfare
- Albert
 - Last major town before entering the battle
- Lochnagar Mine
 - Site of the mine which upon detonation on the 1st of July signalled the beginning of the Battle of the Somme.
 - 27th as part of the 2nd Division spent their last slept here before entering the trenches and relieving the 1st Division at the Battle of Pozieres.

Places the 27th Visited After the Battle of Pozieres

- La Vicogne
 - First town the 27th rested in after leaving the front line
- Fieffes, River Nievre
 - Location where Colonel Dollman handed over command to Colonel Sloane
- Montrelet
 - o Training
- Rebempre
 - o Rest
- Harponville
 - General Birdwood presented medals to various soldiers of the 27th Battalion for actions during the Battle of Pozieres

Wednesday and Thursday the 27th and 28th July

In Le Havre

Friday the 29th July

It was recommended to me that I should visit La Tommy Café in Pozieres where the owner had collated the names of all 40,000 Australians who had fought in the Battle. I was then able to copy a complete list of the names of the soldiers from the 27th Battalion who had died during the battle and the location of the cemeteries at which they were buried. I roughly put these names onto a spreadsheet.

I deduced that 131 soldiers from the 27th Battalion were killed at the Battle of Pozieres with almost all deaths occurring from the assault on the night of the 4th of August 1916.

I expected most of the soldiers to be buried together. Soldiers who had trained together and been through incredible hardship should surely be laid to rest side by side. I was amazed to learn that the largest concentration of 27th Battalion members was at Courcelette British Cemetery at which no more than nine of the 131 are buried. Indeed the soldiers of the 27th are buried across 19 Cemeteries with only two soldiers buried at Pozieres British Cemetery itself.

More startling was the realisation that the bodies of over half of the soldiers killed from the 27th were never recovered and remain un-located in the ground to this day.

The 27th Battalion had a very special role to play in the Battle of Pozieres as they were tasked with taking the windmill itself which sat on the high point just north of the town. Their axis of advance was from the town itself along the left hand side of the Pozieres- Bapaume Road across a stretch of open ground about 300 to 500 metres with a front about 300 metres wide. It is in these 1-1.5 square kilometres that the 73 unaccounted for bodies of the 27th Battalion are to be found.

Saturday the 30th July

Private Bosisto was one such soldier whose body was discovered by a local farmer in the mid-1990s in the stretch of land before mentioned which is 300m wide alongside the Pozieres to Bapaume Road, between the edge of Pozieres and the windmill.

His body was laid to rest by members of the 10th 27th Infantry Battalion in Courcellete Cemetery and I visited his and the other graves of the 27th. I then visited Purchevillers British Cemetery, Warloy-Baillon Commonwealth Cemetery, Serre Road Cemetery, London Cemetery, Gordon Dump Cemetery and Pozieres Cemetery to locate as many of the soldiers of the 27th Battalion as possible in order to pay my respects to their sacrifice.

Just prior to departing I learnt from my Nanna that my great great Uncle had been killed in France during the Second World War and that to her knowledge no one from the family had been able to visit his grave to pay their respects.

As I visited the graves of the members from the 27th Battalion it struck me that for some of them, I might have been the first person to visit their grave.

Saturday the 30th July

Visited the 2nd Division Memorial at Mont St Quentin. The 27th Battalion were one of twelve Battalions that made up the 2nd Division. Originally the 2nd Division memorial was at the site of the Windmill at Pozieres but it was moved to Mont St Quentin in the 1930s. I laid a tribute to the 27th Battalion here.

Sunday the 31st July

The descendants of Pte Francis Hegarty asked me to take a photo of his headstone whilst at Pozieres. Pte Hegarty was killed on the 8th of August during the Battle of Pozieres. Unfortunately Pte Hegarty's body was never recovered so there is no headstone. His name is inscribed on the Australian War Memorial at Villers Bretonneux which is dedicated to all the soldiers whose bodies remain where they fell during the battles of the Western Front. I went to the memorial and took photos of where his name is inscribed on the wall for them.

Wednesday the 3rd August

I met with the Mayor and Deputy Mayor of Pozieres to discuss the relationship between Unley and Pozieres. We discussed memorials, schooling and the relationship between the two communities.

Memorials

I expressed that during my time I had come to further realise the unique situation that the City of Unley finds itself in. The City of Unley has a Battalion it adopted which played a significant part in the Battle of Pozieres. Australians are not great at recognising their history and at a local level this is a piece of history which would be appropriate to perpetuate both in Unley and at Pozieres.

Schooling

Pozieres is the location of the French Australian School Project. This project will centralise the Primary schools from the region to Pozieres and will centralise the senior schooling into the town of Albert. I told them that I was aware that Highgate Primary School (located in Unley) is on the short list of schools to become South Australia's first French-English bilingual primary school.

Relationship Between the Two Communities

The Mayor of Pozieres explained that his town was small and as such has a small amount of resources. As Mayor he is also the policeman and marriage celebrant. He isn't paid and there is one staff member who works part time. He asked if we would also consider a relationship between Unley and the Town of Pozieres which has a population of 10,000 people.

Thursday the 4th August

The most significant day for Unley is the 4th of August because this is the day on which the 27th Battalion played their crucial role in the successful attack against the German lines in which they took the windmill at Pozieres. This is the event which resulted in the death of the majority of the 131 soldiers of the 27th Battalion. It is worth remembering that a further 300 men were wounded which was almost half of the Battalion.

I managed to create an order of service on my phone which was then able to be printed at the accommodation, the wonders of technology a century after the battle!

The service was attended by the Mayor and Deputy Mayor of Pozieres, the farmer who had discovered Pte Bosisto's body and who still owns the land in which there are so many soldiers from the 27th. The service was expanded to allow other Australian's who had relatives from the 26th Battalion to participate.

At the conclusion of the service a bus load of Australians arrived and I was asked to explain the involvement of the 27th Battalion to them. The father of Sturt football club's operations manager Shane Grimm was part of this group.

The Mayor of Pozieres then drove me to his Town Hall and we exchanged gifts. He has asked for a painting of Unley to be sent to him so that it can be hung in their entrance.

This concluded the commemorations.

Recommendations

Recommendation, Wattway by Colas

 The City of Unley staff make contact with representatives from Wattway by Collas to further scope a Wattway Project in Unley and bring back to a Council workshop their findings. Discussions should identify what conditions make any potential site an appropriate location for Wattway, the expected cost of a project and any other details the CEO and staff think necessary.

Recommendation, Alliance Française

 Send a personalised letter to the Secretary General of Alliance Française keeping him directly informed of associated activates between the City of Unley and AFA as well as any other initiatives between the Council and French community in Unley.

Recommendation, DCNS

- Meet with DCNS representatives in Australia to keep them informed of the City of Unley's relationship with AFA to encourage future workers to choose to live in the Unley Council area.
- Meet with appropriate State Government officials to collaborate on making Unley the "French Quarter" in South Australia.
- Work with local Unley Businesses to encourage them to be aware of the future French migrants who we aim to bring into the Unley area and consider such things as having menus written in French or simply a welcome sign written in French on the front door.
- Consider how our community centres. Museum and libraries can assist in making French families feel welcomed into the Unley community.

Recommendation, Le Havre - Schooling

 The Mayor of City of Unley visit the Principles of Concordia and Walford Colleges and Unley High School and explain the opportunities of exploring a sister school relationship with St Joseph du Havre.

Recommendation, Pozieres

- Send painting to the Mayor of Pozieres to be displayed in the Pozieres Town Hall.
- Commemorate the relationship between Pozieres and Unley in the Unley Civic reception area.
- Facilitate a sister school relationship between the Pozieres French Australian School and Highgate Primary School.
- 4. Investigate a relationship between the City of Unley and the Town of Albert.
- 5. Investigate a memorial to "Unley's Own" the 27th Battalion which explains the relationship between the City of Unley and the 27th Battalion and the role that the Battalion played in the Battle of Pozieres at:

- a. Unley Soldiers Memorial Gardens or some other suitable location in Unley Council
- b. An appropriate location in the area from the edge of the Town of Pozieres to the windmill along the left hand side of the road on which the 27th Battalion fought.

Key Outcomes

Commemoration

The memory of those who were killed and wounded from Unley and from our adopted Battalion the 27th was honoured.

Relationships

The relationship between the City of Unley and the Town of Pozieres, City of Le Havre, DCNS and Alliance Française was strengthened with additional new opportunities between schools in the respective areas. Also the great opportunity to be the "French Quarter" of Adelaide with increased awareness of the Unley Council areas and its interest in and relationship with France.

A number of people at Pozieres who wanted to thank Council for their sincerity in respecting the sacrifices made by soldiers was very evident.

Media

French T.V and radio interviews. Australian broadcast of the Pozieres Commemorations.

Attachments

Attachment 1 - Historical Partnership with Pozieres

Attachment 2 - Council endorsement to attend Pozieres commemorations

Attachment 3 - Une Communaute de Possibilities

Attachment 4 - Wattway Technical data Sheet

Attachment 5 - St Joseph's School

Attachment 6 - Battle of Pozieres Commemoration Service

Attachment 7 - List of 27th Battalion soldiers Killed at Pozieres

Attachment 8 - Location of graves of 27th Battalion Soldiers

Attachment 9 - Letter from Descendants of Pte Hegarty

Attachment 10 - Order of Service for 4th Aug 27th Battalion Service

Attachment 11 - Original orders to the 27th Battalion for the Battle of Pozieres

Attachment 12 – Map showing axis of Advance given to 27th Battalion to take the Windmill

Attachment 13 - Explanation of the logo of Pozieres which is the Windmill

ITEM 1258 PROCUREMENT – ELECTRICITY RETAILER

MOVED: Councillor Boisvert SECONDED: Councillor Hudson

That:

- The report be received.
- The Chief Executive Officer be authorised under the current Procurement Policy to negotiate directly with Electricity Retailers seeking to secure an improved value for money solution for Council in relation to electricity charges for public lighting.

CARRIED

ITEM 1259 BROWN HILL KESWICK CREEK STORMWATER PROJECT GOODWOOD JUNCTION

See page 6 of the minutes.

ITEM 1260 HISTORICAL PARTNERSHIP WITH POZIÈRES

MOVED: Councillor Schnell SECONDED: Councillor Lapidge

That:

- The report be received.
- The draft Memorandum of Understanding (Attachment 1 to Item 1260/14) be endorsed, subject to any amendments by the Mayor of Pozières.

CARRED UNANIMOUSLY

Councillor Boisvert left the meeting at 8.51pm returning at 8.53pm during debate on the above Item.

APOLOGIES

Mayor Lachlan Clyne Councillor John Koumi Councillor Mike Hudson

CONFLICT OF INTEREST

Nil

ITEM 248** DEFERRED ITEM 222 – COUNCIL 24 AUGUST 2015 – BATTLE OF POZIERES CENTENARY

MOVED Councillor Lapidge SECONDED Councillor Hewitson

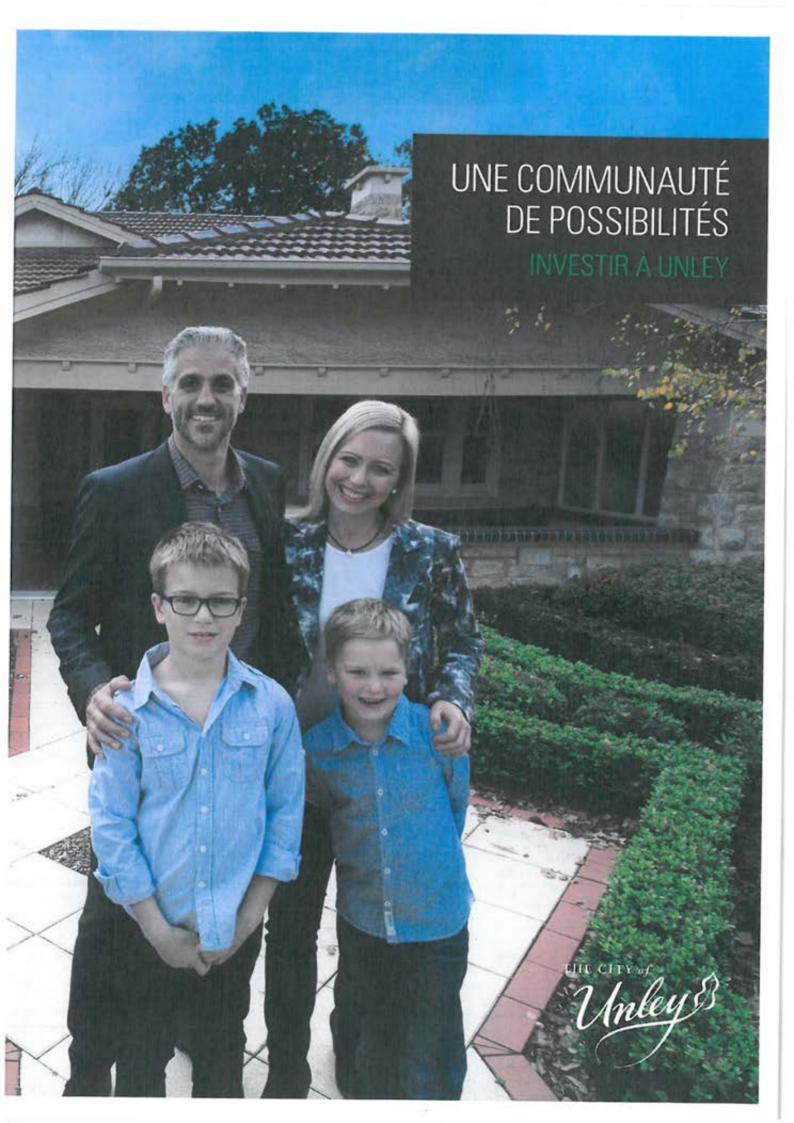
That:

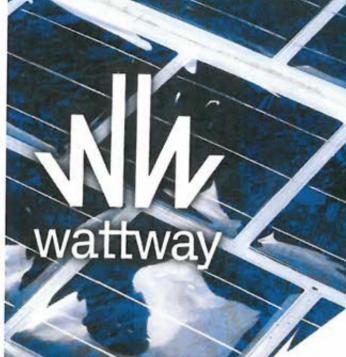
- The report be received.
- Council approve in principle for the Mayor to represent the City of Unley, in light of the Council's Historical Partnership with Pozieres, in France and Belgium in July 2016, for the centenary commemorations of the Battle of Pozieres and approve associated travel costs.
- Council approve in principle to provide financial support to Unley students going to France for the centenary commemorations to submit an expression of interest for joining the Mayor for the centenary commemorations in Pozieres and that Council provide a grant of up to \$1,000 towards their travel costs.

Councillor Hughes MOVED an AMENDMENT, SECONDED by Councillor Palmer

That:

- The report be received.
- Council approve for the Mayor to represent the City of Unley, in light of the Council's Historical Partnership with Pozières, in France and Belgium in July 2016, for the centenary commemorations of the Battle of Pozières and approve associated travel costs to a limit of \$6,500.
- Any Elected Member wishing to travel to France and/or Belgium for the commemorative activities in July 2016 must do so at their own expense.





Technical Datasheet



Fields of use

In urban areas, at the heart of the energy challenge, Wattway is a genuine solution for "Smart Cities", the aim of which is to design a different kind of city, one that is more integrated and participative, by pooling local resources (energy, parking areas, local services, etc.).

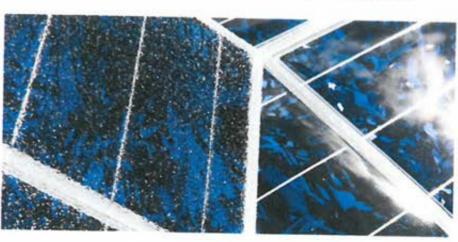
In isolated areas, where low population density greatly increases the cost of connecting to the grid, Wattway provides a local, long lasting, short-circuit source of electricity.

Wattway is an original alternative energy solution for roads, bike paths, shopping centers, airports, public transportation infrastructure, and more.

The Wattway solar road is one of the cornerstone of the energy mix in the city of tomorrow, making for easier, more sustainable city living.

THE ADVANTAGES OF WATTWAY

- First trafficable photovoltaid road surface
- Produces electricity close to concumer locations
- Turnkey solution that adapts to your needs
- Optimizing land resources which are rare in cities and highly valuable in farmland









Technical Datasheet

Presentation

Colas has invented the solar road in partnership with the National Solar Energy istitute.

For the first time ever, roadways are now able to produce electricity, while fully preserving their original role as a vector for vehicle traffic.

Designed to last for the long run, the very thin, heavy-duty, skid resistant photovoltaic panels are simply glued to the existing road.

Protected by three patents, the groundbreaking technology gives roads a new functionality: producing clean, renewable energy.

Technical features

TECHNICAL CHARACTERISTICS	WATTWAY
Dimensions of a module	1730mm x 690mm *other dimensions possible after study
Production surface/module	1.20 m ²
Number of active cells	36
Nominal Power (Pnom)	148 Wc
Average Yield (module)	13%
Maximum power point Voltage (Vmpp)	18,2 V
Maximum power point Current (Impp)	8.14 A
Open circuit voltage (Voc)	22.5 V
Short circuit current (Isc)	8.5 A
Maximum voltage of system	60 V
Power Temp. coefficient (Pmpp)	-0.43 % / °C
Tolerance (module)	± 5%
Connector	IP68
inverted Current max A	15
Number of bypass diodes	2

- 1 Under standard test conditions (1000 W/m² sunlight, AM 1.5, 25°C)
- 2 Based on average yield of nomial power production

MECANICAL SETTINGS	WATTWAY
Impact resistance	IK 07
Cells	Silicium mono-like
Weight	9 kg
Road performance	1 million wheel passages (13T per axle)
Gripping test	SRT - PFT, CFL, Wehner &

The surface on which Wattway is applied must have the following prerequisities:

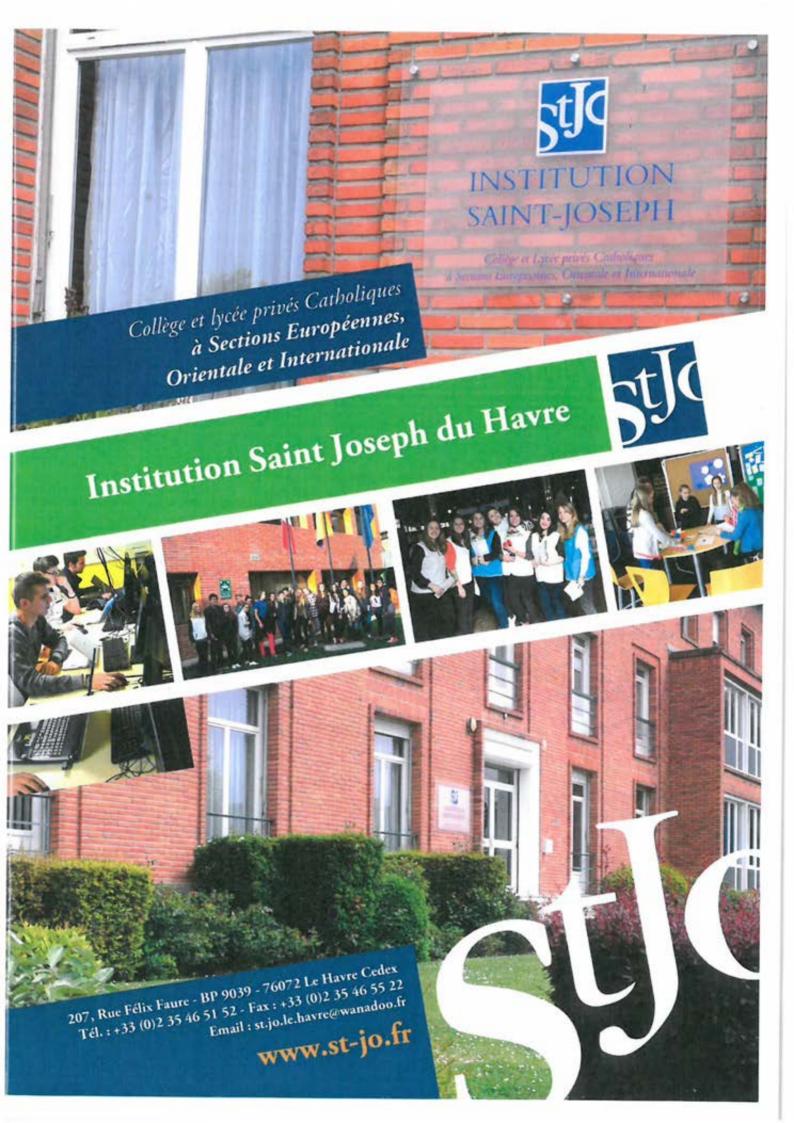
- [] Good overall condition
- Adequate design of existing pavement structure
- Proper texture of the existing surface
- Conpliance with specific application conditions

All projects must be approved by the Colas technical network.

Wattway module diagram





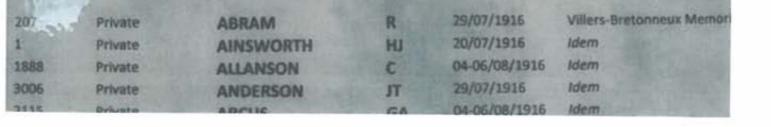


4051	Private	ADAMS	LR	04/08/1916	Courcelette British Cemetery
2551	Private	ALEXANDER	HL	04/08/1916	Villers-Bretonneux Memorial
974	Private	ASPINALL	JR	05/08/1916	Idem
499	Private	ATKINS	RJ	04/08/1916	Idem
3011	Private	BAKER	WH	05/08/1916	London Cemetery and Extension
270	Sergeant	BATES	EW	07/08/1916	Puchevillers British Cemetery
2334	Private	BEATTIE	AR	29/08/1916	Warloy-Baillon Com. Cem. Ext.
2332	Private	BELL	LA	04/08/1916	Villers-Bretonneux Memorial
744	Private	BENSON	Н	11/08/1916	Boulogne Eastern Cemetery
746	Lance Corporal	BERZIN	G	04/08/1916	Serre Road Cemetery n*2
	Lieutenant	BOORN	RH	19/08/1916	Etaples Military Cemetery
4070	Private	B. MWICK	R	04/08/1916	Villers-Bretonneux Memorial
1038	Private	30 STO	RG	04/08/1916	Courcelette British Cemetery
3335	Private	POURKE	T	04/08/1916	Villers-Bretonneux Memorial
2334A	Private	BOWLEY	AW	10/08/1916	Abbeville Communal Cemetery
2453	Private	BRANFORD	LW	04/08/1916	Courcelette British Cemetery
1894	Private	BRITTENDEN	F5	04/08/1916	Villers-Bretonneux Memorial
272	Private	BROOKS	JE	05/08/1916	
1895	Private	BROWN	DV	06/08/1916	Idem
1899	Private	BUTTERICK	LM	04/08/1916	Warloy-Baillon Com. Cem. Ext.
1824	Private	CALDER	HG	05/08/1916	Villers-Bretonneux Memorial
3047	Private	CALLANDER	AS	04/08/1916	Idem Idem
43	Private	CHALKLEN	TW	30/07/1916	
3057	Private	CHOAT	JH	04/08/1916	Gordon Dump Cemetery
52	Private	CLARKE	AJS	30/07/1916	Villers-Bretonneux Memorial
3063	Private	CLARKE	P	04/08/1916	Gordon Dump Cemetery
1676	Private	CLARKE	WWA	05/08/1916	Courcelette British Cemetery Villers-Bretonneux Memorial
3065	Private	CLIFTON	JE	09/08/1916	
278	Private	CLUES	T	04/08/1916	Puchevillers British Cemetery Villers-Bretonneux Memorial
770	Private	COPE	JDC	04/08/1916	Serre Road Cemetery n*2
534	Private	COX	CCC	04/08/1916	Villers-Bretonneux Memorial
	Major	CUNNINGHAM, MID	TR	02/08/1916	
58	Lance Corporal	DAVIES	GF	08/08/1916	London Cemetery and Extension
2627	Private	DEACON	E	05/08/1916	Warloy-Baillon Com. Cem. Ext. Villers-Bretonneux Memorial
1080	Corporal	DICKINSON	VK	04/08/1916	Idem
298	Sergeant	DILLON	1	04/08/1916	Serre Road Cemetery n*2
1915	Private	DOHERTY	1	04/08/1916	Alf Burial Ground
1912	Private	DORLING	AI	05/08/1916	Warloy-Baillon Com. Cem. Ext.
2348	Private	DUNBAR	CT	04/08/1916	Villers-Bretonneux Memorial
545	Private	DUNBAR	SM	04/08/1916	Idem
550	Lance Corporal	DUNN	R	04/08/1916	Idem
1914	Lance Corporal	EASTHER	AB	16/09/1916	Etaples Military Cometery
2142	Private	EDWARDS	FE	08/09/1916	Norwich Cemetery
1920	Private	FIGG	AC	04/08/1916	Villers-Bretonneux Memorial

	9118	Private				
	321	Private	CURRADIA	p	04/08/1916	Address Boston and Address Control of
	2148	Private	GILMARTIN	1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2		Villers-Bretonneux Memorial
			GRAETZ	1H	04/08/1916	Idem
	4129	Private	GREEN	LFC	04/08/1916	Idem
	1722	Private	HALKAS	A	04/08/1916	Idem
	582	Private	HANNAM	T	04/08/1916	Idem :
	3141	Private	HARLEY	HR	04/08/1916	Idem
	827	Private	HEAD	W	04/08/1916	Idem
	342	Private	HEMSLEY	F	05/08/1916	Idem
	3338	Private	HILL	SJ	04/08/1916	Idem
	2268	Lance Corporal	HOLDFORTH	RJ	04/08/1916	Idem
	1939	Private	HOLLAND	FB	22/08/1916	Etaples Military Cemetery
	3157	Private	HOLMAN	FW	04/08/1916	Villers-Bretonneux Memorial
	1935	Tance Ocrporal	HOWE	JG	04/08/1916	Idem
	836	Private	HUGHES	AE	04/08/1916	Courcelette British Cemetery
	1938	Private	JAMES	JH AC	08/08/1916	ACCURATION CHARACTER SERVICE CO.
	3171	Private	JOHANSON			Puchevillers British Cemetery
	605	rivate		18	04/08/1916	Villers-Bretonneux Memorial
	349	Sergeant	JOHNSON	R	04/08/1916	Serre Road Cemetery n*2
	2380	Private	JONES	GJJ	04/08/1916	Villers-Bretonneux Memorial
	2178	Private	KING	AH	04/08/1916	Idem
	3193	Private	KLOSS	-	04/08/1916	Idem
	2186	Private	LABAT	WdB	04/08/1916	Idem
	854	Private	LAWRENCE	TJ	01/08/1916	Gordon Dump Cemetery
	4267	Private	LEGGETT	CL	04/08/1916	Villers-Bretonneux Memorial
	124	Private	LEO	PJ	04/08/1916	Idem
-	2381A	Private	LLOYD	FW	04/08/1916	Courcelette British Cemetery
۲	4155	Private	LOWE	FA	04/08/1916	Idem
	2855	Private	LYNCH	GLE	04/08/1916	Villers-Bretonneux Memorial
	395	Private	MACLAREN	EHL	04/08/1916	Serre Road Cemetery n*2
	2398	Private	MARTIN	PE	04/08/1916	Villers-Bretonneux Memorial
	2398	Private	MASCHMEDT	AW	04/08/1916	Idem
	4175	Private	MAY	PH	10/08/1916	Idem
	4165	Private	McGOUGH	WC	04/08/1916	London Cemetery and Extension
	401	Private	MILLER	PD	04/08/1916	Villers-Bretonneux Memorial
	137	Lance Corporal	MONKMAN	F	04/08/1916	Serre Road Cemetery n*2
	870	Private	MOORE	RS	04/08/1916	London Cemetery and Extension
	246	Private	MORGAN	VB	04/08/1916	Sunken Road Cemetery
	882	Lance Corporal	MUDIE NELSEN	AG	04/08/1916	Pozieres British Cemetery
	658	Privates	NICHOLSON	WH	04/08/1916	Courcelette British Cemetery
ч	1041	Prevate.	OLDING	D	04/08/1916	Villers-Bretonneux Memorial
1	155	Private	OLSEN	WK	04/08/1916	Idem
	409	Private	OSBORN	GR	03/09/1916	Etaples Military Cemetery
	410	Private	OSBORNE	WHG	25/08/1916	Villers-Bretonneux Memorial
	2210	Corporal	OWEN	JW	16/08/1916	Birmingham (Lodge Hill) Cemetery
	417	Lance Corporal	PAGE	СТ	04/08/1916	Villers-Bretonneux Memorial
	160	Sorgeant	PATTEN	EJL	04/08/1916	Idem
	174	Corporal	PAYNE	TCF	04/08/1916	Idem
		Lieutenant	PEARCE	RV	30/07/1916	Gordon Dump Cemetery
	3249	Private	PENNA	SM	04/08/1916	Villers-Bretonneux Memorial
	3250	Private	PENNEY	RE	04/09/1916	Bristol (Arnos Vale) Cemetery
	2009	Lance Corporal	PHILLIPS	AGS	04/08/1916	Villers-Bretonneux Memorial
	1557	Corporal	PHILLIPS	JG	04/08/1916	Idem
	670	Sergeant	PICKUP	RC	04/08/1916	Idem
			The state of the s	TE	04/08/1916	Courcelette British Cemetery

10000	-	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	OT HP	04/08/1916	Villers-Bretonneux Memorial
2450	tance curp val	ALAD	F	06/08/1916	Warloy-Baillon Com. Cem. Ext.
433	Corporal	RICHARDS	W	05/08/1916	Villers-Bretonneux Memorial
3258	Private	RICHARDSON	TBS	05/08/1916	Pozieres British Cemetery
2415	Private	ROBINSON	JG	04/08/1916	Boulogne Eastern Cemetery
4199	Private	ROE	AA	04/08/1916	Villers-Bretonneux Memorial
3323	Private	SANDERS	L	13/08/1916	St Sever Cemetery
1056	Lance Corporal	SAUER	HW	22/09/1916	Nunhead (All Saints) Cemetery
1979	Private	SCHROETER	CJ	05/08/1916	Puchevillers British Cemetery
	2 nd Lieutenant	SELTH	NWG	04/08/1916	Courcelette British Cemetery
919	Private	SHUPLAKOFF	1	02/08/1916	Puchevillers British Cemetery
1776	Private	SMEDMAN	CE	04/08/1916	Villers-Bretonneux Memorial
2228	Private	STEELE	Н	04/08/1916	Idem
934	www.vate	STEWART	A	04/08/1916	Idem
937	Private	SULLIVAN	P	04/08/1916	Idem
2258	Private	THAIN	HJ	16/08/1916	St Sever Cemetery
1788	Private	THOMAS	WFH	04/08/1916	Villers-Bretonneux Memorial
709	Private	THOMSON	AN	04/08/1916	Idem
467	Sergeant	THOMSON	CG	04/08/1916	London Cemetery and Extension
1018	Private	TIMPERON	1	04/08/1916	Villers-Bretonneux Memorial
1994	Private	TOLHURST	GPP	31/08/1916	Sunken Road Cemetery
214	Corporal	TROY	WJ	04/08/1916	Villers-Bretonneux Memorial
4537	Private	TYLER	1C	26/08/1916	Serre Road Cemetery n°1
948	Private	TYMONS, MM	PW	04/08/1916	Serre Road Cemetery n*2
714	Private	WAINWRIGHT	W	04/08/1916	Villers-Bretonneux Memorial
2819	Private	WARREN	AH	04/08/1916	London Cemetery and Extensi
484	Private	WILKESON	EH	04/08/1916	Serre Road Cemetery n°2
726	Lance Corporal	VULLIAMS	н	04/08/1916	Villers-Bretonneux Memorial
1589	Lar.ce Cor-sral	ALLIAMS	1	04/08/1916	Idem
2451	Lancetteral	WILLS	FG	04/08/1916	Idem
972	Coracra	YOUNG	WA	04/08/1916	Idem

28th BATTALION (Western Australia)



Lowoon Cent Furdavillers B. Fish Ext Warley-Boillon Com Cent Ext 3/581 4/581 4/581 56/581 56/581 55/581 55/581 55/581	Solot 111 30/07 111 31/08 1	Birmingham (Ledge Hill) Com 20 16/08 1	20 Cemeteries)
Pordovilles B.1.34 4/08; 04/08; 06/08; 05/08; 05/08; 05/08;	Abbreville Communal Cen 10/08 1	Poz.w.cs 04/28 2	Nonhead (All Saints) 22/59
	Etaples Milliamy 19/58 1 12/58 1 22/58 1	Sunken Road 18 04/63 1 0 31/08 1 0	13/08 1 22 16/08 1 22 22 22 22 22 22 22 22 22 22 22 22 2
British V.B Memerial 18EM ONAB ### ### ### ONAB ### 0 11 05/08 111 05/08 111 05/08 111 0	37 36 Serre Road Cen No 2 04/68 ### 111 8 No 1	Norwich Company 08/09 1	Canhay Br. hish 26/28 i
Cemeters British	Boologne Ewhern Cemetery Cem No 2 11/08 1 04/08 11 No 1	Alf Burial Ground 04/08 1	Bristol (Arnes Vale) (emet or/or 1

14 Mertz Court, GREENWITH SA 5125

22nd September, 2015

Mayor Lachlan Clyne, Unley City Council, 181 Unley Road, UNLEY SA 5061

Dear Mayor,

I am hoping that you get approval to travel to France next year to attend the 100^{th} Anniversary of the "Battle of Pozieres". My reason for hoping that you get approval, is that my Father's Brother (My Uncle - Pte Francis Michael Hegarty, Ser. No. 1740) was killed on the 8th August, 1916 at Pozieres, and because my own Daughter (Kelly Hegarty) is a staff member of Unley Council. She is a Horticulturist with your 'Parks and Gardens Section'.

I ask if you could please take a photo of Kelly's Grandfather's Brother's 'Headstone', during your visit? I've attached a copy of my Uncle's Australian War Memorial Roll of Honour details. His Cemetery/Memorial details in France are: 26 Villers Brettonneux-France.

I am sure both Kelly and myself would appreciate it greatly if you were able to bring back a photo of his 'Headstone'.

This is forwarded for your attention and action, with Many Thanks!

Regards,

Mr Robert E Hegerty, FAJES

Attached Service details: Pte Francis Michael Hegarty, Ser. No. 1740

Subject - U	erted Menseys P	equest
Property/Stre	ed	
Application N	lo.	
Doc. No.	2 9 SEP 2015	Class.
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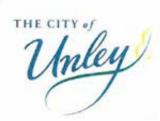


Battle of Pozières

Centenary Service

2016





Centenary Commemoration Service

FOR THE SOLDIER'S OF THE 26th & 27th BATTALIONS, PART OF THE 7th BRIGADE, 2nd DIVISION AND 1ST ANZAC CORP AIF MARKING THEIR ASSULT ON POZIERES RIDGE, 4TH AUG 1916.

Introduction - Barry Gracey, Pozieres Remembrance Association

Reflection - Mayor of Unley, Lachlan Clyne for the 27th Bn

Hymn - Abide With Me (1st Verse only) ALL TO SING

Abide with me; fast falls the eventide; The darkness deepens; Lord, with me abide. When other helpers fail and comforts flee, Help of the helpless, O abide with me.

Wreath Laying

Mayor of Pozieres and Mayor of Unley will together lay wreaths on behalf of their communities and for the 27th Battalion, nicknamed "Unley's Own".

Von Gracey and Andrea Gerrard will together lay wreaths on behalf of the 26th Battalion

Ode of Remembrance - Andrea Gerrard for the 26th Bn

They went with songs to the battle, they were young. Straight of limb, true of eye, steady and aglow. They were staunch to the end against odds uncounted, They fell with their faces to the foe.

They shall not grow old, as we that are left grow old: Age shall not weary them, not the years condemn.

At the going down of the sun and in the morning We will remember them.

Response - We will remember them

Acte du Souvenir - Bernard Delattre, Mayor of Pozieres

Ils ne vieilliront pas, contrairement a nous qui aurons chance, Ils ne seront pas epuises par l'âge, ni condamnés par les années, A la tombée de la unit et au petit matin, Nous nous soviendrons d'eux.

Response - Nous nous soviendrons d'eux Ne les oublious jamais

Last Post

One Minute Silence

Rouse

National Anthems - LA MARSEILLAISE AND ADVANCE AUSTRALIA FAIR

Closing Remarks - Mayor of Pozieres Bernard Delattre

Psalm 27; 2-3: When the wicked advance against me to devour me, it is my enemies and my foes who will stumble and fall. Though an army besiege me, my heart will not fear; Though war break out against me even then will I be confident.

45 THE BLUE AND BROWN DIAMOND

CHAPTER IX.

POZIERES

Following the failure of July 28/29 our Divisional Commander issued instructions for our Brigade to make another attack, and careful preparations were made to ensure and night, and machine guns being trained on all points to was dug about midway across No Man's Land, the work that the artillery fire was effective on the enemy's wire entanglements, continuous bursts of fire being maintained by day prevent repair work being carried out. An assembly trench being carried out by fatigue parties from the various battalions, assisted by a pioneer unit. Naturally a number of casualties were sustained by the working parties, but the work was nevertheless completed. A conference of Commanding Officers was called to fix the date and time of attack, and the suggestion of Colonel Dollman that August 4th should be selected was adopted, that being the anniversary of Great Britain's entry into the War. Details were discussed and subsequently conveyed to Company Commanders, who passed them on to their men.

shire, Lieuts. Whyborn and Ridge; "B" Company, Capt. Dey and Lieuts. Campbell and Boorn; "C" Company, Major Cunningham and Lieut. Durden; "D" Company, Lieuts. P. Julge, Selth and Clyde; Machine Guns, Lieut. Rowe; Bombers, Lieut. Pearce. Headquarters of the 27th and 25th Battalions As the time approached for this, our first actual attack on the Germans, every member of the Battalion felt an elation occasion was as follows: Battalion Headquarters, Lt.-Colonel and a perfect confidence in the result. A recent instruction had laid it down that only a limited number of officers should accompany the troops in attack, and the allotment on this Dollman and Licut. Freiderichs: "A" Company, Capt. Devonwere fixed in the same shelter in the front line trench, and hough in the opening phases of the attack telephonic conwas maintained with Brigade and neighbouring nection

THE BLUE AND BROWN DIAMOND 97

troops, the severe enemy bombardment which followed the advance of our troops completely broke down this method of who on this occasion, as well as on so many others, proved communication, and reliance had to be placed on the "runners, themselves both fearless and reliable

The detailed Brigade Orders for the operation were as follows:--

SECRET

COPY No. 7. 27th Battalion.

7th AUSTRALIAN INFANTRY BRIGADE.

ORDER No. 30.

ith August, 1916.

Map Reference 1/5,000 and 1/20,000.

and Australian Infantry Division will attack German position

O.G.1. and O.G.2. from tramline, X & a 9 & and X & b 2 & to R 34 a 9 1 and R 34 b 1 2.

All information has already been communicated to officers commanded in the common of the state of t

2. The attack by this Brigade will take place at zero time on the night of the 4/5th August. Watches will be synchronised with Brigade Signal Office at 4 p.m.
Zero time will be communicated verbally to Os/C. Units, or by

2. 7th Australian Infantry Brigade will attack the German positions and is allotted following frontages:

int Objective—R 35 c 6 1 to R 35 b 6 9.

Said Objective—R 35 c 6 1 to R 35 b 6 9.

The frontage will be subdivided as follows:

27th Bn. on the right. 1st Objective—R 35 c 6 1 to R 35 c 2 g 8.

27th Bn. on the right. 2nd Objective—R 35 c 8 1 g to R 35 c 9 7.

(The windmill is to be captured.)

25th Bn. 1st Objective—R 35 c 2 g to R 35 c 0 7.

(Central) Rnd Objective—R 35 c 2 g to R 35 c 0 7.

(Central) Rnd Objective—R 35 c 4 g to R 34 d 6 9 exclusive.

26th Bn. 2nd Objective—R 35 c 0 9 to R 34 d 6 9 exclusive.

The portion of OLG2, between R 35 c 8 1 g and R 35 c 7 4 being nearly obliterated will be occupied by strong patrols with Lewis guns. Shell cratters will be strengthened and connected up.

Note.—There is a new German trench dug about 109 yards N.E. of windmill.

is shown in 4. Instructions regarding assembly of troops Appendix "A."

S. Assault. The hostile trenches to be assaulted will be subjected to a bombardment by Heavy Artillery from 5 to 6 p.m., followed by normal barrange.

Silent Period. Then will follow a period of silence of 13 minutes, with no artillery bembardment. During this silent period troops will not move, and they must keep as hidden as possible.

THE BLUE AND BROWN DIAMOND 58

The Battalion moved off on the tick of time, and the story of the events can best be told in the official narrative supplied at the conclusion of the action:—

Headquarters, 27th Battalion,

August 8th, 1916.

7th INFANTRY BRIGADE, Operations August 4-6, 1916.

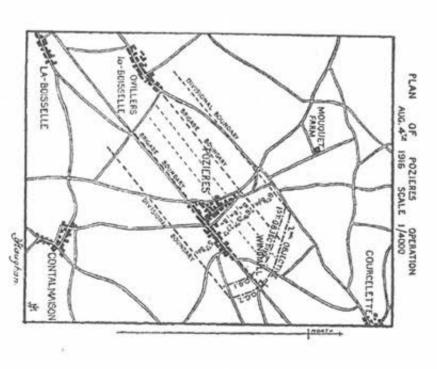
In accordance with instructions, the 27th Battalion moved off from La Boiselle for the position of assembly on the afternoon of August 4th, the first platoon moving at about 5.30 p.m. An artillery bombardment from our guns between the hours of 5 and 6 p.m. resulted in a fairly heavy enemy retallation, and all communication trenches were shelled. The Battalion arrangements were for B and A Companies, moving in that order, to occupy the "jumping off" trenches in front of tramline, and form the first and second waves of the assault with O.G.1 as their objective. D and C Companies were to form up as third and fourth waves in tramline trench with special carrying parties as a fifth wave. Arrangements were made with G.O.C. 8th Brigade to allow A and B Companies to use portion of 8th Brigade front line trench to permit them more easily to reach assembly trenches.

Companies moved so that they would be correctly composed of right and left half companies respectively, i.e., 8, 9, 7, 5, 4, 2, 3, 1 platoons; of these 6, 5, 2, 1 formed the first wave and 8, 7, 4, 3 the second wave. These were formed up in assembly trench. The third and fourth waves were composed of 16, 14, 15, 13, 12, 10, 11, 9 platoons with 14, 13, 10, 9 as third wave, and 16, 15, 12, 11 as fourth wave. The fifth wave was composed of sixteen men from each company, carrying tools and material.

The Battalion moved off in good time to reach assembly positions and B Company was early in place, but the 26th Battalion had blocked the sap leading from the transine to assembly, and so prevented two companies of the 25th Battalion from reaching their positions. The 27th Battalion was thus held up for some time. "A" Company eventually reached the position by moving over the front about 3 o'clock. D Company then moved along the transline trench, but C Company was still in communication trench when zero time arrived.

A and B Companies advanced and assaulted O.G.1, both waves easily reaching the objective. C and D Companies followed as far as O.G.1. Some of the troops appear to have lost direction, an easily explainable situation when it is realized that the Company was trowded in a communication trench at right angles from the front mixed with 26th and 28th Battalions on the left and 18th Battalion on the right.

54 THE BLUE AND BROWN DIAMOND





In the oral culture of Pozieres the presence of the windmill is often mentioned. The words are proof of its existence and it is a part of the logo of the village. Built in 1610, it is the old windmill of the landlords of this place. The inhabitants of Contalmaison and Courcelette brought their grain there to be ground. It was also the high point of resistance, an object of old battles between Germany and Australia, for the occupation of the village in July 1916. In August of that same year, in the centre of the ruins of the windmill, heroic Australians repelled many attacks.

The windmill is therefore the centrepiece of the logo; it is the symbol of a meeting place, an exchange point where farmers came to have their grain ground, the spot where people stopped for a rest; it stands out as a curved line, the axis of the road from Albert to Bapaume, ending in a broken line of small plots representing soldiers' head stones, but also showing the subdivision of people's properties indicating what crops were grown there.

We continue with two meanings in the shadow created by the windmill. In its irregularly spaced stripes, you can see the profile of the feathered, Australian slouch hat, but also the ploughed fields, showing the path of the plough on the worked ground. Pozières is a place that is well known to many Australians who come to reflect and leave memorials in the form of a cross.

The rounded letter **P**, filled by the wind, brings the focus to the other letters and above this, the dot on the letter **i** and the accent on the letter **e** are linked together like hands in prayer or in helping each other. This is synonymous with team spirit and joining together to face adversity and hard times. But everyone can reflect on, and find a meaning for themselves in the symbol.

DEPUTY MAYOR'S REPORT

TITLE: DEPUTY MAYOR'S REPORT FOR MONTH OF

SEPTEMBER 2016

ITEM NUMBER: 613

DATE OF MEETING: 26 SEPTEMBER 2016

ATTACHMENTS: 1. REPORT

RECOMMENDATION

MOVED: SECONDED:

That:

1. The report be received.

DEPUTY MAYOR'S REPORT

Stormwater - Brown Hill Creek

Heavy rain in the Adelaide Hills on Tuesday and Wednesday, 13 & 14 September, produced more water that the creeks could cope with and again we saw minor flooding in various locations throughout the City of Unley (and other municipalities).

Although there were technically no issues with our creek, the problem of flooding was the result of the volume of water that came from the rural catchment.

I know I am 'rattling the can', but it was reported that 95 mms of rain fell at Crafers West (rural catchment of Brown Hill Creek) on the 14th. I can't help but think that a Detention Dam that holds back a large quantity of 'rural' water, thereby increasing the available capacity in the urban section of the creek, would significantly reduce the risk of flooding in the urban area. In addition, thousands of litres of water could potentially be diverted to a useful purpose rather than polluting our seas.

Anyway, a Stormwater Management Plan has been agreed to by the 5 catchment Councils and work should begin a.s.a.p. One resident has suggested that Council should demand an immediate meeting with Minister Hunter to push this matter forward.

While many demands were made on Council staff during this event, I think it is important that we are all aware that the **SES** is the lead agency in a matter such as this, <u>not</u> Council. Council assists and our staff did a great job, but we have a secondary role, working in support of the SES (who also did a great job).

Thanks to Trevor Stein, I draw peoples' attention to the SES website http://www.ses.sa.gov.au/site/community_safety/floodsafe.jsp where there is very useful information on what people can do to protect their properties.

On behalf of the many residents affected, I pass on their thanks to our staff who responded to the emergency situation and worked tirelessly in difficult conditions.

Staff readily took my calls and responded to my requests for assistance at particular locations, that night and also during the 'mopping up work' on Thursday.

As well as other senior staff, CEO Peter Tsokas was also out until late Wednesday night checking on the situation around the city, providing support to residents and helping with sandbagging. I know residents were impressed that he was also 'on site'. Several have asked me to pass on their appreciation to our staff.

While most residents were very appreciative of Council's efforts in the difficult circumstances on the 14th, one resident who rang Council asking for additional assistance was missed when the truck delivered more sandbags to his street and we apologise for this. This was an unfortunate situation for the resident and one I hope we can prevent in the future.

At the height of the storm, a very large tree on private property fell into the creek and had to be removed by a private contractor on Friday, 16th. It seems that erosion from the

volume of water rushing down the creek, plus softening of soil in the creek bank from the rain meant that the root system could no longer support the tree. It fell from one side of the creek onto the property of an adjoining neighbour. Fortunately, only minor damage was done to the house.

1 September

Know Nuclear

I visited the information stand at Castle Plaza where I spoke to a physicist and obtained a copy of the Report and additional material about the proposed Nuclear Waste Dump.

This is a complex issue and one where emotion and perhaps misunderstanding will influence the outcome of the consultation.

Unfortunately, I think the State Government has not promoted they consultation programme very well,

2 September

Woodcutting Sponsors' Breakfast Royal Adelaide Show Art Prize – Official Opening

Due to the absence of the Mayor interstate, I represented him at the above events.

The woodcutters expressed their appreciation for the financial support given by sponsors which enables them to attend these events. With axes costing in the vicinity of \$600 (of which most have 6), plus travel expenses, their costs are not insignificant. We were given a demonstration of the techniques involved in woodcutting and the safety aspects of this sport. While I enjoy watching this event, I think I prefer to be a spectator than a participant.

The City of Unley Art Prizes were for

- Studies of Urban Life won by Alan Ramachandran, and
- The People's Choice Artwork won by Ryan Larkin

Congratulations to both artists.

One of the esteemed judges was our Cultural Development Coordinator, Matthew Ives.

9 September

Walford Entrepreneurship Excursion

I participated in a Panel Discussion for Year 10 and 11 students from Walford.

The panel comprised people who had established very different types of businesses, the challenges they faced and how they dealt with those challenges.

We also discussed how and where young people in particular, can find help in establishing themselves in business.

I was able to identify Council's Youth Sponsorship Programme, our UBED Committee, Street Traders' Associations and various connections to business organisations.

In addition, we have had our Fish Tank competition for 12-25 year olds who live, work, study or play in the City of Unley. Entrants are required to create a 2 minute video 'pitching' their idea with the top 10 pitches making it through to the 'Live Fish Tank'. The winner of the Live Fish Tank will be chosen by a panel of 'celebrity' judges and will receive \$2,000 to put towards their idea as well as a mentoring opportunity (worth up to \$1,000) to help get their idea off the ground.

14 September

Grants Presentation Stormwater Issues

I had planned to attend the Grants Presentation evening at the Town Hall.

Following a phone call from a creek-owner, I stopped on my way to this event to check on the situation of several residents as water was breaching the banks of Brown Hill Creek. It soon became clear that support for these residents was a more important issue.

I have passed on my apologies to Matthew Ives and understand the Grants Presentation evening was very successful.

15 September

Centennial Park Annual Presentation to Councils

Together with our two Board Members, the Mayor, CEO and two other EMs, I attended this presentation and participated in the Strategic Direction Workshop. This was a most worthwhile exercise and I look forward to the subsequent report.

16 September

Reception for Queen's Birthday Honours Recipients

Twenty recipients attended this function hosted by the Mayor and the City Of Unley, celebrating receipt of their awards with family, friends and members of the Local Government community.

This was a less formal event than the Government House reception and provided the opportunity for recipients and their families to get to know their colleagues a little better.

The recipients to whom I spoke were appreciative of the City of Unley for our hospitality.

REPORTS OF MEMBERS

TITLE: REPORTS OF MEMBERS

ITEM NUMBER: 614

DATE OF MEETING: 26 SEPTEMBER 2016

ATTACHMENTS: 1. MEMBERS' REPORTS

Council to note the attached reports from Members

- 1. Councillor Schnell
- 2. Councillor Palmer
- 3. Councillor Hughes
- (a) Items of particular interest, concern or urgency

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REPORTS OF MEMBERS

TITLE

REPORT FROM COUNCILLOR SCHNELL

The list below mostly excludes events and activities that I would normally attend as an Elected Member eg. Council/Committee meetings, Workshops, Ward and Briefing sessions, discussions with staff and community events.

At all events attended, any expense incurred was funded by myself.

Sunday 21 August

I discreetly delivered a golden gnome to two Unley residents; both worthy of the award for excellence in their garden and for maintaining a beautiful roadside verge.

Sunday 21 August

Attended the SALA event at Soldiers Memorial Garden @ Unley.

Prior to the event I met with Jack Condous, Marketing Executive and Vice President of Royal South Australian Society of Arts Inc. (RSASA). Jack invited me to sit for an hour in a tent whilst three notable artists did their best to sketch me. An interesting experience, just sitting for an hour, watching (focussed on a distant yellow bin) the crowd at SALA pass by.

The end result was four sketches to take home; all with character as perceived by the artists.

I gave the Society a donation; as agreed.

Other people lined up for a sitting.

On a further note, RSASA celebrated its 160th anniversary (1856-2016) with the launch of a book 'A Visual History: The Royal South Australian Society of Arts 1856-2016'. A magnificent publication. I recommend that Unley Library purchase a copy.

Sunday 21 August

Attended the Unley Lions Wine Bottling event at Fullarton.

Fine weather, good company, great wines and enjoyable nibbles.

Lunch drifted on to the late afternoon.

27-30 August

A trip to the Outback, in far north SA.

Good to unwind and get away from hectic life in the city.

Out in the bush and not a worry in the world; enhanced by lack of mobile phone coverage.

Time to reflect, re-adjust and prioritise personal goals.

Hospitality in the bush far exceeds that offered back in the city.

A magnificent display of wild flowers; hops and Sturt Desert Peas.

Heavy rain made the experience that much more special.

Thursday 01 September

Catch-up coffee and chat with Jean-Christophe Trentinella (past Directeur, Alliance Française d'Adelaïde Inc.) and Councillor Peter Hughes and Unley CEO Peter Tsokas.

Jean-Christophe had briefly returned to Unley to finalise reports for the Alliance. His replacement commences at Wayville in September-October.

I look forward to Unley Council continuing to forge a strong relationship with Alliance Française d'Adelaïde Inc.

Thursday 01 September (evening)

Attended a celebration/launch at Puddle Jumpers Inc. @ 21 Maple Avenue, Forestville.

Puddle Jumpers is a not for profit, non-governmental organisation that is committed to responding to the social development needs of society's most vulnerable children and young people. Their work priority is reserved for children who do not live with their birth parents. Puddle Jumpers believe that all kids matter and deserve the right to engage in happy and fun experiences in their life. I was delighted to be invited and it was a fun night. There were tears and laughter as the story of Puddle Jumpers was told. The MC for the night was local identity Cosi, Andrew Costello.

The event was a celebration of the completion of the 3 years project 'Community Rebuild for Kids' which involved the renovation of a derelict house in Maple Avenue. It is now the headquarters of Puddle Jumpers. The premises was donated by Le Cornu and there was in excess of \$300K worth of donations from over 65 South Australian businesses. The former derelict house is now a vibrant space which services over 100 children and families each week.

There was no government assistance in the project; nor is there any for ongoing operations. The ongoing commitment from businesses is impressive.

I know that from its commitment, Puddle Jumpers will succeed and grow.

I urge people to consider making a donation to Puddle Jumpers; a truly worthy cause to support. They are making a difference.

Wednesday 07 September

Attended the WatchSA (Neighbourhood Watch) Everard Park/Forestville meeting. A huge night.

The guest speaker kept us captivated for an hour. He is an electrician and lighting specialist and he discussed LED technology and had a multitude of LED devices on display. It was a real light show that captivated the audience. People left the meeting with the resolve to replace all older light bulbs at home with LED. There was emphasis on replacing existing halogen bulbs (by simply inserting an LED) to avoid a fire risk.

The driving factor for change is to get instant light and slash the electricity bill.

Friday 09 September

Attended the Royal Adelaide Show Official Luncheon. The guest speaker was Ms Pip Courtney, presenter of ABC Landline.

The luncheon of fish, beef, cheese, fruit and chocolates was local produce and the food was complemented by local beverages. In attendance were Councillors Smolucha, Koumi, Palmer, Lapidge, Salaman, Rabbitt and Mayor Clyne. At the end of lunch, Councillors Palmer, Salaman and I enjoyed a pot of tea and discussed the excitement of the wood chopping events; held adjacent to the Show Luncheon dining room.

All up, an excellent luncheon.

At my table, there was a healthy discussion about the merit of the SA Government's opposition to genetic engineering of food products. I was swayed by a CSIRO scientist who was an advocate for genetic engineering and the economic benefits for the State. A good debate and discussion. Perhaps the SA Government needs to review its position on genetic (food) engineering.

Before heading home, I bought a Charlesworth Nuts show bag and three Bertie Beatles show bags for the family.

Prior to the luncheon, Councillor Koumi and I met up at the wood chopping exhibit and we discussed the merit of a 'Starplex' mega sports and recreation centre in Unley. My position is that such a multi-sport facility (like that recently launched at Campbelltown) should be funded by the private sector rather than by Unley Council; certainly not at the expense of the ratepayers. In any case, there is no provision in the 2016/2107 budget for such consideration. If such a complex is to be seriously considered, then it would need a rates hike to fund it; and I am opposed to such a hit to rates.

Tuesday 13 September

I sent an email to:

- a) Mayor Dave Burgess, LGA President
- b) Matt Pinnegar, LGA CEO

I asked that they review the fact that Metropolitan Local Government Group (MLGG) Board meetings are held during business hours which would clash with most Councillors who work. I emphasised that the timing of meetings is unreasonable and does not accommodate most Councillors; in Unley and across the State.

I mentioned that changing the meeting time and being more flexible would allow far greater participation with a greater skill-base from within the Local Government sector.

I received an acknowledgement of my letter and I look forward to the LGA's response.

Due to the time of meetings I decided to not nominate for a position. The call for nominations was debated at Unley Council on 12 September. I know that it was a factor that influenced other Councillors @ Unley. There was no nomination from Unley; a pity.

Thursday 15 September

Attended Centennial Park Cemetery for a joint briefing for Unley and Mitcham Councils.

Sunday 18 September

I discreetly delivered a golden gnome to an Everard Park Unley resident; worthy of the award for excellence in their garden and for maintaining a beautiful roadside native verge.

Discussions with residents about:

- Street trees
- Parking restrictions
- Flooding in Brownhill Keswick Creeks
- Footpaths
- Parking and traffic issues associated with The Show
- DAP decision to remove a tree

For more detailed information about my monthly activities, visit my website http://bobschnell.blogspot.com.au/

REPORTS OF MEMBERS

TITLE

REPORT FROM COUNCILLOR PALMER

(a) Items of particular interest, concern or urgency

I noticed during the recent storm event in the upper Brownhill Creek of a number of areas where the creek broke its banks with significant flooding.

We saw in particular flooding in Regent and Douglas Streets in Unley Park including underfloor flooding of some houses, the Orphanage including the green/lawn areas and all paving around the College, Cranbrook Avenue at Millswood, the Culvert/Spillway adjacent the rail grade separation and including Victoria Street, Devon Street South and 2nd & 3rd Avenues at Forestville.

Council responded well to the crisis. The staff who assisted (whether directly or indirectly) in flood control, sand bagging and the clean-up during and after all deserve commendation for their efforts.

Residents and others are keen to find out how this storm event will be rated and I refer to questions on notice re this.

(b) Functions Attended

These functions/events are in excess of those I would normally attend.

24 th August	CPCC BOM meeting		
28 th August	attended church service at Wayville Baptist Church		
7 th September	Goodwood Oval Reference Group		
	(updated group on Fig Tree and Tennis club liquor licence application)		
9 th September	Royal Adelaide Show Official Luncheon		
14 th September	Inspected and communicated priority concerns back to administration during the storm event in the afternoon and again		
	after tea.		
15 th September	Centennial Park Annual Presentation		
20 th September	FOCUS forum on Unley Central		
21 st September	State Heritage Seminar at the Adelaide Town Hall		
	Fruit Tree Planting at Princess Margaret Playground		
23 rd September	Neighbourhood watch meeting		
25 th September	Watched SANFL Grand Final at Adelaide Oval. Sturt v Eagles.		

REPORTS OF MEMBERS

TITLE: REPORT FROM COUNCILLOR

PETER HUGHES
SEPTEMBER 2016

(a) Items of particular interest, concern or urgency

The invasion of citrus Gall is an increasing problem in South Australia (apparently it has come from the eastern states 10-12 years ago) and affects Lemon, Grapefruit and Lime trees. The only cure is to cut off the galls and to dispose of them prior to their hatching in August!

I accompanied a Council photographer to capture a variety of samples for a future education process in Unley.

(b) Functions Attended

Aug 23rd – Attended a Gourmet Gala working group meeting. This has been a very successful high level event but I am also looking forward to it being conducted with a fresh set of eyes with a new external event management company and our own Carly Hemus at the helm.

Aug 31st – Had an unexpected final catch up with Jean-Christophe Trentinella, former Director of the Alliance Française who had to return to Adelaide once more. He advises that this year's French Market will go from Thursday evening until Saturday.

Sept 6th – Attended a photo shoot at Morrie Harrell Playground as part of a magazine story on Unley's Community Orchards.

Sept 16th - Attended 'Concordia in Concert' as guest of the school. This an outstanding annual musical evening that showcases the talents of Concordia College students. There were 8 Ensembles, 5 Quartets, 3 Big Bands, a Concert Band, an Orchestra and choirs. I estimate that 200 students performed. The school employs over 40 part time music instructors. An outstanding educational opportunity right here in the City of Unley.

Sept 19th – Attended Unley's first 'Fish Tank'. 11 budding young entrepreneurs aged 12-18 presented their business concept to a panel and were quizzed and assessed. The panel will award a \$2000 first prize to the best concept. It was conducted in a television studio setting at Concordia College and filmed by Concordia students. An excellent initiative of our Youth Development Officer Maddy Proud.

ITEM 615 MOTION OF WHICH NOTICE HAS BEEN GIVEN

NOTICE OF MOTION FROM COUNCILLOR HUGHES RE RESCISSION MOTION

Councillor Hughes has given notice of intention to move the following motion at the Council meeting to be held on Monday 26 September 2016:

That:

Pursuant to Regulation 12(3) of the Local Government (Procedures at Meetings) Regulations 2013, the resolution in relation to Item 102/2015 made at the Ordinary Council meeting on the 27 April 2015 be amended by deleting the following words:

"Detailed designs to support the future facility upgrade requirements for Millswood Bowling Club and Millswood Croquet Club proceed."

EXPLANATION BY COUNCILLOR HUGHES

This motion was originally adopted when both sporting clubs had given their approval to Council's plans. Subsequently the Millswood Bowling Club had a change of mind and withdrew their support.

Council's goal has been to develop a master plan that had the support of all users that could then be presented to Governments for grant funding. From comments made by sports club representatives at the last Council meeting there is no current prospect of an agreement about reconfiguring the playing space.

There is no point in proceeding to detailed designs on the plans presented in April 2015.

ITEM 616 MOTION OF WHICH NOTICE HAS BEEN GIVEN

NOTICE OF MOTION FROM COUNCILLOR SCHNELL RE BUYING LOCAL

Councillor Schnell has given notice of intention to move the following motion at the Council meeting to be held on Monday 26 September 2016:

Preamble

We need to help strengthen the local, South Australian and Australian economies by promoting a 'Buy Local' campaign to target residents. As a Council we should be doing this and also preferably buying local from local suppliers. As a resident we should be buying local and buying seasonal produce; and not imported fresh/frozen blue berries year round.

I support a campaign for residents and traders to shop and buy local. It may mean paying a small amount more, but it means helping local producers on farms and in factories survive. It means keeping and growing jobs in SA; especially retail in Unley.

Just imagine the impact on the economy such a drive would have across the State.

It may mean paying a few cents more per item eg. an extra 13 cents for a Riverland orange rather than an imported orange.

A further consideration is the higher carbon footprint of imported goods due to transport costs. The reduced carbon footprint would benefit our environmental score-card.

I ask for a report on an options paper to guide Council on how to proceed with a 'Buy Local' campaign for residents and to commit Unley Council to buy local where practical.

There is no intent to modify Council's Procurement Policy which specifies Unley's best practice of procurement (as required for public authorities) in relation to **Open and Effective Competition**, **Value for Money** and **Ethical Behaviour and Fair Dealing**. These are all explicit in our current Procurement Policy and should remain.

Motion

That:

- 1. A report be prepared to provide options on formulating a 'Buy Local in Unley' campaign, targeting residents.
- 2. The report considers applicability of such a campaign to purchases made by Council.
- 3. The report be presented to Council within two months.

ITEM 617 UNRESOLVED ITEMS

Meeting Date	Item	Status
Council	Item 584	
12 September		The Item remains laid on
2016	Millswood Sporting Complex	the table.
	Detailed Design	

REPORT TITLE: MILLSWOOD SPORTING COMPLEX – DETAILED

DESIGN OF BOWLS & CROQUET

ITEM NUMBER: 584

DATE OF MEETING: 22 AUGUST 2016 **AUTHOR**: JOHN WILKINSON

JOB TITLE: SPORT AND RECREATION PLANNER

1. EXECUTIVE SUMMARY

Following the development of the Goodwood Oval and Millswood Sporting Complex Improvement Plan in August 2014, Council endorsed an allocation of \$50,000 in the 2015/16 budget for the detailed design of a revised layout of the bowls and croquet areas, as endorsed in the Improvement Plan.

During the development of the detailed designs, the Millswood Bowling Club withdrew its initial support for the endorsed Improvement Plan, advising that due to recent increased growth at the club, the endorsed plan no longer meets their needs. The position of the Millswood Croquet Club has not changed and they continue to support Council's original layout plan.

Following consultation with the two clubs and a review of possible layout options, a revised layout plan has been developed that complies with the standard playing area dimensions for both sports, as well as providing benefits for the community. However, Millswood Bowling Club still has concerns with this revised plan.

This report presents the revised layout plan to Council; however, through further consultation with both clubs, it has become clear that full agreement on this cannot be achieved. Consequently, it is suggested that the project now focus on building upgrades and leave the existing layout as it is.

2. RECOMMENDATION

That:

- 1. The report be received.
- 2. No further action be undertaken at this time regarding changes to the layout of the sports playing areas and recreation areas at Millswood Sporting Complex.
- 3. Commence design work for upgrades to the existing bowls and croquet buildings (including opportunities for shared facilities) and surrounding areas, based on the current layout of playing areas.



1. RELEVANT CORE STRATEGIES/POLICIES

Undertaking master planning of Goodwood Oval and Millswood Sporting Complex is a specific action within Council's 4 Year Plan and directly aligns to the strategic outcomes of our Community Plan 2033, primarily to support the objectives of the *Living: Our Path to a Thriving City* theme.

The improvement of Council's sport and recreation infrastructure, including Millswood Sporting Complex, is also identified in a number of key Council strategies and plans, including (but not limited to):

- Living Well The Regional Health Plan for the Cities of Unley and Mitcham
- Living Active, Sport and Recreation Plan 2015-2020, City of Unley
- · Open Space Strategy, City of Unley
- Disability Action Plan, City of Unley
- · Asset Management Plans.

2. DISCUSSION

Background

The goal of this project is to enable Council to strategically plan for future improvements at the Millswood Sporting Complex, as well as to seek external funding as opportunities arise. This project is focussed on the bowling and croquet facilities at the complex, and an overview of these groups is as follows:

Millswood Bowling Club

- Established in 1921
- 112 social bowlers (at capacity on Thursday nights during summer season)
- 48 pennant bowlers (Wednesday and Saturday during summer season)
- Approximately 100 people attend social nights every Friday during summer season
- Current lease for the bowling greens and building until August 2019.

Millswood Croquet Club

- Established in 1922
- 76 playing members
- Croquet activities held six days per week during summer and five days per week during winter
- Current lease for the croquet lawns and building until November 2018.

Planning for future improvements at Goodwood Oval and Millswood Sporting Complex has been guided by an Improvement Plan, endorsed by Council in August 2014, along with a Staged Implementation Plan, endorsed in April 2015. As a result of the Staged Implementation Plan, Council recommended the following:

"3. Detailed designs to support the future facility upgrade requirements for Millswood Bowling Club and Millswood Croquet Club proceed."

An amount of \$50,000 was allocated in the 2015/16 budget for undertaking a detailed design, which was based on the layout plan recommended in the Improvement Plan (Attachment 1 to Item 584/16). The original layout plan is included on page 69 of the Goodwood Oval and Millswood Sporting Complex Improvement Plan.

Attachment 1

The existing layout of the croquet and bowls facilities is shown as an aerial image in Attachment 2 to Item 584/16.

Attachment 2

The original layout plan involved the inclusion of a new fourth full-size croquet lawn, responding to the growth in this sport and increasing membership of the Millswood Croquet Club, as well as the installation of a new synthetic lawn bowling green, with a reduction from 14 rinks (currently) to 10 rinks.

The original layout plan was developed in consultation with the sporting clubs located at Millswood Sporting Complex and the local community during early 2014, with both the bowling and croquet clubs providing letters of support for the proposed layout plan. The rationale for the original concept is outlined in further detail in the Improvement Plan on pages 43 to 71.

Subsequently, as the detailed design project progressed, it has become apparent that the Millswood Bowling Club no longer supports the recommendation for a reduction to their existing greens. This is primarily due to a growth in participation and patronage at the club over the past two years.

During these discussions, the Administration reiterated the position of Council and the level of research and consultation that occurred to develop the informed, evidence-based recommendation. However, the club feels that they were consulted when they were experiencing a difficult financial period (March 2014), and have since improved their financial position through increasing patronage in their social bowls and meals programs.

While they were previously supportive of the original layout plan, the bowling club now advise that they require two square greens to be able to sustain their recent growth. They also no longer support a synthetic green, but rather request two natural turf greens.

The position of Millswood Croquet Club has not changed as they are seeking a new fourth full-size lawn as identified in the original layout plan. This position is also supported by the Improvement Plan (2014) and Croquet SA, as the club is growing, and the nearest croquet club's catering for competition play are at Holdfast Bay, Marion and in the CBD (on Hutt Road).

Revised Layout Plan

In order to strengthen future funding opportunities, it is important that the proposal developed is supported by all users and demonstrates maximum community benefit. Therefore, given the bowling club's changed situation, further investigation has been conducted to determine if a compromise could be achieved that would enable the retention of two bowling greens and provision of a new fourth full-size croquet lawn, as well as improvements for public access and recreation.

Following consultation with both clubs and a review of options with the aim of achieving a compromise, a revised layout plan has been developed (Attachment 3 to Item 584/16).

Attachment 3

Bowling Greens

The revised layout plan shows the relocation of the bowling greens to the east, with one green located directly north of the existing building ('A Green') and one to the east of the building ('B Green'). The plan also identifies a fourth full-size croquet lawn located next to the existing lawns, as well as changes to public open space and vehicle and pedestrian access.

Under the revised layout plan, the size of the 'A Green' is not significantly reduced (a small reduction of 150mm to the north-south length and a reduction of 400mm to the east-west length).

The size of the 'B Green' has been reduced by 1.65 metres along the north-south length. There is no change to the east-west length, however this is based on the 'chamfering' of the north-east and south-east corners of this green, which is similar to the existing design of this green. It should be noted that the dimensions shown in the revised layout plan are the maximum permissible within the site if vehicle and pedestrian access to the Belair train line and Millswood Lawn Tennis Club are to be retained, and also to meet disability access guidelines for the bowling and croquet clubs.

Through consultation with the bowling club, both greens have been designed to be square (rather than rectangular), to enable play in both directions (north-south and east-west) with a 200mm width 'ditch' around the perimeter of both greens. At the request of the bowling club, it is proposed that the greens have a natural turf playing surface, rather than synthetic turf.

It is intended that the design of the buildings, recreation areas and vehicle and pedestrian access will be undertaken once a layout plan has been finalised. This will include considerations such as the interaction between buildings and playing areas, disability access, internal building layouts and interactions between vehicles, pedestrians and bowls participants. Consideration will also be given to landscaping to ensure the design addresses principles relating to Crime Prevention through Environmental Design.

Considerations of Revised Layout Plan

The inclusion of a fourth croquet lawn will result in the unavoidable loss of a large Norfolk Island pine tree, as well as approximately five other Jacaranda trees. As part of the upgrades, new vegetation and trees would be planted, in keeping with the site and local streetscape.

The revised layout plan also proposes the relocation of the 'B Green', as well as the shared road and car parking into 1/18A Millswood Crescent, known as 'Millswood Park'. While improved access and public recreation facilities are provided in other areas, this will result in a slight reduction of overall public recreation space at Millswood Sporting Complex. Whilst a detailed study on the use of Millswood Park has not been undertaken, anecdotal evidence suggests it is highly valued by the local community.

The existing shared vehicle and pedestrian access has also been relocated to the south-eastern boundary of the complex, and up to 21 off-street car parks (an increase of 13 car parks) have been provided for. The existing road and pathway also enables public access across the Belair train line and the Administration will liaise with relevant authorities on the further detailed design of these areas.

The Administration is also aware that the resident at 18 Millswood Crescent is concerned with the proposed impact on Millswood Park. It is recommended that consultation with this resident, as well as the broader community, be undertaken as part of any further detailed design.

Club Feedback

Millswood Bowling Club

While the reduction in size of the greens complies with the *Bowls Australia Construction Guidelines (2011)*, feedback from Bowls SA acknowledges that the site is limited in its development potential and that efforts have been made to accommodate user groups. Bowls SA also observes that ideally, the facilities at Millswood Sporting Complex would be co-located together, however the Improvement Plan (2014) indicated that this would be a difficult proposition.

A key observation of both Bowls SA and the Millswood Bowling Club is the impact the revised layout plan would have on current and future participation, as well as the club's ability to attract and host tournaments (at the State, national or international level). A written submission from Millswood Bowling Club is included as Attachment 4 (to Item 584/16).

Attachment 4

The Bowls SA State-wide Facilities Audit & Master Plan (2014) identifies a number of facilities as 'metro regional facilities', where investment should be focused to hold regional tournaments. One such facility is the Clarence Gardens Bowling Club, which is located approximately 2km from Millswood Bowling Club. Millswood Bowling Club is identified as a 'district facility' and it could be viewed as unlikely to be a priority venue for future higher level tournaments.

The relocation of 'B Green' is also a matter of concern for the Bowling Club, who have indicated that it would impact the social interaction of participants. While this is a matter for consideration, a review of other facilities in metropolitan Adelaide indicates that this layout is not uncommon.

Millswood Croquet Club

As previously stated, the position of Millswood Croquet Club has not changed and they have also provided feedback on the revised layout plan (Attachment 5 to Item 584/16).

Attachment 5

Feedback from other Clubs and Adjacent Residents

To inform further decisions on the next steps of this project, feedback on the revised layout was requested from other clubs at Millswood Sporting Complex and residents living directly adjacent to the site. A summary of this consultation is provided in Attachment 6 (to Item 584/16).

Attachment 6

At the time this report was written, responses from the other clubs at Millswood Sporting Complex have not been received. Should this project continue, engagement with these clubs and the wider community will continue.

Project Cost

The total estimated cost provided by a Quantity Surveyor (QS) for the original layout plan developed in 2014 was \$3.177m, which does not include improvements to the Millswood Lawn Tennis Club or the South Australian Society for Model and Experimental Engineers facilities.

Whilst project staging opportunities are limited, building and lighting improvements could be undertaken at a later stage, which would further reduce the cost of changes to the playing areas, car parking and pedestrian areas.

A summary of the cost estimates provided by the Quantity Surveyor in 2014 for the original layout plan is as follows:

- Synthetic (10 rink) bowling green \$540,000
- New (fourth) croquet lawn \$60,000
- Bowls building upgrade \$771,000
- Croquet building upgrade (likely to be a new building) \$126,000
- Community plaza \$390,000
- Car parking \$144,000

The Croquet Club has indicated they would be in a position to contribute financially, however formal discussions and agreement on funding contributions have not yet occurred with either club. It is suggested that these discussions now commence.

It should be noted that the proposed upgrade to the building currently leased by the bowling club is one of the more expensive items. The upgrade does however, create opportunities for shared-use (by the croquet club and other groups).

If a shared-use approach cannot be achieved and the main building continues to primarily be used and managed by the lawn bowls club, it is suggested that limited upgrades occur to the building for the short to medium term, such as improvements to kitchen, heating and cooling, and toilet facilities. This will need to be a key consideration if detailed design is to progress on this building.

Construction of turf greens may be more expensive than a new synthetic green, as industry advice has recommended new bowling greens be constructed 'from scratch', to ensure correct levels are obtained and the quality of turf is consistent. Further information from a cost consultant will need to be obtained once further detailed design is undertaken.

Summary

The revised layout meets the requirements for standard playing area dimensions for bowls and croquet. Consequently, an option that meets a range of users needs may attract external funding.

However, after considering the feedback on the revised layout plan from both clubs, it is clear that full agreement on all aspects of the plan has not been achievable, primarily due to the bowling club's desire to grow their social patronage and not impact their capacity to host tournaments in the future. Whilst the club is unlikely to host higher level tournaments, consideration should be given to the overall project cost and benefits for all stakeholders. Nevertheless, it is clear at this stage that a layout cannot be achieved that will satisfy both club's wishes.

Council may therefore choose to retain the current layout of the bowls and croquet playing areas, and focus on other improvements at the complex to benefit the user groups and the wider community, including the buildings, car parking and surrounding areas. There may be an opportunity to revisit the layout of playing fields as part of future lease negotiations. The current budget for the design project can be used to complete this design work, and there are opportunities to investigate shared facilities (such as toilets) in any future building upgrades.

3. ANALYSIS OF OPTIONS

Option 1 – No further action be undertaken at this time regarding changes to the layout of the sports playing areas and recreation areas at Millswood Sporting Complex. Commence design work for upgrades to the existing bowls and croquet buildings and surrounding areas, based on the current layout of playing areas. Discussions commence with user groups on funding contributions towards any upgrades. The community and the clubs be advised of the Council's decision.

This option will result in no further work being undertaken to reconfigure the bowls and croquet playing areas, and will not enable the inclusion of a fourth new croquet

lawn at this time. It should be noted that the revised layout design could be revisited at a future time as opportunities arise.

The project will now focus on design work to improve the existing bowls and croquet buildings, which will include opportunities to increase community usage and improve surrounding areas, access around the buildings as well as car parking. The current budget allocation for the overall detailed design project will be used to focus on the design work. Following the completion of this design work, it would then be brought back to Council for consideration, before further community consultation and detailed design is undertaken.

One of the goals of undertaking this work was to have 'shovel ready' plans if a grant funding opportunity arose. As full agreement from the user groups and residents has not been achieved on the playing area layout, a focus on building upgrades and surrounding areas is a suitable compromise that will benefit both users and position Council to apply for external funding.

A disadvantage is that this option will not enable construction of a fourth croquet lawn at Millswood Sporting Complex.

Option 2 – The original layout plan endorsed in 2014 (recommendation 2 of Item 1217/14) be revoked and the revised layout for the bowling greens and croquet lawns (Attachment 1 to Item 584/26) be endorsed. Discussions commence with user groups on funding contributions towards any upgrades. The community and the clubs be advised of the Council's decision.

Advantages of this option:

This option complies with the playing area guidelines for both bowls and croquet and creates the opportunity for a holistic upgrade of the Millswood Sporting Complex, including:

- Two new bowling greens
- A fourth full-size croquet lawn
- Improvements to the existing bowling club building layout, including improvements to bar, kitchen, dining, storage and toilet areas
- Improved access through the site for both vehicles and pedestrians, as well as improved access for people with a disability
- Increased off-street car parking
- Improvements to public recreation areas (although the details are yet to be determined)

Detailed design will provide further information regarding costs, and will enable applications for external funding. While the Bowling club do not fully support this option, this option provides two greens that comply with standard playing area dimensions, albeit with one green being a slightly reduced area.

The concerns from the Bowling Club regarding their capacity to host future tournaments are noted, but need to be balanced with the fact that other facilities in the area may be better placed to do this.

Disadvantages of this option:

Millswood Bowling Club has expressed that they do not fully support this option. Given the opposition to this plan from the bowling club, Council's ability to attract external funding would be significantly reduced.

While it is minimal, the length of both greens is reduced, with the greatest reduction being 1.65 metres along the north-south length of the 'B Green'. The greens are also not adjacent to one another, which may impact social interaction between participants.

The revised layout plan also has an impact on the vacant land known as Millswood Park, resulting in significant changes to the current configuration of this park. It also results in the loss of five trees.

Option 3 – Do not endorse the revised layout option and continue with the original layout plan identified in the 2014 Improvement Plan.

The original layout plan was developed through community engagement and received support from all user groups, with the exception of the bowling club. This option does not meet the needs of the Bowling club, nor allow for their anticipated growth. Given the opposition to this plan from the bowling club, Council's ability to attract external funding would be significantly reduced.

Option 4 – No further action on this project be undertaken.

As noted in previous reports, this project is envisaged to be progressed at a future time when funding becomes available. It is noted that there may well be a degree of scepticism that funding will ever become available given the current condition of the Federal and State budgets. However, not undertaking any further action is likely to diminish the case for external funding if it becomes available.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

5.1 Financial/budget

Undertaking master planning for the Goodwood Oval and Millswood Sporting Complex Improvement Plan is a specific action within Council's 4 Year Plan. In its Long Term Financial Plan, Council has notionally allocated \$500K in 2019/20 and \$500K in 2020/21 for implementation of the Goodwood Oval and Millswood Sporting Complex Improvement Plan.

To date, approximately \$20,000 has been spent on detailed design in 2015/16, with \$45,000 spent on developing the Improvement Plan in 2013/14. While the development of the revised layout option has added an additional \$5,000 to the budget, the consultant has advised they are confident that the remainder of the detailed design project can be completed within the current budget (depending on Council's preferred direction and the scope of the project). Further community engagement in relation to building upgrades can be undertaken within existing budgets.

It is important to note that some actions may be implemented using planned capital replacement funding, such as playground replacement, and other projects may be completed with combined Club and grant funding, such as internal building improvements. Implementation of the Improvement Plans for both complexes will need to be considered against other Council priorities and as external funding opportunities become available.

As outlined in previous reports to Council regarding sport facility upgrades, there are several precedents and various financial models that have been used for major upgrades at other Council owned facilities (e.g. Unley Oval). These models can vary, but typically clubs contribute up to a third of the total cost.

It is therefore suggested that discussions commence with user groups and other external funding bodies regarding the potential improvements at Millswood Sporting Complex.

Additionally, since the Improvement Plan was endorsed in August 2014, it should be noted that Millswood Croquet Club has invested in various improvements, including new fencing along the western boundary, enabling the provision of a third full-size lawn.

5.2 Legislative/Risk Management

Any legislation and risk implications will be considered as part of the development application and construction process. Should Council invest in any building improvements at Millswood Sporting Complex, consideration should be given to planning controls relating to the site.

The site is located within the Residential Historic Conservation Zone where the primary purpose is the retention and conservation of existing contributory dwellings. This zone also recognises the existence of community facilities and there is potential for a reasonable expansion of existing community facilities. Planning considerations will be worked through during further detailed design.

Under the *Local Government Act 1999*, Council may revoke a previous endorsed recommendation (the original layout plan for Millswood Sporting Complex) and endorse an alternative recommendation.

5.3 Stakeholder Engagement

Extensive stakeholder and community engagement was undertaken as part of the development of the Improvement Plan (in 2014) and both clubs have been consulted as part of the development of the revised layout plan.

Consultation with directly affected stakeholders, including other clubs at Millswood Sporting Complex and residents living adjacent to the site, was undertaken during August 2016. It is proposed that community engagement be undertaken as part of any further detailed design; however, consideration must be given to any future changes the project may experience.

6. REPORT CONSULTATION

This report has been developed in consultation with the General Manager Community and General Manager Economic Development and Planning, Group Manager Governance, Manager Finance and traffic staff.

7. ATTACHMENTS

- 1. Layout plan as shown in the Goodwood Oval and Millswood Sporting Complex Improvement Plan (August 2014).
- 2. Existing layout of croquet and bowls facilities.
- 3. Revised layout plan (September 2016).
- 4. Feedback from Millswood Bowling Club.
- 5. Feedback from Millswood Croquet Club.

8. REPORT AUTHORISERS

<u>Name</u>	<u>Title</u>
Megan Berghuis	General Manager Community
David Litchfield	General Manager Economic Development & Planning
Peter Tsokas	Chief Executive Officer

REPORT TITLE: CONFIDENTIALITY MOTION FOR ITEM 619 –

CENTENNIAL PARK CEMETERY AUTHORITY -

BUSINESS CASE

ITEM NUMBER: 618

DATE OF MEETING: 26 SEPTEMBER 2016 **AUTHOR:** CAROL GOWLAND

JOB TITLE: EXECUTIVE ASSISTANT TO CEO & MAYOR

PURPOSE

To recommend that Item 619 be considered in confidence at the 26 September 2016 Council meeting and that the Minutes, Report and Attachment remain confidential until the confidentiality order is revoked by the Chief Executive Officer at a future date.

RECOMMENDATION

MOVED: SECONDED:

That:

1. Pursuant to Section 90(2) and 90(3)(d) of the Local Government Act 1999 the Council orders the public be excluded, with the exception of the following:

Mr P Tsokas, Chief Executive Officer

Ms M Berghuis, General Manager Community

Mr J Devine, General Manager Assets and Infrastructure

Mr D Litchfield, General Manager Economic Development and Planning

Ms R Wilson, Group Manager Governance

Ms N Tinning, General Manager Business Support and Improvement

Ms C Gowland, Executive Assistant to CEO and Mayor

Ms K Jaensch, Executive Assistant to GM Assets and Infrastructure

on the basis that it will receive and consider the report and attachments on the Centennial Park Cemetery Authority's Business Case and that the Council is satisfied that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter on the grounds that they contain:

- (d) 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, or to confer a commercial advantage on a third party; and
 - (ii) would, on balance, be contrary to the public interest.

REPORT TITLE: CONFIDENTIALITY MOTION TO REMAIN IN

CONFIDENCE ITEM 619 – CENTENNIAL PARK CEMETERY AUTHORITY – BUSINESS CASE

ITEM NUMBER: 620

DATE OF MEETING: 22 SEPTEMBER 2016 **AUTHOR:** CAROL GOWLAND

JOB TITLE: EXECUTIVE ASSISTANT TO CEO & MAYOR

PURPOSE

To recommend that Item 619 remain in confidence at the 26 September 2016 Council meeting until the order is revoked by the Chief Executive Officer.

RECOMMENDATION

MOVED: SECONDED:

That:

- 1. The report be received.
- 2. Pursuant to Section 91(7) and (3)(d) of the Local Government Act:
 - 2.1 The
 - ☑ Minutes
 - ☑ Report
 - Attachments

remain confidential on the basis that the information contained in this report could prejudice the commercial position of the person who supplied the information, or confer a commercial advantage on a third person, and

the minutes, report and attachments will be kept confidential until the item is revoked by the Chief Executive Officer.

REPORT TITLE: CONFIDENTIALITY MOTION FOR ITEM 622 -

BROWN HILL KESWICK CREEK

ITEM NUMBER: 621

DATE OF MEETING: 26 SEPTEMBER 2016

AUTHOR: KELLEY JAENSCH

JOB TITLE: EXECUTIVE ASSISTANT ECONOMIC

DEVELOPMENT AND PLANNING

<u>PURPOSE</u>

To recommend that Item 622be considered in confidence at the 26 September 2016 Council meeting and that the Minutes, Report and Attachment remain confidential until the confidentiality order is revoked by the Chief Executive Officer at a future date.

RECOMMENDATION

MOVED: SECONDED:

That:

1. Pursuant to Section 90(2) and 90(3)(j) of the Local Government Act 1999 the Council orders the public be excluded, with the exception of the following:

Mr P Tsokas, Chief Executive Officer

Ms M Berghuis, General Manager Community

Mr J Devine, General Manager Assets and Infrastructure

Ms R Wilson, Group Manager Governance

Ms N Tinning, Group Manager Business Support and Improvement

Ms C Gowland, Executive Assistant to CEO and Mayor

Ms K Jaensch. Executive Assistant Assets and Infrastructure

on the basis that it will receive and consider the report on the Brown Hill Keswick Creek and that the Council is satisfied that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter on the grounds that they contain:

- (j) information the disclosure of which -
 - (i) would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the council, or a person engaged by the council); and
 - (ii) would, on balance, be contrary to the public interest.

REPORT TITLE: CONFIDENTIALITY MOTION TO REMAIN IN

CONFIDENCE ITEM 622 - BROWN HILL

KESWICK CREEK

ITEM NUMBER: 623

DATE OF MEETING: 26 SEPTEMBER 2016

AUTHOR: KELLEY JAENSCH

JOB TITLE: EXECUTIVE ASSISTANT ECONOMIC

DEVELOPMENT AND PLANNING

PURPOSE

To recommend that the Report to Item 622 remain in confidence at the 26 September 2016 Council meeting until the order is revoked by the Chief Executive Officer.

RECOMMENDATION

MOVED: SECONDED:

That:

- 1. The report be received.
- 2. Pursuant to Section 91(7) and (9) of the Local Government Act:
 - 2.1 The
 - ☑ Report

remain confidential on the basis that the information supplied contains information provided on a confidential basis; and would on balance be contrary to the public interest.

2.2 The Report be kept confidential until the item is revoked by the Chief Executive Officer or the documents are tabled in Parliament.