



COUNCIL AGENDA

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 25 JULY 2016

7.00pm

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

Megan Berghuis
Acting 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”

APPOINTMENT OF ACTING PRESIDING MEMBER

Prior to the commencement of the Council meeting the Acting Chief Executive Officer will call for nominations for the appointment of an Acting Presiding Member for the 25 July 2016 meeting of the Council.

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

ORDER OF BUSINESS

ITEM NO

PAGE NO

APOLOGIES

Mayor Lachlan Clyne
Councillor Michael Rabbitt

518 **CONFLICT OF INTEREST**

1

ITEM NO**PAGE NO****MINUTES**

- | | | |
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| 519 | Minutes of the Council meeting held on Monday 25 June 2016 | 2 |
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Minutes issued separately

- | | | |
|-----|-----------------------------------|---|
| 520 | DEFERRED / ADJOURNED ITEMS | 3 |
|-----|-----------------------------------|---|

Deferred Item 487 – Confirmation of Item 24 – UBED Strategic Plan – Unley Business and Economic Development Committee Minutes – 1 June 2016

PETITION**PRESENTATION****DEPUTATIONS****REPORTS OF COMMITTEES**

To receive and adopt or otherwise the reports and recommendations of the undermentioned Committees

- | | | |
|-----|--|-------|
| 521 | Development Strategy and Policy Committee | 4 – 5 |
|-----|--|-------|

Minutes of the Development Strategy and Policy Committee – 18 July 2016

Minutes Attached**REPORTS OF OFFICERS****GENERAL MANAGER ECONOMIC DEVELOPMENT AND PLANNING – Mr David Litchfield**

- | | | |
|-----|---|---------|
| 522 | Parkside On Street Parking | 6 – 13 |
| 523 | Walking and Cycling Plan Review | 14 – 23 |
| 524 | Update – Pay for Use Parking Trial | 24 – 28 |
| 525 | Appointment of Development Assessment Panel Members (“DAP”) | 29 – 33 |

ITEM NO**PAGE NO****GENERAL MANAGER COMMUNITY – Ms Megan Berghuis**

Nil reports

GENERAL MANAGER ASSETS AND ENVIRONMENT – Mr John Devine

Nil reports

OFFICE OF THE CHIEF EXECUTIVE OFFICER (Mr Peter Tsokas)

526	Review of Council Policies	34 – 39
527	Council Representative to LGFA Annual General Meeting	40 – 42
528	Chief Executive Officer's KPIs 2016/17	43 – 45
529	Council Action Report	46

QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

530	Questions on Notice from Councillor Hudson re Footpath Paving	47 – 48
531	Questions on Notice from Councillor Palmer re Swimming Pool Safety	49

532	QUESTIONS WITHOUT NOTICE	50
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CORRESPONDENCE

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- Councillor Palmer
- Councillor Schnell
- Councillor Hughes

MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

537 Motion on Notice – Councillor Palmer – Traffic Concerns Mills Street Clarence Park 55 – 56

538 Motion on Notice – Councillor Hewitson – Greening 57 – 58

MOTIONS WITHOUT NOTICE**CONFIDENTIAL ITEMS**

539 Confidentiality Motion for Item 540 – Brown Hill Keswick Creek 59

540 Brown Hill Keswick Creek – Stormwater Management Project 60 – 65

541 Confidentiality Motion to Remain in Confidence – Brown Hill Keswick Creek 66

SUGGESTED ITEMS FOR NEXT AGENDA

Draft Permits for Business Purposes Policy	Council recommendation in March 2016 – report will be brought back to August meeting outlining a draft policy
Confirmation of I&S Committee Minutes	Confirm the recommendations of the I&S Committee
Confirmation of C&C Committee Minutes	Confirm the recommendations of the C&C Committee
Council Action Report	Update of all Council recommendations
Review of Confidentiality Orders	Review all Confidentiality Orders of Council
Millswood Sporting Complex detailed design	
Code of Practice for Meeting Procedure review	Mandatory annual review of Meeting Code
Review of Section 41 Committees	
Hire of Community Centres and Town Hall Fee	Council endorsement to revoke the Hire of

Discount Policy	Community Centres Policy and the Hire of Town Hall Policy and replace with an updated and combined Hire of Community Centres and Town Hall Fee Discount Policy.
Conservation Grants	
Quarterly Corp Performance Report	
Historic Encroachment	
Wayville, Unley, Goodwood LATM Plan	To provide information on the outcome of the community engagement and seek Council endorsement.
New licence to B&M Glass – Charles Walk	

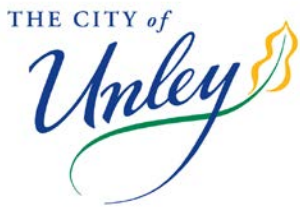
NEXT MEETING

Monday 22 August 2016 – 7.00pm

CONFLICT OF INTEREST

TITLE:	CONFLICT OF INTEREST
ITEM NUMBER:	518
DATE OF MEETING:	25 JULY 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 not 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 a 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

TITLE: CONFIRMATION OF MINUTES FOR COUNCIL
MEETING HELD ON 27 JUNE 2016

ITEM NUMBER: 519

DATE OF MEETING: 25 JULY 2016

ATTACHMENTS: NIL

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The minutes of the Council Meeting held on Monday 27 June 2016, as printed and circulated, be taken as read and signed as a correct record with the following amendment:

ITEM 490

RUGBY/PORTER STREETS BIKEWAY – DESIGN AND COMMUNITY ENGAGEMENT

DIVISION

A Division was called and the previous decision set aside.

Those voting in the affirmative:

*Councillors Smolucha, Hewitson, Salaman, Palmer, Hughes,
Lapidge, Sangster and Rabbitt*

Those voting in the negative:

Councillors Schnell, Boisvert and Hudson.

*The MOTION was declared **CARRIED***

ITEM 520

**DEFERRED ITEM 487 – CONFIRMATION OF ITEM 24 – UBED STRATEGIC
PLAN - THE UNLEY BUSINESS AND ECONOMIC DEVELOPMENT COMMITTEE**

ITEM 487

UNLEY BUSINESS AND ECONOMIC DEVELOPMENT COMMITTEE MINUTES

MOVED Councillor Lapidge
SECONDED Councillor Palmer

That:

1. The Minutes of the Unley Business and Economic Development Committee meeting held on Wednesday 1 June 2016, be received:
2. The recommendations listed under:

Item 23

Association Coordinators' Quarterly Reports for the Period Ending 31 March 2016

be adopted and

Item 24

UBED Strategic Plan

be deferred until the Council meeting to be held on 25 July 2016.

CARRIED UNANIMOUSLY

REPORT OF COMMITTEE

TITLE: MINUTES OF UNLEY BUSINESS & ECONOMIC DEVELOPMENT (UBED) COMMITTEE

ITEM NUMBER: 487

DATE OF MEETING: 27 JUNE 2016

ATTACHMENTS: 1. MINUTES OF MEETING

EXECUTIVE SUMMARY

ITEM 23

ASSOCIATION COORDINATORS' QUARTERLY REPORTS FOR THE PERIOD ENDING 31 MARCH 2016

To provide Members with information on the activities of the Main Street Associations for the periods ending 31 March 2016.

ITEM 24

UBED STRATEGIC PLAN

This report is to introduce the Draft Strategic Plan framework prepared by Doug Strain after the workshop on 11 May 2016. The Committee now needs to populate the tables in the action plan.

RECOMMENDATION

MOVED:

SECONDED:

That:

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

Item 23

Association Coordinators' Quarterly Reports for the Period Ending 31 March 2016

Item 24

UBED Strategic Plan

inclusive, be adopted.

UNLEY BUSINESS AND ECONOMIC DEVELOPMENT COMMITTEE

Minutes of Meeting

**Held Wednesday, 1 June 2016 commencing at 6.30pm
Council Chambers
181 Unley Road Unley**

MEMBERS PRESENT:

Councillor Anthony Lapidge
Councillor Don Palmer
Councillor Luke Smolucha (arr. 6.33pm)
Doug Strain
Orren Pruncken
Alison Snel
Jodie Gaffney
Craig Phillips
Susan Straschko

ELECTION OF ACTING PRESIDING MEMBER:

MOVED: Councillor Palmer

SECONDED: Susan Straschko

That Councillor Lapidge be elected as Acting Presiding Member for the 1 June 2016 Unley Business and Economic Development meeting.

CARRIED

OFFICERS PRESENT:

Mr David Litchfield, General Manager Economic Development & Planning
Ms Laura De Bono, Coordinator Economic Development
Ms Kelley Jaensch, Executive Assistant to GM Economic Development & Planning

ACKNOWLEDGMENT:

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

APOLOGIES:

Councillor John Koumi – Presiding Member
Mayor Lachlan Clyne – ex Officio
Leonie Clyne

OBSERVERS:

Nil

CONFIRMATION OF MINUTES:

MOVED: Doug Strain

SECONDED: Alison Snel

That the minutes of the meeting of the Unley Business and Economic Development Committee held on Wednesday, 2 March 2016 as printed and circulated, be taken as read and signed as a correct record.

CARRIED UNANIMOUSLY

DEPUTATIONS

Nil

PRESENTATION:

Nil

ITEM 23

**ASSOCIATION COORDINATORS' QUARTERLY REPORTS FOR THE PERIOD
ENDING 31 MARCH 2016**

MOVED: Councillor Palmer

SECONDED: James Morris

The Committee recommends to Council that:

1. The report be received.

CARRIED

***ITEM 24**

UBED STRATEGIC PLAN

SUSPENSION OF MEETING PROCEDURES

The Acting Presiding Member advised the Committee that he thought the meeting would benefit from a short term suspension of meeting procedures, for 45 minutes, to allow for open discussion.

This was agreed with a two thirds majority.

The meeting procedures were suspended at 7pm.

Item 24
UBED Strategic Plan - Continued

FURTHER EXTENSION TO MEETING PROCEDURES

A further extension to the suspension of meeting procedures for 45 minutes was supported with a two thirds majority.

Meeting procedures were suspended at 7.45pm.

FURTHER EXTENSION TO MEETING PROCEDURES

A further extension to the suspension of meeting procedures for 30 minutes was supported with a two thirds majority.

Meeting procedures were suspended at 8.30pm.

Meeting procedures were reinstated at 8.55pm.

MOVED: Councillor Palmer

SECONDED: James Morris

The Committee recommends to Council that:

1. The report be received.
2. The Unley Business and Economic Development Committee, subject to finalising minor outstanding matters, recommends the strategy for adoption.

CARRIED UNANIMOUSLY

CLOSE OF MEETING:

The Acting Presiding Member closed the meeting at 8.55pm.

.....
PRESIDING MEMBER

.....

UBED STRATEGY 2016 TO 2019

By 2019 Unley will be recognised as one of Adelaide's leading communities for supporting business and economic development. Through innovation and embracing new technology, Unley Council will demonstrate inspired leadership to seize the opportunities of tourism, and potential key development sites and retail/commercial precincts, within its evolving demography.

STRATEGIC THEMES/KEY RESULT AREAS

- *Innovation and embracing new technology* will be demonstrated by Council:
 - ◇ optimising the benefits of the “Find Your Everything” initiative
 - ◇ adopting them in delivering its own services & infrastructure
 - ◇ promoting new innovations & technologies, e.g. NBN & Airbnb
- *Inspired leadership* will be demonstrated by Council:
 - ◇ living its values through its employees and their actions
 - ◇ accepting risk as an inevitable part of any action
 - ◇ fostering responsible win-win relationships with all internal and external stakeholders
- *Seizing the opportunities of tourism* will be demonstrated by Council:
 - ◇ maintaining an active community events program
 - ◇ developing and promoting an effectively targeted branding strategy
- *Seizing the opportunities of potential key development sites and retail/commercial precincts* will be demonstrated by Council:
 - ◇ facilitating partnerships with and between established trade precincts
 - ◇ maximising the benefits available through the Council's Strategic Planning Projects & Development Plan Amendment Program
- *Realising the opportunities of its evolving demography* will be demonstrated by Council:
 - ◇ securing the full benefits of its Active Ageing Policy
 - ◇ securing the full benefits of its Living Young Action Plan

UBED ACTION PLAN

1. Strategic Theme – Technology & Innovation

Key Result Area	Key Actions	Key Performance Indicator	Responsible Agent/Partner(s)	Target Outcome by 31 Dec 16	Target Outcome by 31 Dec 19
<i>'Find Your Everything'(FYE)</i>	Connect all retail & service businesses that pay the separate rate to FYE	Percentage of those eligible that have not opted out	Mainstreet Marketing Coordinators	60 per cent	95 per cent
	Connect all retail & service businesses to FYE	Percentage of those eligible that have not opted out	GM ED&P	Database of business established and contact being made	50 per cent
	Further develop FYE functionality	No. of new initiatives	Mainstreet Marketing Coordinators & GM ED&P	One	Four
Council Infrastructure & Services	Revise Council's ICT Strategy	New ICT Strategy	CEO	Completed	Reviewed annually
	Upgrade(right grade) Council's ICT infrastructure	Percentage satisfaction in Annual Community Survey ¹	CEO	60 per cent	90 per cent
New Initiative - NBN	Active promotion of NBN rollout	Link on Council website	TBA	Completed	

¹ Completed by an external/independent agent to include staff, ratepayers, customers/clients & elected members

2. Strategic Theme – Leadership

Key Result Area	Key Actions	Key Performance Indicator	Responsible Agent/Partner(s)	Target Outcome by 31 Dec 16	Target Outcome by 31 Dec 19
Culture	Foster a culture of responsible risk taking, effective communication & win-win relationships	Management Training	CEO	Being undertaken	Ongoing
		Survey ²	CEO	NA	80 per cent
Process Improvement	Undertake process efficiency review	Review	CEO/Relevant GM	Completed	Ongoing
	Establish process improvement plan	Plan	CEO/Relevant GM	Completed	Ongoing
	Implement annual process improvement plan	Survey ³	CEO/Relevant GM	Completed annually	Reviewed

² Completed by an external/independent agent to include staff, ratepayers, customers/clients & elected members

³ Completed by an external/independent agent to include staff, ratepayers, customers/clients & elected members

3. Strategic Theme – Tourism

Key Result Area	Key Actions	Key Performance Indicator	Responsible Agent/Partner(s)	Target Outcome by 31 Dec 16	Target Outcome by 31 Dec 19
Community Events Program	Maintain current event program	Current program continuing	GM Com	100 per cent	100 per cent
	Identify and secure additional community events	No. of new events	GM Com	Nil	One
	Ensure event program remain a positive	Survey ⁴	GM Com	75 per cent	95 per cent
Branding	Develop a branding strategy	Developed	TBA	Completed by 30 Jun 17	Review as necessary
	Annual brand audit ⁵	Undertaken	TBA	First audit completed 30 Jun 18	Audited annually
	Increasing Unley's online presence as a destination including alternative accommodation services such as Airbnb	To be developed	TBA	To have KPIs developed	To be determined

⁴ Undertaken by an external/independent agent of all relevant businesses

⁵ Completed by an external/independent agent to include staff, ratepayers, customers/clients & elected members

4. Strategic Theme – Development Potential of Focus/Key Areas

Key Result Area	Key Actions	Key Performance Indicator	Responsible Agent/Partner(s)	Target Outcome by 31 Dec 16	Target Outcome by 31 Dec 19
Existing Trader Associations	Review roles & functions of existing trader associations	Review undertaken	GM ED&P	Completed	Review as needed
	Operating effectively	Percentage satisfaction in annual survey ⁶	Mainstreet marketing coordinators	75 per cent	95 per cent
New Commercial Precincts, (i.e. those without trader associations)	Identify & consult	No. consulted	GM ED&P	Five	Review as needed
	A form of alliance established	No. of alliances established	GM ED&P	One	Five
Home-based Business	Gain better understanding of home-based business & their needs	Consultation undertaken	GM ED&P	Completed(by 30 Jun 17)	Review as needed
	Develop response to understanding gained	Strategy & plan developed	GM ED&P	NA	In place by 30 Jun 18
Unley Central	Unley Central Precinct DPA	Progress	GM ED&P	Finalised	NA
	Development commenced	No. of new developments	GM ED&P	NA	One
Strategic Planning Projects & Development Plan Amendment Program	Promote continued innovation in planning options	Percentage satisfaction in annual community survey	GM ED&P	75 per cent	90 per cent

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5. Strategic Theme – Demographics

Key Result Area	Key Actions	Key Performance Indicator	Responsible Agent/Partner(s)	Target Outcome by 31 Dec 16	Target Outcome by 31 Dec 19
Active Ageing Policy	Review policy & action plan for ED contributing elements	Review undertaken	GM ED&P	Finalised	NA
	Effect policy & action plan	Percentage Completed	GM Com	50 per cent	95 per cent
	Review effectiveness	Percentage satisfaction in survey ⁷	CEO	NA	80 per cent
	Revise & enhance as necessary	Completed	CEO	NA	Completed
Living Young Action Plan	Review policy & action plan for ED contributing elements	Review undertaken	GM ED&P	Finalised	NA
	Effect policy & action plan	Percentage completed	GM Com	50 per cent	95 per cent
	Review effectiveness	Percentage satisfaction in survey ⁸	CEO	NA	80 per cent
	Revise & enhance as necessary	Completed	CEO	NA	Completed

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⁸ Undertaken by an external/independent agent of all relevant businesses

REPORT OF COMMITTEE

TITLE:	MINUTES OF DEVELOPMENT STRATEGY AND POLICY COMMITTEE MEEETING – 18 JULY 2016
ITEM NUMBER:	521
DATE OF MEETING:	25 JULY 2016
ATTACHMENTS:	1. MINUTES OF MEETING

EXECUTIVE SUMMARY

Item 19

Unley Central Development Plan Amendment – Pre-Consultation draft

A consultant team, led by URPS, has been contracted to prepare the *Unley Central Precinct Development Plan Amendment (Unley Central DPA)*.

The report includes a summary of the 'Design Lab' consultation workshop session with key stakeholders on the 13 April 2016 as a follow-up to the presentation to the Committee by URPS on the 18 April 2016.

URPS presented the initial pre-consultation draft of the *Unley Central DPA* to the Committee for its consideration and facilitated discussion to refine any determined final alterations, before preparing for Council's consideration in August 2016.

Further reports for consideration will be provided to the Committee as necessary to resolve the draft DPA and address its progress through the process of consultation, review and final approval.

Item 20

Planning Strategy and Policy Program Update

Provided a regular update on the progress of the Strategic Planning Projects and Planning Policy Development Plan Amendment program.

RECOMMENDATION

MOVED:

SECONDED:

That:

1. The minutes of the Development Strategy and Policy Committee meeting held on Monday 18 July 2016, be received.
2. The recommendations listed under:

Item 19

Unley Central Development Plan Amendment – Pre-consultation Draft

Item 20
Planning Strategy and Policy Program Update

inclusive, be adopted.

DEVELOPMENT STRATEGY AND POLICY COMMITTEE

Minutes of Meeting

**Held Monday, 18 July 2016 commencing at 7.00pm
Civic Centre
181 Unley Road Unley**

MEMBERS PRESENT:

Councillor Don Palmer – Presiding Member
Councillor J Koumi
Councillor A Lapidge
Councillor J Boisvert
Councillor L Smolucha
Councillor R Salaman
Mr G Pember
Mr S Yarwood
Mr L Roberts

OFFICERS PRESENT:

Mr David Litchfield, General Manager Economic Development & Planning
Mr David Brown, Principal Policy Planner
Ms Kelley Jaensch, Executive Assistant to GM Economic Development & Planning

ACKNOWLEDGEMENT

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

CONFIRMATION OF MINUTES

MOVED: Councillor Salaman
SECONDED: Stephen Yarwood

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

CARRIED UNANIMOUSLY

APOLOGIES

Mayor Lachlan Clyne
Mr D Wallace

OBSERVERS

Councillor Hewitson

PRESENTATION

Grazio Maiorano and Geoff Butler from URPS presented on the Unley Central Development Plan amendment.

ITEM 18 **CONFLICT OF INTEREST**

Nil.

ITEM 19 **UNLEY CENTRAL DEVELOPMENT PLAN AMENDMENT – PRE-CONSULTATION DRAFT**

SUSPENSION OF MEETING PROCEDURES

The Presiding Member advised Members that he thought the Committee would benefit from a suspension of meeting procedures on the above Item for a period of up to 45 minutes, to allow for open discussion on this Item.
This was agreed with a two thirds majority.

Meeting procedures were suspended at 7.15pm.

FURTHER SUSPENSION OF MEETING PROCEDURES

The meeting procedures were suspended for a further 15 minutes at 8pm.
This was agreed with a two thirds majority.

FURTHER SUSPENSION OF MEETING PROCEDURES

The meeting procedures were suspended for a further 5 minutes at 8.15pm.
This was agreed with a two thirds majority.

Meeting procedures resumed at 8.20pm.

MOVED: Councillor Boisvert
SECONDED: Councillor Smolucha

The Committee recommends to Council that:

1. The report be received.
2. The URPS *Unley Central Precinct DPA Summary of Design Lab* stakeholder consultation documentation be noted.
3. The draft *Unley Central DPA* (and the summary of proposed minor amendments) be noted.

4. It be noted the traffic investigations supporting the current DPA proposals indicate there are no significant implications in the short-term. The issues identified for the longer-term should be considered via Council's broader strategic planning processes.
5. A finalised draft *Unley Central DPA* (addressing the minor amendments) be prepared and presented for endorsement as suitable for public consultation to Council at its meeting on the 22 August 2016.

CARRIED UNANIMOUSLY

ITEM 20

PLANNING STRATEGY AND POLICY PROGRAM UPDATE

MOVED: Councillor Lapidge

SECONDED: Councillor Boisvert

The Committee recommends to Council that:

1. The report be received.

CARRIED UNANIMOUSLY

The Presiding Member closed the meeting at 8.27pm.

.....
PRESIDING MEMBER
.....

DECISION REPORT

REPORT TITLE: PARKSIDE – ON-STREET PARKING
ITEM NUMBER: 522
DATE OF MEETING: 25 JULY 2016
AUTHOR: SATYEN GANDHI
JOB TITLE: MANAGER TRANSPORT AND TRAFFIC

EXECUTIVE SUMMARY

At the April 2016 meeting, Council received an Information report on on-street parking issues in Parkside. The report followed two petitions received from businesses and residents of the area, explaining on-street parking accessibility as one of the daily challenges experienced in the local area. Local streets in the Parkside area experience a high parking demand from both the business and resident communities. A portion of the on-street vehicles are thought likely to be commuters parking in the area. In this April report, Administration advised that a further report would be presented to Council if investigations revealed any viable options for addressing the problems.

The purpose of this report is to provide information on potential measures to alleviate the parking issues in the area and seek Council support for undertaking community engagement on the matter. Further design works and community engagement may cost in order of \$15,000, which is suggested to be considered for a budget allocation at an appropriate quarterly budget review in financial year (FY) 16/17, if Council support the proposals.

Attachment 1 to Item 522/16, shows the potential to create an additional 19 parking spaces along Greenhill Road. This could be done by installing indented parking bays in the existing verge areas. DPTI approval would be required for this to occur. Indented parking bays would cost in the order of \$100 000.

A further option is to trial 'smart parking' technology, incorporating in-ground sensor installations to assist the Regulatory team to enforce parking controls on a real time basis. The costs of implementation of the works associated with 'smart parking' are likely to be in order of \$40,000, which should be considered following the outcome of community engagement on the above matter.

Attachment 1

If the additional parking bays are available on a pay for use basis, they could possibly be self-funding.

RECOMMENDATION

That:

1. The report be received.
 2. Subject to approval from DPTI of the concept, community engagement on (pay for use) parking bay indentation 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.
 3. A report outlining the outcome of the above community engagement be presented to Council as soon as the results are available.
-

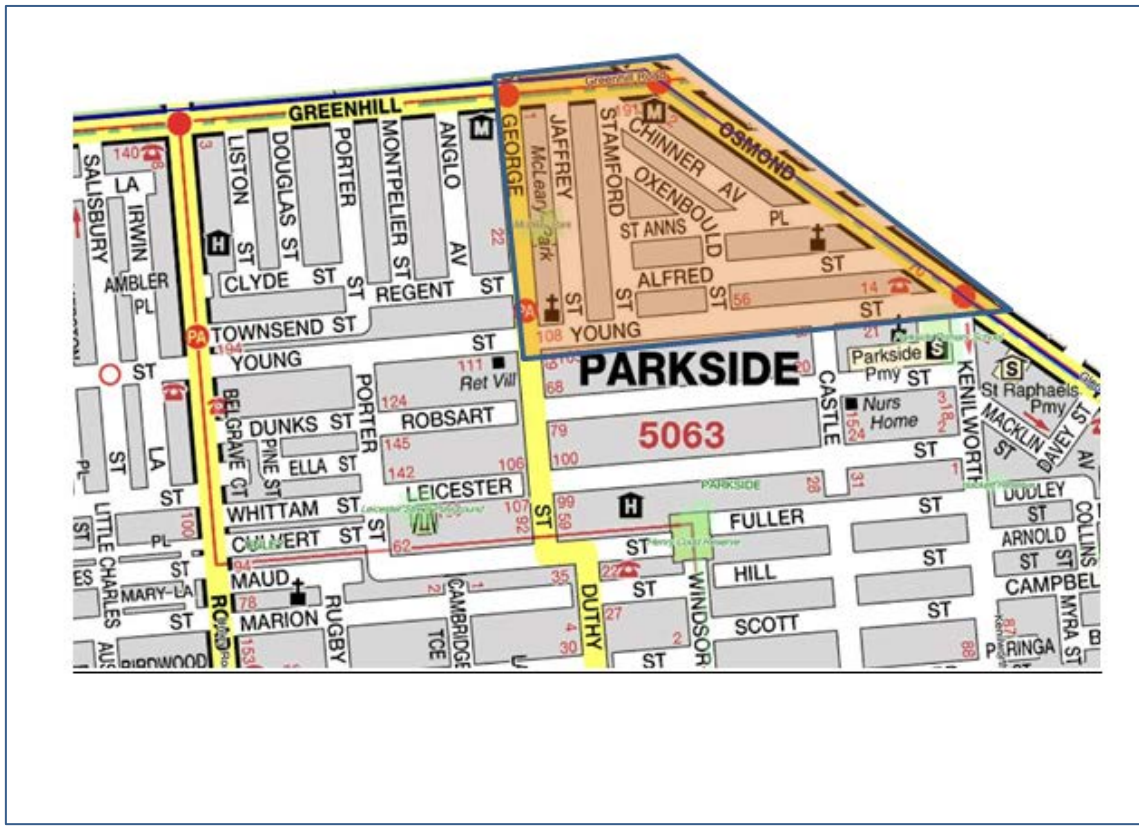
1. RELEVANT CORE STRATEGIES/POLICIES

- 1.1 Moving theme – Community Plan 2033
Strategic Objective - Equitable parking throughout the City

2. DISCUSSION

Council at its meeting held on 26 April 2016, received a report on parking issues in Parkside. Council has received petitions both from the business and resident community citing parking access as a major issue in the local area.

The map below shows the extent of the study area. The subject area experiences high parking demand from both the businesses and residents of the area.



On-street parking demand in Parkside is problematic, but is not uncommon when compared to similarly situated streets. However, the problem is exacerbated by relatively narrower road widths in the area. Parkside does have, comparatively, a higher proportion of older style cottages with limited or no off-street parking. Therefore, a number of residents rely exclusively on utilising on-street parking. Similarly, the businesses in the area are situated in commercial buildings that are unable to accommodate the parking demands of a growing number of employees. The report presented at 26 April 2016 meeting (Item 439/16) provided on-street parking survey results as below:

Local Street	Existing Parking Controls	Average parking occupancy rate during business hours	Approximate number of on-street parking spaces
Stamford Street	No parking 8 am -10 am and 2P Zone	90% - 100%	74
Jaffrey Street	2P zone and No parking zone	90% - 100%	31
Oxenbould Street	2P zone	60% - 80%	72
Chinner Avenue	Emergency vehicle permit parking, No parking zone, 2P zone	60% - 80%	14 (plus 4 reserved for SA Ambulance)
St. Ann's Place	2P zone	60% - 80%	76
Alfred Street	3P Zone	60% - 80%	113

Before considering options available to Council to address the problem, it is worth revisiting the Council objectives in the 2013-16, 4 Year Plan. Objective 3.1 is to have equitable parking throughout the city, and one of the measures against this objective is that the mix of residential and business parking needs are met.

Parking demand in this area is believed to come from three main areas:

- Residential demand – residents and their visitors
- Business demand – employees for long stay parking, and clients/customers for short stay parking
- Commuter demand – from people who drive to this area from elsewhere in the Council or from outside the Council area, and seek long stay parking so that they can catch public transport or walk into the CBD. This is the type of parking that Administration suggests that Council should seek to eliminate from the area. However because of existing parking controls, it is not envisaged that there are high numbers of commuter parkers in the area

There are potential measures by which the on-street parking issues can be alleviated in the area.

Indented Parking Bays

As explained in the April 2016 Council report, Administration undertook investigations into the provision of indented parking bays along Greenhill Road (similar to the ones opposite the Business SA building further along Greenhill Road). Attachment 1 shows, a design option indicating a possibility of creating approximately 19 additional on-street parking spaces in the area along Greenhill Road at Parkside. The costs of the works are likely to be in order of \$100,000 based on experience from similar works. However, final costs are dependent on the detailed design, services relocation requirements and other related issues. Given that Greenhill Road is under the care, control and management of DPTI, Administration has undertaken a boundary survey to establish the parking management responsibility before proceeding further with the designs. Also,

should Council support the design, DPTI will be consulted on the matter as the subject area is abutting Greenhill Road.

Administration recommends installation of parking ticket machines as a way to recover the investment into the infrastructure. Ticketing the 19 new spaces at \$3 per day would generate a net income of around \$10 000 per annum. It would require the installation of 2 new machines at a cost of around \$10 000 per machine (or utilising the machines already owned by Council that were removed earlier in the year at about \$1000 per machine installed). Administration is of the view that charging in excess of \$3 per day is likely to result in not achieving full utilisation of these spaces.

When determining an appropriate fee to charge for all day parking, it is necessary to examine what the alternative is for the drivers who are the potential users of these spaces. At present, these drivers park in the time limited spaces on adjoining residential streets for no cost. This causes the inconvenience of having to move their vehicles once or twice a day. The consideration is “at what threshold does the driver become more willing to move their vehicle than pay the fee?” It is easier to start low and increase the fee if demand warrants such action.

Smart Parking

Residents have the view that there is a commuter parking problem. Without undertaking resource intensive and costly number plate searches, this is not possible to confirm. The high business parking demand makes it almost impossible to differentiate between commuters and business parkers. The area is patrolled regularly by enforcement staff.

One method available to assist with enforcement is the use of “Smart Parking technology. There are jurisdictions overseas and in Australia which have successfully trialled smart parking technologies. Adelaide City Council is currently trialling smart parking technology. Many different technologies fall under this heading, but the proposed technology for Parkside involves installation of wireless sensors (shown in the photo below) in the ground, which are linked to a central Council network. This infrastructure enables real time monitoring and enforcement of time limits and/or illegal parking. A combination of these sensors and RFID technology can allow parking for residents in appropriate areas, while commuter parking can be almost eliminated. The sensors would be provided to permit holders.

If Council wanted to trial the sensor and RFID technology with both employees and residents, under the current Business Parking Permit Policy, employees would not be eligible for permits or RFID devices. Council would need to refine the Policy to take into account the smart technology, and also change the policy in regard to allowing employees to park on streets where significant residential demand is also experienced. The costs of one unit are generally between \$300 - 400 per unit including installation, subject to specific requirements.

If the concept is supported, a further report will be presented outlining the required policy changes if sensors are to be provided to business parkers, and

the financial implications of a trial, initially for 100 parking spaces in Parkside for a 12 months period.

With DPTI recently announcing an extension of Clearway times along Greenhill Road, the demand for on-street parking is likely to exacerbate and as such, the above options will demonstrate that Council is being pro-active and innovative in managing the on-street parking issues.

If the future trial is unsuccessful, the sensors can be removed with relatively little effort and the make good costs are low. Smart parking technology is likely to be the 'way of the future' in parking management, so there is likely to be a market for the sensors if Council decides to sell them. The trial would also deliver more detail about on-going maintenance costs and reliability of the technology.



Photo - In-ground sensors 'Smart Parking'

3. ANALYSIS OF OPTIONS

Option 1 – Subject to approval from DPTI of the concept, community engagement on (pay for use) parking bay indentation along Greenhill Road be supported.

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.

A report outlining the outcome of the above community engagement be presented to Council as soon as the results are available.

This option would enable Council to receive the community's views on the proposal of creating indented parking, and also to receive a report outlining the relevant issues in undertaking a smart parking trial.

Option 2 – Take no further action on the Parkside Parking issue

Option 3 – Provide an alternative option

Council may wish to provide an alternative direction on the matter.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

5.1 *Financial/budget*

- The recommendation is to undertake community consultation and, if the proposals are supported, further detailed design works, which could require a budget allocation at a quarterly budget review of \$15,000 as this is an unfunded initiative. Subject to the community engagement outcome, Council may consider a further budget allocation for implementation of works in FY 17/18.

5.2 *Legislative/Risk Management*

- There are no legislative implications with proposed recommendations.

5.3 *Staffing/Work Plans*

- Council administration can undertake the activity associated with recommendations in FY 16/17 with existing staff resources.

5.4 *Environmental/Social/Economic*

- There are no adverse implications associated with proposed recommendations.

5.5 *Stakeholder Engagement*

- Council has received two petitions regarding the accessibility of on-street parking in Parkside area and as such, it's one of the significant issues for both the business and resident community in local area.
- It is proposed that, subject to DPTI approval, once the design and concept works are undertaken, the local community will be engaged via Your Say Unley, notification in the Eastern Courier Messenger and a direct mail out to relevant stakeholders. This will enable Council to receive feedback from a wide cross section of community which will assist in the direction forward on this matter.

6. REPORT CONSULTATION

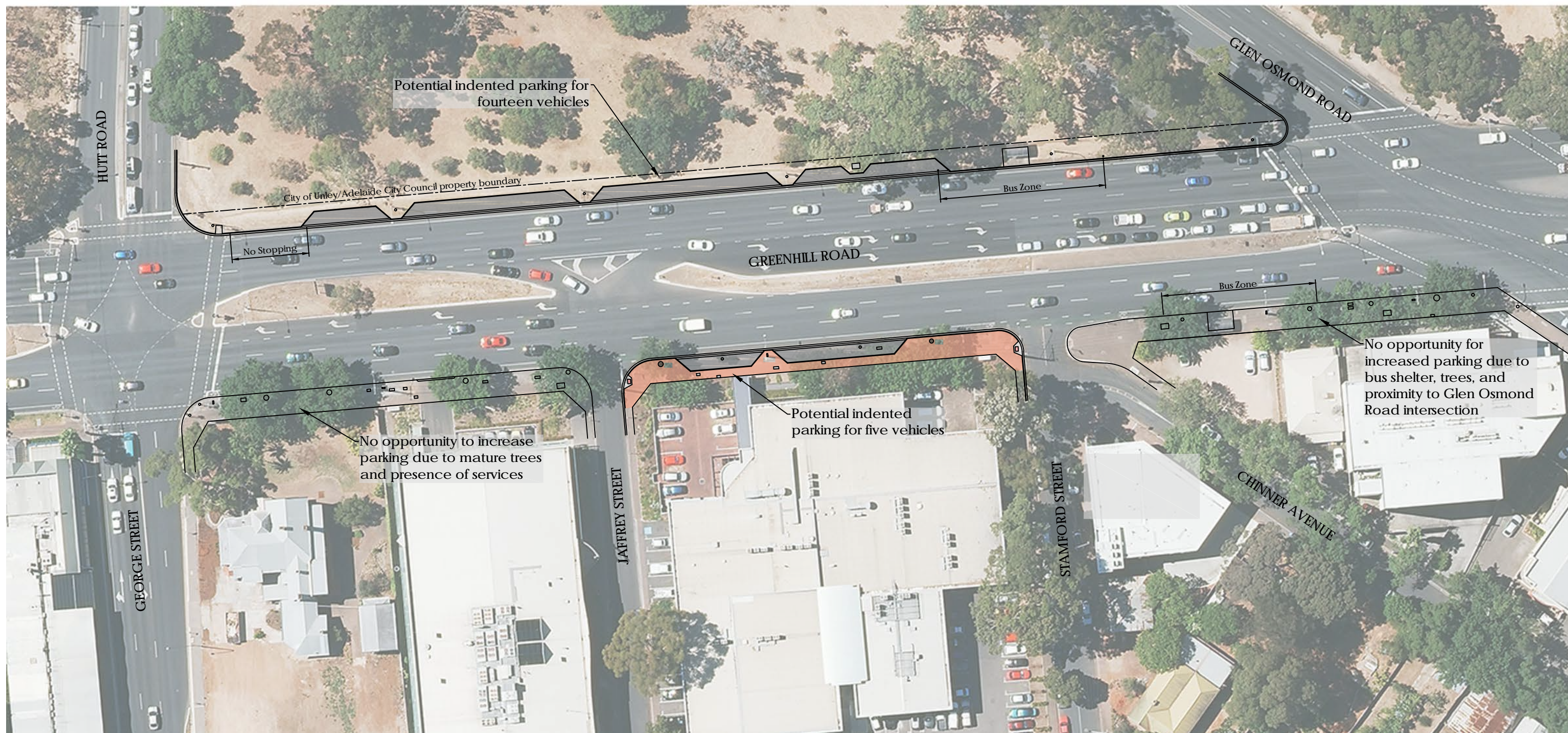
- Regulatory Services team

7. ATTACHMENTS

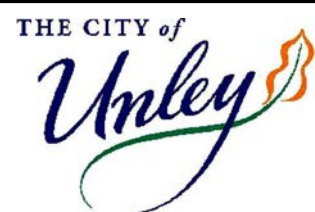
- Concept design parking bays on Greenhill Road, Parkside

8. REPORT AUTHORISERS

<u>Name</u>	<u>Title</u>
David Litchfield	General Manager Economic Development and Planning



Parkside Parking Opportunities



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DRAWN BY: Hayden Schamberg

DATE: 6 July 2016

SCALE: 1:750

SHEET SIZE: A3

EDITION: 1

DECISION REPORT

REPORT TITLE: WALKING AND CYCLING PLAN REVIEW
ITEM NUMBER: 523
DATE OF MEETING: 25 JULY 2016
AUTHOR: SATYEN GANDHI
JOB TITLE: MANAGER TRANSPORT AND TRAFFIC

1. **EXECUTIVE SUMMARY**

- The purpose of this report is to provide information on the outcomes of the community engagement undertaken in relation to the draft Walking and Cycling Plan 2016-2021 (WCP), and also to provide comments by Administration on some components of the draft Plan.
- The WCP sets out the walking and cycling networks across the City of Unley, and the actions necessary to achieve the desired network and environment.
- The actions recommended in the Plan range from advocacy and education, to infrastructure improvements and changes. These are set out in the five year action plan section of the WCP.
- The draft WCP was recommended to Council to endorse for community engagement by the Infrastructure and Sustainability Committee in December 2015. Community engagement occurred in April/May 2016 and a significant amount of feedback was received. In general, the Plan was supported by the community, but has since been updated to reflect the feedback received.
- A number of the proposed projects require further investigation to determine feasibility and viability. For this reason, outright adoption of the Strategy is not proposed at this time.
- Funding has already been allocated for the 2016/17 financial year to undertake the first tranche of work, and the proposed projects to be undertaken with this funding are discussed, as well as a process to determine funding in future years.

2. **RECOMMENDATION**

That:

1. The report be received.
2. The draft Walking and Cycling Plan 2016-2021 be adopted as a future aspirational goal, and the implementation of projects not completed in the 2016/17 year be considered in future budgets when further information regarding those projects is available.

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.
-

1. RELEVANT CORE STRATEGIES/POLICIES

- Community Plan 2033 - Moving
An integrated, accessible and pedestrian-friendly City
Alternative travel options
- Active Ageing Strategy
Focus Area 1 – Outdoor Spaces and Buildings
Focus Area 2 – Transportation

2. DISCUSSION

Council's current Bicycle and Pedestrian Plan was adopted in 2006. Following a successful application for grant funding from the Department of Planning, Transport and Infrastructure, a review of this plan has been undertaken.

The WCP 2016-2021 is at Attachment 1 to Item 523/16, and is available for the general public on the Council website. The draft Plan reflects a number of key strategies which have been adopted since 2006, at both state and local government levels. These include the State Government's 30 Year Plan for Greater Adelaide and Integrated Transport and Land Use Plan; as well as Council's Community Plan 2033, Open Space Strategy, and Active Aging Strategy.

The Community Plan 2033 envisions an environment where safe bike and walk ways are a feature of our City. The WCP details the walking and cycling networks to help achieve this vision, including the necessary infrastructure improvements, as well as what Council can do to help the cultural shift that is required to achieve the vision, such as education and advocacy. A proposed 5-Year Action Plan is provided by the consultants, which details the individual projects required to achieve the networks.

A draft of the Walking and Cycling Plan 2016-2021 was presented at the December 2015 Infrastructure and Sustainability Committee and endorsed subsequently by Council for community engagement, subject to several amendments to the draft. It was also endorsed that a report outlining the outcomes of the community engagement be brought back to Council.

Community engagement was undertaken in April and May 2016. Council's Community Engagement Toolkit indicated that a high to very high level of engagement should occur, where the community has an opportunity to actively participate. The community engagement process consisted of the following:

Community Engagement Process

Consultation

- Advertised on Council website with link to Your Say Unley page
- Advertised in Eastern Courier/Messenger newspaper
- Promoted in Council's 'Unley Life' column in Eastern Courier/Messenger newspaper

- Posters at various community facilities (Unley Civic Centre, Goodwood Library, Unley Library, Council community centres)
- Posters at various high volume cycling locations around the City of Unley (ie Greenhill Road/Porter Street intersection, Greenhill Road/King William Road intersection)

Methods of providing feedback

- Your Say Unley website: All marketing material encouraged the community to access the Your Say Unley website for further information and to provide feedback via the online survey.
- Hard copy: Hard copy surveys were available at the Civic Centre, libraries and community centres.

Information made available to the community

The Your Say Unley website included several documents for the community to access and comment on, including the entire draft WCP and also important individual pages. This enabled those with higher levels of interest to look in-depth, and others to just view the proposed network diagrams. The documents available included:

- Draft Walking and Cycling Plan 2016-2021
- Proposed Cycling Network
- Proposed Walking Network
- Proposed Cycling Recommendations
- 5-Year Action Plan

Feedback received

A pleasing level of interest was shown by the community. There were 486 individual visitors to the Your Say Unley page to either access additional information or provide feedback. 312 people downloaded one or more of the attached documents. 97 actual survey responses were received, including 87 online and 10 by hard copy or email.

Based on the number of visitors to the engagement page and number of responses received, this is considered a good outcome. It should be noted that 89% of respondents were residents of the City of Unley. The majority of the respondents supported the draft plan. There are 76 respondents who supported the plan and 18 did not.

Some of the key themes of the community feedback/ suggestions are shown in table below:

Consultation of Draft Plan	No. of respondents
Signage: Etiquette signage on shared paths, and way-finding	20
Footpath maintenance: smooth surface, remove debris, trim overgrown foliage, remove clutter	18
Reduce traffic speed / enforce existing speed limits	11
Enhanced Bike Lanes: Green coloured and chevron marking	8
Maintain line marking on bike lanes and paths (faded)	8
King William Road: Complete safe connection from Mike Turtur Bikeway to Greenhill Road & improve crossing at Greenhill Road	7
Concerns and improvements for Porter / Rugby Bicycle Boulevard (note: consultation for this will be undertaken separately and not part of this Plan)	7
Improve lighting	6
Glen Osmond Creek Shared Path	6
Improve crossing at Greenhill Road / Porter St (note: DPTI are currently undertaking these works)	5
Roundabout upgrades	3
Improve safety at East Avenue rail and tram crossings	3
Crossing at King William Road / Glen Osmond Creek Greenway	3

There were a number of respondents who had concerns regarding the Porter Street / Rugby Street Bicycle Boulevard. However, this has not been included as a key theme in the table above because consultation will be undertaken separately for this specific project rather than as part of the WCP.

Community feedback has been a valuable driver in determining the recommended priorities within the WCP. The majority of respondents have provided their views highlighting the need for improved signage, line marking and more frequent maintenance of the existing assets. The recommendation has been informed by the community feedback.

The consultant has suggested that all of the recommendations be implemented over a period of five years. However, to be consistent with Council's strategy of funding implementation of Local Area Traffic Management Plans, Administration suggests that the High Priority recommendations be addressed as soon as possible subject to budget availability. Once these have been implemented Council will be in a position to assess the network wide impact of these measures and further refine the schedule for future works.

Council also needs to be cognisant of the fact that there are some inherent tensions between the WCP and other Council Strategies. For example, the reduction of the speed limit on Fisher Street and Ferguson Avenue is inconsistent with the provisions of the Unley Integrated Transport Strategy, as they are classified as Type IIA and IIB LR1 links, although this document will be reviewed over the coming 12 months.

Increasing Clearway hours along main roads is unlikely to be supported by Trader Associations and unlikely to be supported by the Unley Business and

Economic Development Committee, although this is consistent with the DPTI initiative Operation Moving Traffic.

Based on community feedback received as well as technical analysis, the actions proposed to be undertaken in year 1 are outlined in Table 1 below. Please note that actions for the Rugby/Porter Bike Route are considered high priority in the WCP, but are to be undertaken through a separate DPTI funding and Council consultation and development process as determined at the June 2016 Council meeting. Also note that improvements to the Wood Street / Weller St cycling route included below are already funded for the 2016/17 financial year and as such will be undertaken in year 1 as a separate project to the WCP actions. The consultant's full proposed 5-Year Action Plan is available at Section 12 of the draft WCP.

Before considering the proposed actions in the first year, from an Administration perspective, there are a number of matters in the Plan that merit further discussion, or at least bringing to Council's attention:

- Simpson Parade Culvert, Page 57, \$660 000. This is, by a considerable margin, the largest capital cost recommendation from the Plan. There is no data in the plan about the number of cyclists that use the East West cycling routes. Council does not own (or own any interest in) land that would enable this link to be constructed. Rather than endorsing the construction of this project, Administration would recommend further investigations into the demand for, and feasibility of, construction of this link.
- Mike Turtur bikeway connection to Greenhill Road on King William Road. This is a very challenging section of road, and rather than simply trying to fit more infrastructure into an already congested corridor, it is recommended that discussions are held with DPTI and Adelaide City Council in relation to the possible re-engineering of the intersection. DPTI have plans to ban right turns from King William Road onto Greenhill Road. These bans are likely to cause considerable angst for residents of the area and visitors to the Road. If those turns are banned, then there will be space in the road corridor to incorporate the bikeway extension. If they are not banned, then it may be possible to reduce the southbound lanes to a single lane commencing at Greenhill Road. These are both matters which should be further investigated before deciding on the design of the bike way extension. The removal of 20+ car parks to accommodate this extension (individual parks not identified at this stage) will have significant implications on the locality.
- Maintenance of Mike Turtur and Marino Rocks bikeways. The issues with the Railway Terrace ticket machines highlighted the fact that Council was spending considerable money on maintaining infrastructure on DPTI land. Discussions are underway with DPTI in regard to formal agreement regarding these activities. At this stage, it is not recommended that Council undertake any further work at its cost on DPTI owned assets until this Agreement is finalised.

- Maintenance Programs. If Council is going to develop maintenance programs that reflect the requirements for higher levels of maintenance along cycling corridors, then it needs to be acknowledged that these higher maintenance levels will have higher on-going costs than are currently allowed in future budgets.
- East Avenue/Cromer Parade/Canterbury Avenue, Page 56, \$50 000. This is possibly the most studied intersection in the Council area. Whilst there may be changes afoot from existing work, it is unclear what further changes (after those) can be made to enhance the intersection for cyclists, other than banning left turns from East Avenue into Canterbury. DPTI have given specific directions regarding their preferred design, and are likely to contribute funding if Council adopts that design.
- The implications of on-street parking removal for residents of Park and Mitchell streets. Non cycling residents of these streets are unlikely to have looked at the Plan, and are therefore unlikely to be aware of the proposed removal of significant numbers of on-street car parks. Council may want to consider further consultation with those residents before adopting this suggestion.
- Recommendations in Section 11.7 relating to data collection have significant cost and resourcing implications that are not addressed in the 5 Year Action Plan and will impose additional costs on Council.
- The Estimated costs in the table below have been provided by the Consultant based on their professional expertise. When detailed design occurs, there may be increases. It is recommended that Administration be authorised to adjust the scope of work to remain within budget.

Table 1: 5-Year Action Plan – Year 1 proposed actions

Location	Route Type	Timing	Works	Estimated Cost (AUD)
City-wide	Low Traffic Bikeways (refer Figure 12 in the WCP)	Year 1	Audit routes and prepare Wayfinding Signage & Sharrows Plan. Commence installation of routes and program others for years 2-5. Prepare map of routes and update as they are completed (hard copy and on-line)	\$100,000
City-wide	Route Maintenance	Year 1	Develop maintenance program that reflects higher needs along cycling routes	In-house
City-wide	All Low Traffic Bikeways	Year 1-5	Review route network and program implementation of safe road crossings over next 5 years to suit budgets.	\$5,000
Mike Turtur Bikeway	Shared Path	Year 1	Audit path to identify locations for surface repair, vegetation removal/addition, line marking, signage and lighting assessment. Upgrade path as required.	\$50,000
King William Rd – Mike Turtur Bikeway to Greenhill Rd	Main Road	Year 1	Investigate options, prepare designs and install works to improve link from Mike Turtur Bikeway to Greenhill Road. May include: Install one-way cycle path on west footpath, install kerb build-out at bus stop, upgrade bike lanes with chevron buffers and greening, remove (20+) on-street parking spaces.	\$50,000
Norman Tce, Leah St to Ethel St	Low Traffic Cycle Route	Year 1	Support Shared Street, traffic rearrangements. Liaise with DPTI to incorporate into their proposed overpass project and potentially contribute funds.	N/A
Devon St South, Victoria St to Rail Line	Local Link	Year 1	Signage & Sharrows. Liaise with DPTI as part of proposed Overpass project	\$5,000
Wood St / Weller St	Low Traffic Cycle Route	Year 1	Bicycle logos, way-finding signage, upgrade road surface	\$20,000
Total				\$230 000

3. ANALYSIS OF OPTIONS

Option 1 – The draft Walking and Cycling Plan 2016-2021 be adopted as a future aspirational goal, and the implementation of projects not completed in the 2016/17 year be considered in future budgets.

The projects identified from the Walking and Cycling Plan that are proposed for implementation in 2016/17 be approved, and Administration be authorised to change the scope of works within the approved budget if necessary when detailed costs are known.

A future report be presented to Council discussing the impacts of projects completed in the first year, and funding options for the remaining projects.

The WCP has been updated to be broadly consistent with, as well as help achieve, strategies that have already been endorsed by Council. It supports the

Community Plan 2033's vision of an environment where safe bike and walk ways are a feature of our City, and where pedestrians can move through our City freely and safely. Endorsement of the WCP and a commitment to undertaking the year 1 actions will help achieve this vision.

Option 2 – Provide an alternative recommendation/s

Council may wish to make an alternative recommendation/s on the matter.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

5.1 *Financial/budget*

\$225 000 has been included in the 2016/17 budget, which will enable a number of the high priority actions to be achieved. However, in addition to adoption of the WCP, it should also be considered how the WCP will be delivered over the coming years. Administration needs to further investigate some of the proposed projects, especially the Simpson Parade extension, to determine the feasibility and viability.

5.2 *Legislative/Risk Management*

- The proposed treatments are generally compliant with the relevant Australian Standards and best practice designs.

5.3 *Staffing/Work Plans*

- Council has sufficient internal resources to meet the project management requirements. The majority of the detailed designs and civil works are likely to be carried out by contractors and will be sourced in accordance with Council's procurement policy.

5.4 *Environmental/Social/Economic*

- There have been a number of studies undertaken both locally and overseas which demonstrate a direct link between cycling and the environmental, social and economic benefits. The recommendations are also in alignment with Council's Community Plan 2033.

5.5 Stakeholder Engagement

- Community engagement on an early draft of the WCP occurred with Elected Members and with the Unley Bicycle User Group (UBUG). The draft was further updated and community engagement occurred with the wider community in April/May 2016.
- Should the draft WCP be endorsed by Council, no further community engagement is considered necessary. Community engagement will occur for individual projects undertaken as part of the plan, as recommended by Council's Community Engagement Toolkit.
- 76 respondents supported the plan
- 18 who responded did not support the plan.

6. INTERNAL REPORT CONSULTATION

- Assets and Environment team
- Community - Active Ageing Strategy Staff

7. ATTACHMENTS

1. Draft Walking and Cycling Plan
2. Summary of Changes to Consultation Draft

8. REPORT AUTHORISERS

<u>Name</u>	<u>Title</u>
David Litchfield	General Manager Economic Development and Planning

INFORMATION REPORT

REPORT TITLE:	UPDATE – PAY FOR USE PARKING TRIAL
ITEM NUMBER:	524
DATE OF MEETING:	25 JULY 2016
AUTHOR:	SATYEN GANDHI
JOB TITLE:	MANAGER TRANSPORT AND TRAFFIC

EXECUTIVE SUMMARY

Council at its meeting held on 11 May 2015, resolved to undertake a trial of pay for use parking at Bartley Crescent in Wayville and Railway Terrace South in Goodwood, for a period of 12 months. The machines were actually installed and became operational in early February 2016. As part of the trial, local streets which did have unrestricted parking in the area, received 4 hour parking time limit zones to mitigate the shift of commuter parking in the local areas of Wayville and Goodwood. During debate on the Introduction of Business Parking Permits at the February 2016 Council meeting (Item 381/2016), Administration offered to provide an update on the Pay for Use parking trial after six months.

- **Railway Terrace South parking machines**
2 parking machines installed along Railway Terrace South have been removed following the State Government's objection to the installation of machines on rail corridor land owned by Department of Planning, Transport and Infrastructure (DPTI).

Historically, Council had assumed responsibility for maintaining vegetation, stormwater, pavement, line marking and other related aspects along the rail corridor including the portion of land along Railway Terrace South, and Council's rate payers have borne the associated costs. Administration is working with DPTI officials to establish a way forward on the matter. For future project management and risk management reasons, all traffic management projects will have a boundary survey undertaken at the early stages of project development.

- **Parking management**
The combination of all day parking options at the Pay for Use Parking Zone, and time limit parking in the local streets is generally achieving the desired outcomes. There is a visible improvement to access and availability of parking in the area. Also, there is a reduction in number of resident complaints/queries received on commuter parking issues. As part of the trial local residents, schools and child care centres in the area have been allocated parking permits to assist with their daily parking needs, and to provide balance between various parking demands in the

area. A total of 309 parking permits have been issued to the Goodwood and Wayville community.

- **Community views**

No specific community surveys will occur until near the end of the trial. In the early months of the trial, a number of residents contacted Council on various issues such as permit parking queries, registering their dislike/opposition to the trial and/or the accompanying parking controls. There have also been residents who have sent in thank you notes supporting the trial. Overall, five months from the inception of the trial, the trial has been working effectively, and balancing various parking demands in the area. In particular, the Community has acknowledged the reduction in morning peak hour traffic congestion, where drivers were searching the local area for all day on-street parks to catch the tram into the CBD. A small number of residents from elsewhere in the Council area, previously used to drive to drop children at Goodwood Primary School and then catch the Tram into the CBD. The new controls prevent this from occurring, and these impacted residents have expressed their dissatisfaction.

- **Financial**

The project is generating average revenue of \$3,143 per month with an average maintenance cost of \$871 per month. The paid parking requirements don't apply on weekends and public holidays. Initial costs associated with infrastructure changes, parking machines, signage, and line marking and associated works are in order of \$72,000. The original projection was that the trial would be approximately revenue neutral over 12 months. There are two ticket machines owned by Council currently unutilised and in storage. Because of this, revenue is below projections. Initial return on investment is now projected to extend between 18 months to two years.

RECOMMENDATION

That:

1. The report be received.
-

1. **RELEVANT CORE STRATEGIES/POLICIES**

- 1.1 Moving theme – Community Plan 2033
Strategic Objective - Equitable parking throughout the City

2. **DISCUSSION**

Council at its meeting held on 11 May 2015, resolved to undertake a trial of pay for use parking at Bartley Crescent in Wayville and Railway Terrace South in Goodwood, for a period of 12 months. The trial commenced in February 2016, following the detailed design, changes to existing infrastructure, community notification and procurement of parking machines. The trial is in direct alignment with Council's Community Plan 2033 vision of '*Equitable parking throughout the City*' with intended outcomes:

- *On street parking is optimised*
- *The mix of residential and business parking needs are met*
- *Commuter parking only occurs in appropriate areas*

The purpose of this report is to provide an update on the trial. The update provides information on how the project is tracking when assessed against the above outcomes as envisioned in the Community Plan 2033.

As part of the trial, local streets which did have unrestricted parking in the area received 4 hour parking time limit zones, to mitigate the shift of commuter parking in the local areas of Wayville and Goodwood. The following information is provided on key aspects of the project:

- **Railway Terrace South – parking machines**
2 parking machines installed along Railway Terrace South have been removed following the State Government's objection to the installation of machines on rail corridor land owned by Department of Planning, Transport and Infrastructure (DPTI). A portion of the land which provides parking bays at Railway Terrace South is owned by DPTI. However, for decades Council has been maintaining vegetation, storm water, pavement, line marking and other related aspects along the rail corridor including the portion of land along Railway Terrace South. The maintenance costs are borne by Council's rate payers. Council Administration is working with DPTI officials to establish a way forward on the matter.
Bartley Crescent parking is operating as planned. As part of the future management of similarly situated projects, all traffic management projects will have a boundary survey undertaken at the early stages of project development.

- **Parking management**

The combination of all day parking options at the Pay for Use Parking Zone and time limit parking in the local streets is generally achieving the desired outcomes. The strategy has restricted commuter parking while allowing residents and local businesses to park in the local areas.

Council received concerns expressed from businesses situated near the Pay for Use Parking Zone that their employees/visitors are unable to access parking in the area. Subsequently, Council allowed a trial of business parking permits which has been helpful to the local businesses, subject to them meeting certain criteria (e.g. balance between resident and business parking demand, number of off-street parks a business has compared with number of employees at the premises, etc.). A separate report on the subject of the business parking permit trial is scheduled to be presented to Council before the end of 2016.

As part of the trial, local community organisations and the school (Goodwood Primary School, Childcare Centres in the area) have been allocated a permit parking zone at Railway Terrace South (west of Goodwood Road).

Council has received a petition in relation to sign posts in the Goodwood area. Administration is auditing the area with an aim to reduce the surplus sign posts as endorsed by Council.

Administration is continuing to collect parking data in the local streets and it can be reported that generally on-street parking is working satisfactorily with visible improvements to the on-street parking availability and a reduction in the number of concerns received about commuter parking in the area.

- **Community feedback**

As reported above, there is a reduction in the number of complaints received regarding commuter/all-day parking issues in the area. As is normally the case with a change of this scale, there have been initial adjustment difficulties experienced by some members of community. However, subsequent initiatives of permit parking provisions for local schools and business parking permits, has provided significant assistance to the overall balance of parking in the area. Residents abutting new time restricted parking controls have been issued residential parking permits. A total of 309 parking permits have been issued to the Goodwood and Wayville community.

In the early stages (first two months) of trial, a number of residents contacted Council on various issues such as permit parking queries, registering their dislike/opposition to the trial and/or parking controls. There have been some residents who have sent in thank you notes supporting the trial. Overall, five months from the inception of the trial,

the trial has been working effectively and balancing various parking demands in the area.

Since the trial began, three Council residents living in adjacent suburbs, have contacted Council complaining that they are unable to 'park and ride' to work as they have done previously. The basis of their complaints is that they need to drop children at school, then park their cars and catch public transport into CBD. Residents in this situation have an option of parking in Pay for Use Parking Zone. It's not recommended that further changes are made to the current arrangements at this time. Current policy does not allow the issue of permits to residents to park in controlled areas in streets other than their own. However, it will continue to be monitored and Council will be informed as appropriate in the future Council updates.

- Financial

The table below shows the financial summary associated with the project up to the end of June 2016. As shown in the summary, the project is generating average revenue of \$3,143 per month with an average maintenance cost of \$871 per month noting that the paid parking requirements don't apply on weekends and public holidays. Initial costs associated with infrastructure changes, parking machines, signage, and line marking and associated works are in order of \$72,000.

MONTH	INCOME	EXPENSES	BALANCE
Feb-16		\$72,000 (initial costs)	
Feb-16	\$3,239.80	\$923.40	
Mar-16	\$2,973.70	\$954.14	
Apr-16	\$2,974.10	\$854.57	
May-16	\$3,406.10	\$826.52	
Jun-16	\$3,123.40	\$798.47	
Total	\$15,717.10	\$76,357.10	-\$60,640.00

Based on the number of transactions, it can be reported that on an average day approximately 40 users access the Pay for Use Parking Zone at Bartley Crescent. Generally 56% of all payments are through credit card facility at the machines while 44% payments are made by cash method.

The original projection was that the trial would be approximately revenue neutral over 12 months. There are two ticket machines owned by Council currently in stored unutilised; because of this, revenue is below projections. Initial return on investment is now projected to extend between 18 months to two years. One machine at Bartley Crescent has been damaged by a vehicle impact. It will be replaced by one of the machines in store and the incident will be investigated for insurance purposes.

DECISION REPORT

REPORT TITLE: APPOINTMENT OF DEVELOPMENT
ASSESSMENT PANEL MEMBERS ("DAP")

ITEM NUMBER: 525

DATE OF MEETING: 25 JULY 2016

AUTHOR: PAUL WEYMOUTH

JOB TITLE: MANAGER DEVELOPMENT

1. EXECUTIVE SUMMARY

The purpose of this report is to consider timing issues associated with the recruitment and appointment of the next Council Development Assessment Panel (DAP).

The current term of the DAP is due to expire on 28 February 2017. The new *Planning, Development and Infrastructure Act 2016* alters the composition of future DAP Panels and is expected to commence operation within the next twelve months. It is recommended that the current DAP members be reappointed for a further term of 12 months (or a lesser term if the legislative changes are implemented before the end of this extended term) to enable Council to consider the timing and implications of the new *Act*.

2. RECOMMENDATION

That:

1. The report be received.
2. The following Independent Members be appointed to the Unley DAP for a term of one year commencing on 18 March 2017, or until the Panel's existence is terminated because of legislative change before the one year term is completed:
 - Mr Brenton Burman (Presiding Member)
 - Mr Roger Freeman
 - Mrs Ann Nelson
 - Ms Barbara Norman

3. The following Elected Members be appointed to the Unley DAP for a term of one year commencing on 18 March 2017, or until the Panel's existence is terminated because of legislative change before the one year term is completed :

- Cr Jennifer Boisvert
- Cr Rufus Salaman
- Cr Rob Sangster

1. **RELEVANT CORE STRATEGIES/POLICIES**

- 1.1 The *Development Act 1993* requires Council to appoint a Panel consisting of seven members. Up to three members of the Panel may be Council members. The term of office must not exceed two years.
- 1.2 The *Planning, Development and Infrastructure Act 2016* (not yet operational) requires Council to appoint an Assessment Panel of no more than 5 persons (only one of which may be a member of a Council). Council is also required to determine the procedures to be followed including the term of the appointment. Timing and transitional arrangements for these new requirements are matters that are the subject of future legislation and regulation.

2. **DISCUSSION**

The *Planning, Development and Infrastructure Act (PDIA) 2016* was assented to on 21 April 2016 after being passed by the Parliament of South Australia. The Act will be brought into operation in stages over the next five years.

The transitional bill and regulations are likely to be drafted later this year. It is currently uncertain when the new legislative provisions regarding the Assessment Panels will take effect, however staff from the Department of Transport, Energy and Infrastructure (DPTI) have recently indicated that the new governance arrangements including the establishment of Assessment Panels will take place in year one of the implementation period.

The current DAP was appointed for a term of two years commencing on 17 March 2015; it is timely therefore for Council to consider the process for the appointment of the next DAP. It is possible that this next DAP will have a term of less than 12 months because of these impending changes.

Given the current uncertainty surrounding the timing of implementation of the *Planning, Development and Infrastructure Act 2016* Council could choose to reappoint the current DAP for a 12 month term. The current DAP is functioning well and this would provide greater time to consider the implications of the transitional bill and regulations that are likely to be drafted later this year.

Alternatively, there is the option available to allow the current members of the DAP to continue to act for a period of up to 6 months until a successor is appointed. Section 56A (4a) of the Development Act states that:

A member of a council development assessment panel whose term expires may nevertheless continue to act as a member, for a period of up to 6 months, until he or she is reappointed or a successor is appointed (as the case may be).

Council could also chose to commence a new recruitment of independent members in the latter half of 2016 and appoint the new DAP members for a two year term commencing in March 2017. This option is not recommended given

the impending legislative change, and the work associated with a new DAP recruitment.

A further report is still likely to be required to be submitted to Council during 2016 to deal with matters such as terms of reference and sitting fees.

There is a potential complication for either option, in that one of the independent members has indicated that their availability is not guaranteed after April 2017. It is suggested at this time that this be addressed when and if it becomes an issue. All members have agreed to appointment for a further year, with the above proviso.

3. ANALYSIS OF OPTIONS

Option 1 – Reappoint the current DAP for a one year term.

Under this option, Council would reappoint the current DAP for a one year term. The benefit of this approach is that it should overcome the current uncertainty surrounding the timing and implications of the new *PDIA 2016*. These uncertainties should have been clarified by the time that Council would have to undertake recruitment and appointment for the new Assessment Panel. Existing Panel members have agreed to this extension if endorsed by Council.

This is the recommended option as it provides Council with maximum flexibility in an environment of uncertainty. It also avoids the requirement for recruitment and a further Induction process for any new DAP members, which is a relatively expensive undertaking as the induction is overseen by our solicitors.

Option 2 – Allow the current members of the DAP to continue to act for a period of up to 6 months

Under this option Council would allow the current members of the DAP to continue to act if required for a period of up to 6 months (until 28 August 2017). The disadvantage of this approach is that it may not provide sufficient time for the outcomes of the transitional bill and regulations to take effect. In other words, the implementation date for the new Panel might be November 2017, and Council would have to make quite complicated arrangements to cover the intervening months.

Option 3 – Appoint an entirely new DAP under the existing legislative provisions, in time for that Panel to take office in March 2017

This option is not recommended, because it imposes a significant workload and cost on both Council and applicants. Because of uncertainty surrounding the *PDIA (2016)* implementation dates, the Panel may only be in existence for a couple of months – the timing is simply not clear at present.

4. RECOMMENDED OPTION

Option1 is the recommended option.

5. POLICY IMPLICATIONS

5.1 *Financial/budget*

- There is an allocation in the current budget to pay sitting fees associated with the existing seven member DAP.
- Subsequent year's budgets may need to be reviewed in light of impending legislative changes.
- Whilst uncertainty exists as to whether the Elected Member on the new Assessment Panel will be permitted to receive sitting fees, the demand for appropriately qualified Independent Members may necessitate an increase in their sitting fees.

5.2 *Legislative/Risk Management*

- Council must comply with current requirements under the Development Act 1993 and future requirements under the PDIA 2016.

5.3 *Staffing/Work Plans*

- No impact envisaged if Council reappoints the existing Panel members for 12 months. There is a significant workload involved in recruiting and inducting new Panel members.

5.4 *Stakeholder Engagement*

- No stakeholder engagement required.

6. REPORT CONSULTATION

Group Manager Governance

7. ATTACHMENTS

Nil.

8. REPORT AUTHORISERS

<u>Name</u>	<u>Title</u>
David Litchfield	General Manager Economic Development and Planning

DECISION REPORT

REPORT TITLE:	REVIEW OF COUNCIL POLICIES
ITEM NUMBER:	526
DATE OF MEETING:	25 JULY 2016
AUTHOR:	SUE BAYLY
JOB TITLE:	GOVERNANCE OFFICER

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement for the following revised policies due for review;

- Construction of crossing places and stormwater pipes to properties
- Disposal of surplus non-community land
- Graffiti removal.

Endorsement is also sought to revoke the World War 1 Honour Roll Policy and replace it with an Administration Procedure as the content of the existing policy is mostly procedural.

Council policies are reviewed through an ongoing process which includes distributing the drafts to the Elected Member Policy Working Party and relevant staff for their comment.

All policies were due for review and required no significant amendments, simply updating to align to current practices and formatting to reflect the current policy and procedure framework. The Delegation is sought under the "Disposal of surplus non-community land" policy for the Chief Executive Officer (CEO), or person acting in the position of CEO, to negotiate deferred payment of the purchase price subject to certain conditions. Delegation is also sought for the CEO to manage and approve requests for the addition of names to the World War 1 Honour Roll.

RECOMMENDATION

That:

1. The report be received.
2. Council endorse the revised "Construction of crossing places and stormwater pipes to properties" policy at Attachment 2 to Item 526/16.
3. Council endorse the revised "Disposal of surplus non-community land" policy at Attachment 4 to Item 526/16.

4. The Chief Executive Officer or person acting in the position of Chief Executive Officer be delegated to negotiate deferred payment subject to clause 5.5 of the “Disposal of surplus non-community land” policy.
 5. Council endorse the revised “Graffiti removal” policy at Attachment 6 to Item 526/16.
 6. The “World War 1 Honour Roll” policy be revoked and replaced by the Administration procedure of the same name at attachment 8 to Item 526/16.
 7. The Chief Executive Officer or person acting in the position of Chief Executive Officer be delegated to manage and approve requests for the addition of names to the World War 1 Honour Roll, and that this delegation may be further sub-delegated by the Chief Executive Officer.
-

1. RELEVANT CORE STRATEGIES

There are several goals from the Community Plan 2013-2016 which are relevant to the policies under review. They include:

- Goal 2.3 - Cultural and artistic diversity
- Goal 2.5 - Collaborative and engaged community
- Goal 5.2 - Ensure all processes and systems reflect a customer-centric approach
- Goal 5.3 - Good governance and legislative framework
- Goal 5.5 - A financially sustainable approach to business and planning activity.

2. DISCUSSION

Council policy review is an on-going process to ensure that policies reflect current practice and legislative requirements, and to consider whether the policy is still needed.

Four policies have been reviewed and Council endorsement is sought for three revised policies and the revocation of a fourth which is to be replaced as a procedure. The revised policies are:

- Construction of crossing places and stormwater pipes to properties
- Disposal of surplus non-community land
- Graffiti removal.

It is proposed that the World War 1 Honour Roll policy be revoked and converted to an Administration Procedure.

These documents have been circulated to the Elected Member Policy Working Party and relevant staff, and their comments and suggestions have been included in the drafts attached to this report.

The review process included:

- Assessment of the need for the policy and its relevance to current Council goals and practices
- Updating the Community Goals, staff position titles and Committee names
- Checking legislative references
- Improving readability through better document layout and correcting grammar, and
- Conversion to the current policy format.

Changes specific to each of the policies are detailed below.

Construction of crossing places and stormwater pipes to properties policy

The wording of the policy has been clarified and part 5 restructured to ensure that Council and property owner responsibilities are easier for the general reader to understand. The policy conditions/responsibilities have not been changed.

The former version of the policy is shown at attachment 1.
The revised version is shown at attachment 2.

Disposal of surplus non-community land policy

The layout of this policy has been edited to include the same information but listed as dot points with some minor additional wording to clarify the intent and process. For example, the Chief Executive Officer (CEO) has, since the policy inception, been “empowered” to negotiate to defer payment of the purchase price. While that wording has been retained at 5.5(a), the new heading for Policy Delegations includes a specific statement of delegation to the CEO.

There are no changes to policy conditions for disposal of surplus non-community land.

The former version of the policy is shown at attachment 3.
The revised version is shown at attachment 4.

Graffiti removal policy

The word “removal” has been added to the title to make clear the intent of the policy and because the body of the policy includes direction on implementation.

In the previous version, Part 4 of the Graffiti Control Act 2001 (the Act) was mentioned, but not spelled out, which could lead to confusion and misunderstanding. To reduce that risk, Section 12(1) of the Act has been quoted in full at paragraph 5.2.1 of the revised policy so that Council's role and powers are clearly stated.

The former version of the policy is shown at attachment 5.
The revised version is shown at attachment 6.

World War 1 Honour Roll policy

It is proposed that this policy be converted to an Administration Procedure, as the content of the policy is mostly procedural. There is no discretionary (ie. policy dependent) decision making in the document. An application either meets the specified criteria or does not. The war service records which underpin eligibility for inclusion on the Roll have been compiled and are administered by the Australian War Memorial. The application must include proof of residence in the Unley Council area when the person enlisted.

The Roll was constructed after World War 1 to record those persons who served in the Australian Armed Forces. Wording to that effect was not included in the policy (probably because it was considered obvious) but has been added to the revised document to confirm the established practice and ensure future consistency.

The Museum Curator has always managed this process, and the revised procedure records that as a delegation given to the CEO and General Manager Community. For future purposes, the CEO may need flexibility to change the sub-delegation, without referral back to Council, if the reporting lines in the organisational structure are altered.

The former version of the policy is shown at attachment 7.

The revised version of the procedure is shown at attachment 8.

3. ANALYSIS OF OPTIONS

Option 1 – That Council endorse the following revised policies; Construction of crossing places and stormwater pipes to properties, Disposal of surplus non-community land, and Graffiti removal. And, that Council revoke the World War 1 Honour Roll policy and endorse its conversion to an Administration Procedure.

As discussed above, the policies have been updated to reflect current practice, Committee and position titles etc. Council endorsement is sought for the revised policies:

- Construction of crossing places and storm water pipes to properties
- Disposal of surplus non-community land
- Graffiti removal.

Council endorsement is sought to revoke and then convert the World War 1 Honour Roll policy to an Administration Procedure.

In a continuation of previous practice in these policies, the resolution includes Delegations to the CEO under the Disposal of non-community land policy and to the CEO and other staff under the World War 1 Honour Roll Procedure.

Option 2 – Council does not endorse the revised policies

This option would leave Council with policies which are outdated and in some parts confusing. That would be unsatisfactory from a governance perspective and misleading to the general public.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

5.1 *Legislative/Risk Management*

The legislative requirements are discussed above. Revising the policies to ensure compliance is good risk management practice.

6. REPORT CONSULTATION

General Manager Economic Development and Planning
Manager Operational Services
Manager Strategic Assets
Manager Property assets
Museum Curator.

7. ATTACHMENTS

- 1) Construction of crossing places and storm water pipes to properties policy.
- 2) Construction of crossing places and storm water pipes to properties – revised policy.
- 3) Disposal of surplus non-community land policy.
- 4) Disposal of surplus non-community land – revised policy.
- 5) Graffiti policy.
- 6) Graffiti removal – revised policy.
- 7) World War 1 Honour Roll Policy.
- 8) World War 1 Honour Roll Procedure.

8. REPORT AUTHORISERS

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



Construction of Crossing Places & Stormwater Pipes to Properties

Policy Type:	Council Policy
Reference Number:	COU 117
Responsible Department:	Assets & Infrastructure
Responsible Officer:	General Manager
Legislation	Local Government Act 1999 Sections: 212, 213, 217, 218, 221, 254
Relevant Delegations:	N/a
Related Policies and Procedures	N/a
Community Goal	3.1 Ensure that urban development and infrastructure meet the changing needs of the City whilst building upon character and amenity.
Previous Policy No:	COU60 & COU61
Date Adopted:	CSP 18 Oct (367/10) C 25 Oct (758/10) CSP 8 Oct (139/12) C 22 Oct (564/12)
Review Date:	2014

1. POLICY STATEMENT

This policy provides a clear direction for the installation of crossing places and stormwater pipes to properties (private and public) in the City of Unley.

2. PRINCIPLES

This policy aims to inform contractors, builders and developers to minimise the impact to the local environment and potential future damage to private or public property associated with the construction, maintenance and or repair (including major or minor works) to crossing places and stormwater drainage.

- 2.1 Further to Section 217 of the Local Government Act 1999, Council has resolved that any stormwater connection to any street or road is to be undertaken by Council. The adjoining land owner is to meet the cost of each stormwater connection.
- 2.2 Council requires that the storm-water connection be 80mm heavy duty UPVC Pipe Class 12 where appropriate soil cover can be achieved. Where adequate soil cover can not be achieved, an approved galvanised box gutter or a 'top hat' stormwater pipe cover shall be used.

- 2.3 Council requires that adjoining land-owners shall meet the full cost of the construction of new and relocated crossing place(s) and furthermore that all the work relating to the installation of crossing places is to be undertaken by Council.
- 2.4 The Administration has the discretion to allow adjoining land-owners to construct crossing places and stormwater connections themselves, only when the relevant Officer is satisfied that the adjoining land-owner would undertake the work to the appropriate standards, in accordance with Council design and specification.

3. **POLICY OBJECTIVES**

To provide clear and consistent direction for the installation and management of crossing places and stormwater pipes to properties.

4. **DEFINITIONS**

“Crossing place” - can refer to:

- (a) footpath to road,
- (b) verge to road,
- (c) driveway to footpath

5. **REFERENCES**

N/a

6. **PROCEDURES**

This policy will be reviewed in keeping with Council’s Policy Review process and will be managed by the Operations Manager.



Construction of crossing places & stormwater pipes to properties

Policy Type:	Council Policy
Responsible Department:	Assets and Environment
Responsible Officer:	General Manager Assets and Environment
Related Policies and Procedures	Asset management Vegetation management
Date Adopted:	C758, 25 October 2010
Last Council review: 2016
Next review date:	3 yearly cycle for Council policies.
ECM Doc Set ID:	1840047

1. POLICY STATEMENT

The Local Government Act 1999, Chapter 11, Part 2, gives Council the authority to control the quality and allocation of costs of stormwater disposal and crossing place construction from private land to Council roads.

2. COMMUNITY GOAL

Goal 5.2; Ensure all processes and systems reflect a customer-centric approach.

3. POLICY OBJECTIVES

To provide clear and consistent direction for the installation, associated costs, and management of crossing places and stormwater pipes to properties.

4. PRINCIPLES

The construction, maintenance and/or repair of crossing places and stormwater pipes to properties must meet Council standards. This ensures the impact on the local environment and Council infrastructure will be minimised and reduce the potential for future damage to private or public property.

5. POLICY

Stormwater connection

- 5.1 Council has resolved that any stormwater connection to any street or road is to be undertaken by Council except where 5.6 is applicable.
- 5.2 The adjoining land owner is to meet the cost of each stormwater connection.
- 5.3 Council requires that the stormwater connection be 80mm heavy duty UPVC Pipe Class 12 where appropriate soil cover can be achieved to enable the relay of concrete, bitumen or pavers depending on the footpath construction. Where adequate soil cover cannot be achieved, an approved galvanised metal box gutter or a 'top hat' stormwater pipe cover shall be used.

Crossing places

- 5.4 All work relating to the installation of crossing places is to be undertaken by Council except where 5.6 is applicable.
- 5.5 Council requires that adjoining land-owners shall meet the full cost of the construction of new, modified and relocated crossing place(s).
- 5.6 Redundant crossing places that are no longer required as a result of a new, relocated or additional crossing place installation will be returned back to kerb and water table. The work will include raising the footpath within the redundant crossing places to match the existing footpath level. The adjoining land owner is to meet the cost of the work.

Construction by owner

- 5.7 The Administration has the discretion to allow adjoining land-owners to construct crossing places and stormwater connections themselves, only when the relevant Officer is satisfied that the adjoining land-owner would;
 - undertake the work to the appropriate standards, and
 - in accordance with Council design and specification, and
 - ensure that the stormwater is discharged to the water table.

6. DEFINITIONS

"Crossing place" - can refer to:

- (a) footpath to road,
- (b) verge to road,
- (c) driveway to footpath.
- (d) kerb and water table

7. LEGISLATION/REFERENCES

Local Government Act 1999

Development Act 1993

8. POLICY DELEGATIONS

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

9. ROLES / RESPONSIBILITIES

- Manager Operational Services
- Manager Strategic Assets

10. AVAILABILITY

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

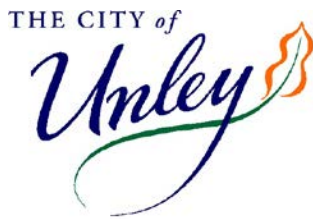
Civic Centre
181 Unley Road
Unley SA 5061

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:
25 October 2010	Council; C758/10	
8 October 2012	CSP Committee; CSP139/12	Was policy no. COU117
22 October 2012	Council; C564/12	
.... 2016		



Disposal of Surplus Non Community Land

Policy Type:	Council Policy
Reference Number:	COU116
Responsible Department:	Assets & Infrastructure
Responsible Officer:	General Manager
Legislation	Local Government Act 1999 s49
Relevant Delegations:	Not applicable
Related Policies and Procedures	Not applicable
Community Goal	<p>1.3 Ensure that urban development and infrastructure meet the changing needs of the City whilst building upon character and amenity.</p> <p>GOE/2 Generate an approach to all Council operations which maintains the principles of good governance such as public accountability, transparency, integrity, leadership, cooperation with other levels of government and social equity.</p>
Previous Policy No:	COU54, 1.7.02
Date Adopted:	CSP 18 Oct (367/10) C 25 Oct (758/10) CSP 8 Oct (139/12) C 22 Oct (564/12)
Review Date:	2014

1. POLICY STATEMENT

Section 49 of the *Local Government Act, 1999* requires councils to prepare and adopt policies on contracts and tenders, including policies on the sale or disposal of land and other assets. This policy addresses this legislative requirement.

2. PRINCIPLES

Contained within the City of Unley Community Plan 2010-2015 are the community directions in relation to governance and administration. This policy is based upon the principles contained within clause GOE/2:

“Generate an approach to all Council operations which maintains the principles of good governance such as public accountability,

Previous policy - Attachment 3
*transparency, integrity, leadership, cooperation with other levels of
government and social equity."*

3. POLICY OBJECTIVES

The objective of this policy is to clearly identify the City of Unley's processes for the disposal of non-community land and other assets that are fair and transparent and define those circumstances with reasons for sale and disposal methods other than by tender.

The disposal of non-community land surplus to Council's requirements shall be assessed by the Administration on the basis set out hereunder prior to a recommendation being placed before Council. Such assessments shall be made in the following categories:

- ☐ Public Road (including Surplus Road Widening Land)
- ☐ Land (separate allotment)
- ☐ Land (too small for a separate allotment)
- ☐ Easements

3.1 Public Roads

- (a) Where a public road is considered to be surplus to Council's requirements a report shall be placed before the City Strategy and Policy Committee for consideration.
- (b) Following Council's endorsement that the road is deemed to be surplus to requirements the Administration shall proceed with the closure of the road, pursuant to the provisions of the Roads (Opening and Closing) Act, 1991, as amended.
- (c) Following formal closure of the road, where the closed road is of such size that it can be conveniently used separate from the adjoining lands, the closed road may be sold in accordance with Council's Procurement Policy.

3.2 Land Disposal as a Separate Allotment

- (a) Where a parcel of non-community land, which is owned by Council and is large enough to be conveniently used as a separate allotment from the adjoining properties is considered by the Administration to be surplus to Council's requirements, a report shall be placed before the City Strategy and Policy Committee for consideration.
- (b) The report of the disposal of the non-community land shall address possible use to which the Council may put the allotment, the reasons why the Administration deems the allotment of land to be surplus to Council's requirements and the estimated value of the land which shall be supported with a valuation report from a licensed valuer. The report shall also address the proposed method of disposal, e.g. by auction, tender or other means in accordance with Council's Procurement Policy.

- (c) Following approval by Council to dispose of the allotment of non-community land it shall be disposed of in the manner approved by Council.

3.3 Land too small to be disposed of as a separate Allotment

- (a) Where a parcel of non-community land, which is owned by Council and is too small to be conveniently used as a separate allotment from the adjoining allotments, is considered by the Administration to be surplus to Council's requirements, a report shall be placed before the City Strategy and Policy Committee for consideration of the disposal of the land.
- (b) The report shall address the reasons why the non-community land is no longer needed by Council, to which adjacent owner the land is to be sold, the estimated value of the land, the attainable prices of the land from the adjoining owner/s and where applicable the method of disposal.
- (c) In assessing the attainable price the report shall address the effect the attachment of the surplus land will have on the property to which it is to be attached.
- (d) Following approval by Council to dispose of the small allotment of land it shall be disposed of in the manner approved by Council.

3.4 Easements

- (a) Where an easement, which is owned by Council, is registered on a third party's property and is considered by the Administration to be surplus to Council's requirements a report shall be placed before the City Strategy and Policy Committee for consideration of the disposal of the right and the discharge of the easement.
- (b) The report shall address the reasons why the easement is no longer needed by Council, the value of the easement and the attainable price of the easement from the third party over whose land the easement is registered.
- (c) In assessing the attainable price the report shall address the effect that the discharge of the easement will have on the value of the property of the third party over which the easement is registered.
- (d) Following approval by Council the Administration may proceed with the disposal of the right and discharge the easement over the third party's property.

3.5 Payment

- (a) Where the Council sells any of its non-community land which is too small to be sold as an independent allotment or it sells an easement, the Chief Executive Officer shall be empowered to defer the payment of the purchase price, provided a caveat is registered on the property to which the land is attached or the easement is extinguished, requiring payment as follows:

Previous policy - Attachment 3

- (i) Full payment will be made by the owner of the property if the property is sold and such payment will be made to the Council at settlement.
- (ii) The payment due to Council shall be the agreed purchase price, inflated or deflated for the time value of money at the time of the payment. The time value of money shall be calculated on the average monthly prime lending rate declared by the Reserve Bank of Australia as at the last trading day of each month.
- (iii) The balance outstanding for each such arrangement shall be updated as at 30th June each year so that the current values of Council's deferred assets are recorded.
- (iv) In all other cases full payment shall be made at settlement.

4. DEFINITIONS

This policy refers only to non-community land as defined in Section 193 of the Local Government Act 1999. It may operate only in the context of Section 201 of the Local Government Act 1999, which governs the sale or disposal of local government land.

5. REFERENCES

Local Government Act 1999.
City of Unley's Contract and Tenders Policy.

6. PROCEDURES

This policy will be managed by the Property Services Coordinator in conjunction with the Manager of Assets under direction from the General Manager City Services.

This policy will be reviewed as part of Council's policy review process.



DISPOSAL OF SURPLUS NON-COMMUNITY LAND

Policy Type:	Council Policy
Responsible Department:	Assets and Environment
Responsible Officer:	General Manager Assets and Environment
Related Policies and Procedures	Encroachment Policy, Procurement Policy, Property Management Policy
Date Adopted:	C758/10; 25 October 2010
Last Council review:	...2016
Next review date:	...2019
ECM Doc Set ID:	1840043

1. POLICY STATEMENT

Section 49 of the Local Government Act, 1999 requires councils to prepare and adopt policies on contracts and tenders, including policies on the sale or disposal of land. This policy is to be read in conjunction with Council's Procurement Policy.

2. COMMUNITY GOAL

Goal 5.3; Good governance and legislative framework.

Goal 5.5; A financially sustainable approach to business and planning activity.

3. POLICY OBJECTIVES

The objective of this policy is to clearly set down the City of Unley's processes for the disposal of non-community land or easements that are;

- fair and transparent, and
- define those circumstances, with reasons, for sale and disposal methods other than by tender.

The disposal of non-community land surplus to Council's requirements shall be assessed by the Administration on the basis set out hereunder prior to a

recommendation being placed before Council. Such assessments shall be made in the following categories:

- Public Road (including Surplus Road Widening Land)
- Land (separate allotment)
- Land (too small for a separate allotment)
- Easements.

There may be situations that arise where Council chooses to dispose of land that is not community land and is not surplus to requirements. Such a disposal may be to achieve a particular strategic outcome, that is, the disposal is highly conditional and as such the requirements of this policy would not apply. The Council's Procurement Policy would be applicable in that instance.

4. PRINCIPLES

This policy refers only to non-community land as defined in Section 193 of the Local Government Act 1999. It may operate only in the context of Section 201 of the Local Government Act 1999, which governs the sale or disposal of local government land.

5. POLICY

5.1 Public Roads

- (a) Where a public road is considered to be surplus to Council's requirements a report shall be placed before the Infrastructure and Sustainability Committee for consideration.
- (b) Following Council's endorsement that the road is deemed to be surplus to requirements the Administration shall proceed with the closure of the road, pursuant to the provisions of the Roads (Opening and Closing) Act, 1991, as amended.
- (c) Following formal closure of the road, where the closed road is of such size that it can be conveniently used separate from the adjoining lands, the closed road may be sold in accordance with Council's Procurement Policy.

5.2 Land Disposal as a Separate Allotment

- (a) Where a parcel of non-community land, which is owned by Council and is large enough to be conveniently used as a separate allotment from the adjoining properties is considered by the Administration to be surplus to Council's requirements, a report shall be placed before the Infrastructure and Sustainability Committee for consideration.
- (b) The report for the disposal of the non-community land shall address;
 - possible use to which the Council may put the allotment, and
 - the reasons why the Administration deems the allotment of land to be surplus to Council's requirements, and
 - the estimated value of the land which shall be supported by a valuation report from a licensed valuer, and

- the proposed method of disposal, e.g. by auction, tender or other means in accordance with Council's Procurement Policy.
- (c) Following approval by Council to dispose of the allotment of non-community land it shall be disposed of in the manner approved by Council.

5.3 Land too small to be disposed of as a separate Allotment

- (a) Where a parcel of non-community land, which is owned by Council and is too small to be conveniently used as a separate allotment from the adjoining allotments, is considered by the Administration to be surplus to Council's requirements, a report shall be placed before the Infrastructure and Sustainability Committee for consideration of the disposal of the land.
- (b) The report shall address;
- the reasons why the non-community land is no longer needed by Council, and
 - to which adjacent owner the land is to be offered for sale, and
 - the estimated value of the land supported by a valuation report from a licensed valuer, and
 - the attainable prices of the land from the adjoining owner/s, and
 - where applicable, the method of disposal.
- (c) In assessing the attainable price the report shall address the effect the attachment of the surplus land will have on the property to which it is to be attached.
- (d) Following approval by Council to dispose of the small allotment of land it shall be disposed of in the manner approved by Council.

5.4 Easements

- (a) Where an easement, which is owned by Council, is registered on a third party's property and is considered by the Administration to be surplus to Council's requirements a report shall be placed before the Infrastructure and Sustainability Committee for consideration of the disposal of the right and the discharge of the easement.
- (b) The report shall address the reasons why the easement is no longer needed by Council, the value of the easement and the attainable price of the easement from the third party on whose title the easement is registered.
- (c) In assessing the attainable price the report shall address the effect that the discharge of the easement will have on the value of the property of the third party over which the easement is registered.
- (d) Following approval by Council the Administration may proceed with the disposal of the right and discharge the easement over the third party's property.

5.5 Payment

- (a) Where the Council sells any of its non-community land which is too small to be sold as an independent allotment or it sells an easement, the Chief Executive Officer shall be empowered to defer the payment of the purchase price, provided a caveat is registered on the property to which the land is attached or the easement is extinguished, requiring payment as follows:
 - (i) Full payment will be made by the owner of the property if the property is sold and such payment will be made to the Council at settlement.
 - (ii) The payment due to Council shall be the agreed purchase price, inflated or deflated for the time value of money at the time of the payment. The time value of money shall be calculated on the average monthly prime lending rate declared by the Reserve Bank of Australia as at the last trading day of each month.
 - (iii) The balance outstanding for each such arrangement shall be updated as at 30th June each year so that the current values of Council's deferred assets are recorded.
 - (iv) In all other cases full payment shall be made at settlement.

6. DEFINITIONS

See Section 193 of the Local Government Act 1999.

7. LEGISLATION/REFERENCES

Local Government Act 1999
Roads (Opening and closing) Act 1991

8. POLICY DELEGATIONS

Chief Executive Officer has sub-delegation to negotiate deferred payment subject to clause 5.5 of this policy.

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

9. ROLES / RESPONSIBILITIES

Operational; The Property Services Coordinator in conjunction with the Manager of Property Assets under direction from the General Manager Assets and Environment are responsible for the implementation of this policy.

Council Committee; The Infrastructure and Sustainability Committee will receive and consider reports under this policy and make recommendation to Council for its decision.

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:
1/7/2002		Policy no. COU54
18/10/2010	CSP Committee; CSP367/10	
25/10/2010	Council; C758/10	
8/10/2012	CSP Committee; CSP139/12	
22/10/2012	Council; C564/12	
..... 2016		Was policy no. COU116



Graffiti

Policy Type:	Council policy
Reference Number:	COU72
Responsible Department:	City Services
Responsible Officer:	General Manager City Services
Legislation	Graffiti Control Act 2001 S (12) ss(4) Local Government Act 1999 S (254) ss(1)
Relevant Delegations:	N/a
Related Policies and Procedures	N/a
Community Goal	3.1 Ensure that urban development and infrastructure meet the changing needs of the City whilst building upon character and amenity.
Previous Policy No:	COU51, 4.4.01
Date Adopted:	CSP 18 Oct (367/10) C 25 Oct (758/10)
Review Date:	October 2012

1. POLICY STATEMENT

This policy provides a clear framework for the management of graffiti within the City of Unley.

2. PRINCIPLES

The City of Unley strives to achieve a respect for the City's heritage and natural areas to reinforce Unley's city amenity and village charm as described within the Community Plan 2010 - 2015. It is based upon this principle that the City of Unley seeks to minimise the incidence of graffiti on both public and private property by prompt removal, providing legitimate avenues of expression and being proactive in the prevention of graffiti.

3. POLICY OBJECTIVES

To enhance the City's environment by controlling and minimising the impact of graffiti.

3.1 Council's Philosophy

The Council's objective is to remove graffiti as promptly as possible where Council has control over affected property; and to seek and encourage removal of graffiti where other agencies are responsible for the damaged property. It is also Council's intention to discourage graffiti through physical design or social responses, whenever opportunities arise to do so. Appropriately designed and legally placed murals are accepted as a positive form of art or decoration and as a deterrent to graffiti.

The following measures are designed to keep the built environment in the Unley Local Government area clear of graffiti as much as possible, and to work in partnership with other agencies and individuals in combating the problem.

3.2 Implementation

- 3.2.1 The Council will take up the power to remove or obliterate graffiti in accordance with Part 4 of the Graffiti Control Act 2001. Appropriate authorities will be assigned to Council officers in accordance with Section 12(4) of the legislation.
- 3.2.2 Graffiti will be removed from Council-owned assets within one business day of notification when feasible.
- 3.2.3 Graffiti deemed to be offensive (reflecting racial, political or sexist images or language) including tagging within the City on property which is not owned by Council will be removed by the owner, subject to the requirements in Part 4 of the Graffiti Control Act 2001, viz.:
 - (a) provision of written notice to property owners/occupiers;
 - (b) allowance of 10 days for owners/occupiers to object;
 - (c) proceeding to remove or obliterate graffiti only if there is no objection from the property owner/occupier; and
 - (d) consulting with the owner/occupier regarding the work to be carried out.
- 3.2.4 For frequently abused properties a 'standing' authorisation to remove graffiti may be sought under Section 12(2) of the Graffiti Control Act 2001 from property owners/occupiers/agents so that the legislative requirements are streamlined.
- 3.2.5 Council will remove graffiti to a height of three metres where the property is not owned by Council.
- 3.2.6 If any structure or building identified for graffiti removal on property not owned by Council is assessed to be unsafe, the owner of the property will be advised and will be responsible for the removal of the graffiti. Example:

ETSA - light poles, electric boxes, transformers, cable cylinders and associated infrastructure.

TransAdelaide (DTEI) - traffic signals, traffic signs, signal boxes, tram over pass, railway tracks, fences, train platforms.

Graffiti removal surrounding creek beds or associated infrastructure will be undertaken when it is deemed safe by relevant officers.

3.2.7 Council will not remove graffiti from building construction sites, demolition sites, enclosed/secure premises, vacant land or abandoned buildings due to potential risks associated with Occupational Health Safety and Welfare and personal security.

3.2.8 Council's field staff will maintain surveillance of the district to locate and report graffiti.

3.2.9 Staff will maintain liaison with schools, councils, police and other relevant agencies in order to keep abreast of current 'tag registers', approaches to offenders and any other aspects of the issue which may inform this Council's practices, or to which Unley Council can contribute.

3.2.10 This policy, and the availability of Council's assistance to residents in combating the graffiti problem, will be effectively published periodically.

3.2.11 Where there are opportunities to treat surfaces with anti-graffiti coatings, Council will pursue these pro-actively so that the handling of toxic and environmentally damaging cleaning agents is reduced as much as possible.

3.2.12 Council will consider design and planning aspects that may deter graffiti whenever opportunities arise through deliberations of development in the City or its own property maintenance, e.g. screen planting on prominent locations, installation of night lighting and security lighting.

4. DEFINITIONS

Graffiti – is the illegal application of writing or drawings to property without the owners' permission. Graffiti is the unwanted marking and adornment of the physical environment. It is considered to be visual pollution of the environment and an affront to property owners, whether public or private.

Tag – an individual mark in the nature of a signature or identification logo defined as graffiti.

5. REFERENCES

Local Government Act 1999
Graffiti Control Act 2001

6. PROCEDURES

This policy will be reviewed in keeping with Council's Policy Review process and will be managed by the Property Services Coordinator.



GRAFFITI REMOVAL

Policy Type:	Council Policy
Responsible Department:	Assets and Environment
Responsible Officer:	General Manager Assets and Environment
Related Policies and Procedures	N/a
Date Adopted:	C758/10; 25 October 2010
Last Council review:2016
Next review date:2019
ECM Doc Set ID:	2741364

1. POLICY STATEMENT

This policy provides a clear framework for the management of graffiti within the City of Unley.

2. COMMUNITY GOAL

Goal 2.3; Cultural and artistic diversity.
Goal 2.5; Collaborative and engaged community

3. POLICY OBJECTIVES

To enhance the City's environment by controlling and minimising the impact of graffiti.

4. PRINCIPLES

The City of Unley strives to:

- achieve respect for the City's heritage and natural areas, and
- reinforce the amenity of the City and village charm as described within the Community Plan 2033.

The City of Unley seeks to:

- minimise the incidence of graffiti on both public and private property;
- promptly remove graffiti;
- provide legitimate avenues of expression; and
- being proactive in the prevention of graffiti.

5. POLICY

5.1 Council's Philosophy

- 5.1.1. The Council's objective is to remove graffiti as promptly as practicable where Council has control over affected property, and to seek and encourage removal of graffiti where other agencies are responsible for the damaged property. (see 5.2.1 below)
- 5.1.2. It is also Council's intention to discourage graffiti through physical design or social responses, whenever opportunities arise to do so.
- 5.1.3. Appropriately designed and legally placed murals are accepted as a positive form of art or decoration and as a deterrent to graffiti.
- 5.1.4. The following measures are designed to keep the built environment in the Unley Local Government area clear of graffiti as much as practicable, and to work in partnership with other agencies and individuals in combating the problem.

5.2 Implementation

- 5.2.1. The Council will take up the power to remove or obliterate graffiti in accordance with Section 12(1) of Part 4 of the Graffiti Control Act 2001;

"A council may enter private property and take any action necessary to remove or obliterate graffiti on the property **that is visible from a public place** if –
(a) a notice under this section was served on the owner or occupier of the property at least ten days prior to the action being taken; and
(b) the owner or occupier on whom the notice was served has not objected, in accordance with the notice, to the action being taken."
- 5.2.2. Appropriate authorities will be assigned to Council officers in accordance with Section 12(4) of the legislation.
- 5.2.3. Graffiti deemed to be offensive (reflecting racial, political or sexist images or language) will be removed from Council-owned assets within one working day and non-offensive graffiti within 10 business days of notification when feasible.
- 5.2.4. For frequently abused properties a 'standing' authorisation to remove graffiti deemed to be offensive (reflecting racial, political or sexist images or language) may be sought under Section 12(2) of the Graffiti Control Act 2001 from property owners/occupiers/agents so that the legislative requirements are streamlined.
- 5.2.5. Where it is deemed safe and appropriate Council will remove graffiti from property, including that owned by DPTI, SAPN, TransAdelaide and other utilities, which directly abuts Council owned assets.
- 5.2.6. For property or structures other than that owned by Council, if the location of the graffiti is assessed as presenting a Work Health and Safety hazard, then its removal from the structure or building will be the responsibility of the owner. The following are examples of unsafe areas:

- SAPN assets such as light poles, electric boxes, transformers, cable cylinders and associated infrastructure.
 - DPTI assets such as traffic signals, traffic signs, signal boxes.
 - TransAdelaide assets such as tram over pass, railway tracks, fences, train platforms.
 - Graffiti removal surrounding creek beds or associated infrastructure will be undertaken when and where it is deemed safe and appropriate.
- 5.2.7. Council will not remove graffiti from building construction sites, demolition sites, enclosed/secure premises, vacant land or abandoned buildings due to actual risks associated with Workplace Health and Safety and personal security.
- 5.2.8. Council's field staff will maintain surveillance of the district to locate and report graffiti.
- 5.2.9. Staff will maintain liaison with schools, councils, police and other relevant agencies in order to keep abreast of current 'tag registers', approaches to offenders and any other aspects of the issue which may inform this Council's practices, or to which Unley Council can contribute.
- 5.2.10. This policy, and the availability of Council's assistance to residents in combating the graffiti problem, including the provision of a Graffiti Volunteer program, will be effectively promoted and published periodically.
- 5.2.11. Where there are opportunities to treat surfaces with anti-graffiti coatings, Council will pursue these pro-actively so that the handling of toxic and environmentally damaging cleaning agents is reduced as much as possible.
- 5.2.12. Council will consider design and planning aspects that may deter graffiti whenever opportunities arise through deliberations of development in the City or its own property maintenance, e.g. screen planting on prominent locations, installation of night lighting and security lighting.

6. DEFINITIONS

Graffiti – is the illegal application of writing or drawings to property without the owners' permission. Graffiti is the unwanted marking and adornment of the physical environment. It is considered to be visual pollution of the environment and an affront to property owners, whether public or private.

Tag – an individual mark in the nature of a signature or identification logo defined as graffiti.

DPTI – Department of Planning, Transport and Infrastructure

SAPN – SA Power Networks

7. LEGISLATION/REFERENCES

Local Government Act 1999
Graffiti Control Act 2001

8. POLICY DELEGATIONS

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

9. ROLES / RESPONSIBILITIES

- Manager Operational Services
- Coordinator Civil Works and Response

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:
04/04/2001		Policy COU 51
18/10/2010	CSP Committee; CSP367/10	
25/10/2010	Council; C758/10	Was policy COU 114
...2016		Was policy COU 72



World War I Honour Roll

Policy Type:	Council
Reference Number:	COU106
Responsible Department:	Community
Responsible Officer:	General Manager
Legislation	Not applicable
Relevant Delegations:	Not applicable
Related Policies and Procedures	Not applicable
Community Goal	1.8 Contribute to local community and cultural life by providing opportunities for cultural expressions and learning.
Previous Policy No:	37, COU110
Date Adopted:	27 March 2007 CSP 18 Oct (367/10) C 25 Oct (758/10) CSP 8 Oct (139/12) C 22 Oct (564/12)
Review Date:	2014

1. POLICY STATEMENT

This policy provides a framework for assessing and managing requests for the addition of names to the World War I Honour Roll that hangs in the Town Hall.

2. PRINCIPLES

This policy is based on the principle that there should be procedures in relation to the addition of new names to the Honour Roll, which can be applied consistently and equitably to all applicants.

3. POLICY OBJECTIVES

- 3.1 Provide information on how to apply to Council to add a new name to the Honour Roll.
- 3.2 To establish guidelines for assessing requests to add a new name to the Honour Roll.
- 3.3 To establish procedures for adding approved names to the Honour Roll.

4. DEFINITIONS

World War I Honour Roll – List of names of individuals from Unley who served in the forces during the 1914-18 war.

5. PROCEDURES

5.1 Applications

Applications to add a new name to the World War I Honour Roll must be received in writing and directed to the Museum Curator. Applications must include documentary evidence that the person in question fulfils the criteria below.

5.2 Criteria

The person proposed for inclusion on the Honour Roll must have served in World War I and been an Unley resident when they enlisted.

5.3 Evaluation

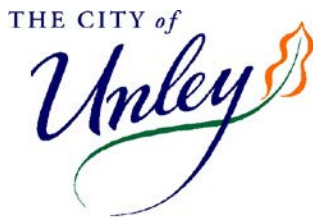
The Museum Curator will substantiate the information provided in the application by referring to the records of the Australian War Memorial and records held by the City of Unley. If the request meets the criteria as outlined in 5.2, it will be approved by the Curator.

5.4 Other matters

The approved name is to be added, where possible, in alphabetical order to a vacant space on the wooden flanges perpendicular to the main face of the Roll.

The name is to be painted in gold leaf in a style identical to the original names.

As a courtesy, the Unley Branch of the Returned Services League will be advised regarding the request.



WORLD WAR I HONOUR ROLL PROCEDURE

Policy Type:	Administrative Procedure
Responsible Department:	Community
Responsible Officer:	General Manager Community
Related Policies and Procedures	Not applicable
Date adopted	C69; 26 March 2007
Last reviewed	...2016
Next review date:	2018
ECM Doc Set I.D.	1840079

1. INTRODUCTION

This procedure provides a means to assess and manage requests for the addition of names to the World War I Honour Roll that hangs in the Unley Town Hall. The aim is to ensure that a consistent and equitable process is available to all applicants.

2. COMMUNITY GOAL

Goal 2.3 - Cultural and artistic diversity:

Showcase our cultural heritage through the management, preservation and promotion of our local history and heritage listed infrastructure

Goal 2.5 - Collaborative and engaged community:

Support increased intergenerational connection and collaboration.

3. PROCEDURE

3.1 Applications

Applications to add a new name to the World War I Honour Roll must be received in writing and directed to the Museum Curator. Applications must include documentary evidence that the person in question fulfils the criteria below.

3.2 Criteria

The person proposed for inclusion on the Honour Roll must have served in the Australian armed forces during World War I and been an Unley Council area resident when they enlisted.

3.3 Evaluation

The Museum Curator will substantiate the information provided in the application by referring to the records of the Australian War Memorial and records held by the City of Unley. Once confirmed by the Australian War Memorial records, and provided that the request meets the criteria as outlined in 3.2, it will be approved by the Curator.

3.4 Other matters

The approved name is to be added, where possible, in alphabetical order to a vacant space on the wooden flanges perpendicular to the main face of the Roll.

The name is to be painted in gold leaf in a style identical to the original names.

As a courtesy, the Unley Branch of the Returned Services League will be advised once the request has been approved.

3.5 Costs

The cost of adding the name to the Honour Roll will be borne by Council.

3.6 Dispute resolution

Where there is any dispute over a decision to refuse the addition of a person's name to the Honour Roll, the applicant may request a Review under Section 270 of the Local Government Act 1999.

Where the decision to add a person's name to the Honour Roll is challenged by another party, that party may request a Review under Section 270 of the Local Government Act 1999.

4. DEFINITIONS

World War I Honour Roll – The honour board hanging in the City of Unley Town Hall displaying the list of names of individuals from the Unley Council area who served in the Australian armed forces during the 1914-18 World War.

5. LEGISLATION

Local Government Act 1999

6. POLICY DELEGATIONS

The Chief Executive Officer, General Manager Community and the Museum Curator have delegation under this Procedure to manage and approve requests for the addition of names to the World War 1 Honour Roll.

7. DOCUMENT HISTORY

Date:	Council/Committee/Internal	Comment:
19 March 2007	CS 13/07	Policy no.37
26 March 2007	C 69/07	
18 Oct 2010	CSP 367/10	
25 Oct 2010	C 758/10	
8 Oct 2012	CSP 139/12	COU106
22 Oct 2012	C564/12	
2016		Was policy no. COU106

DECISION REPORT

REPORT TITLE:	COUNCIL REPRESENTATIVE TO LGFA ANNUAL GENERAL MEETING
ITEM NUMBER:	527
DATE OF MEETING:	25 JULY 2016
AUTHOR:	SUE BAYLY
JOB TITLE:	GOVERNANCE OFFICER

EXECUTIVE SUMMARY

The purpose of the report is to seek Council's endorsement of a Council representative to attend the Local Government Finance Authority (LGFA) Annual General Meeting (AGM) on 21 October 2016. As the LGFA AGM is to be held on the same day as the Local Government Association AGM, the Mayor is usually appointed as Council's representative.

The LGFA is calling for Notices of motion to the LGFA AGM.

The LGFA is also calling for nominations for its Board to replace two retiring Board Members.

Responses to the above must be received by close of business on Friday 19 August 2016.

RECOMMENDATION

That:

1. The report be received.
 2. Mayor Lachlan Clyne be appointed as the Unley Council's representative to the Local Government Finance Authority Annual General Meeting.
 3. The Deputy Mayor be appointed as proxy to the Mayor to the Local Government Finance Authority Annual General Meeting.
 4. Cr be nominated as a Board Member of the Local Government Finance Authority.
 5. Council submit the following motion to the Local Government Finance Authority Annual General Meeting 2016:
-

1. RELEVANT CORE STRATEGIES/POLICIES

Goal 5.3 Good governance and legislative framework

Goal 5.5 A financially sustainable approach to business and planning activity

2. DISCUSSION

The Local Government Finance Authority (LGFA) is a statutory body established under the Local Government Finance Authority of South Australia Act 1983 (the LGFA Act). The LGFA is administered by a Board of Trustees and its role is to provide investment and loan services for local government authorities.

Council representative

The LGFA has written to Council seeking representation from the Council for the LGFA's next Annual General Meeting on Friday 21 October 2016.

Attachment 1

Section 15(1) of the LGFA Act provides that every Council is entitled to appoint a person to represent it at a general meeting of the LGFA.

The representative has the opportunity to present any matters of business pertinent to the City of Unley, or Local Government generally, and participate in the discussion and voting at the meeting. Council must notify the LGFA of its nomination by close of business Friday 19 August 2016.

Attachment 2

Historically, the Mayor has been appointed as the Council representative at the LGFA Annual General Meeting as the meeting date coincides with the Local Government Association Annual General Meeting. Cr Michael Rabbitt, as Deputy Mayor, would be the proxy if required.

Nomination for LGFA Board

The LGFA is calling for nominations to fill two positions on its Board which have arisen through the completion of the two year terms of Crs Sanderson and Frogley. Nominees should have suitable financial expertise.

The persons appointed will commence their term on 1 January 2017. There are usually six meetings per year on the 3rd Tuesday (with the first meeting to be held in February). Remuneration for Councillors appointed to the Board is currently \$7,000 per annum. These details may be changed at the October AGM.

Attachment 3

Notices of motion

Council may put forward notices of motion for the LGFA AGM. A notice of motion must be submitted on the template provided and should include the reason for the motion (ie. background) and suggested action. Motions are to be submitted to the LGFA by close of business Friday 19 August 2016.

Attachment 4

3. ANALYSIS OF OPTIONS

Option 1 – His Worship the Mayor, Lachlan Clyne, be nominated as the Council representative to the LGFA Annual General Meeting

This option allows Council to participate actively in the governance and strategic direction of the LGFA.

Option 2 – That an Elected Member be nominated as the Council representative to the LGFA Annual General Meeting

Council may wish to nominate an Elected Member as its representative to the LGFA Annual General Meeting.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. ATTACHMENTS

Attachment 1; Correspondence dated 4 July 2016 from Paul Slater, Chief Executive Officer, LGFA.

Attachment 2; Appointment of Council representative form

Attachment 3; LGFA Board Nomination form

Attachment 4; Notice of motion form

6. REPORT AUTHORISERS

<u>Name</u>	<u>Title</u>
Megan Berghuis	Acting Chief Executive Officer
Rebecca Wilson	Group Manager Governance

Subject - LSFA		⑦
Property/Street		
Application No.		
Doc. No.	06 JUL 2016	Class. Acc
For Info/Action Crowland		



TO: Chief Executive Officers
Secretaries - Regional Associations

FROM: Chief Executive Officer

RE: Annual General Meeting - Friday 21 October 2016

Advance notice is hereby given that the Annual General Meeting of the Local Government Finance Authority of South Australia will be held on Friday 21 October 2016, in the Adelaide Entertainment Centre, 98 Port Road, Hindmarsh SA 5007. This meeting will again coincide with the Annual General Meeting of the Local Government Association of S.A. with the commencement time to be advised.

1. Appointment of Council Representative

Section 15(1) of the Local Government Finance Authority of South Australia Act 1983, provides that:-

" Every Council is entitled to appoint a person to represent it at a general meeting of the Authority."

As the Meetings of the Local Government Association of South Australia will also be held on the above day, it is suggested that the same person be appointed to represent your Council on the Association and the Authority.

A form is attached for your convenience to notify us of your representative.
Please return same to this Authority no later than Friday 19 August 2016.

2. Nominations for Members of the Board

We draw your attention to Section 7(1)(a) of the Local Government Finance Authority of South Australia Act 1983 regarding membership of the Board which provides:-

" (a) two are persons elected in accordance with the rules of the Authority;"

and to Section 8(1) which provides:-

"8. (1) Subject to this section, a representative member of the Board holds office for a term of two years commencing on the first day of January in the year next succeeding the year in which he or she was elected or appointed."

Kindly note that in accordance with the Rules of the Authority if more than two persons are nominated an election for two representative members will again be determined by postal ballot. The successful candidates will be declared elected at the Annual General 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

Nominations are hereby called to fill the two positions provided by Section 7(1)(a) currently held by Cr John L Sanderson (City of Mitcham) and by Cr John W Frogley (Councillor City Norwood Payneham & St Peters).

Nominations must be lodged at the Local Government Finance Authority of South Australia office not later than 19 August 2016.

For information we advise that Section 7 (2) of the LGFA Act states:-

"At least one member of the Board must be a woman and at least one member must be a man"

Our current gender status is 6 men and 1 woman.

Councils may wish to consider nominating a candidate of each sex.

A nomination form is attached for your convenience.

Those councils nominating a Member or Officer may wish to forward separately a brief résumé of their nominee which will later be circulated to all Councils with the Agenda and Ballot Paper (if a ballot is required).

A résumé form in the REQUIRED FORMAT is attached for this purpose.

3. Notice of Motion

The Rules of the Authority in relation to Annual General Meeting procedures require that a Notice of Motion specifying the resolution which is to be proposed has been given in writing to the Chief Executive Officer not less than forty two days prior to the meeting and to comply with this Rule, it is necessary for Notices of Motion to be submitted to the Local Government Finance Authority of South Australia office on or prior to Friday 19 August 2016.

Member Councils are requested to lodge the Notice of Motion in the following manner:-

- (a) Notice of Motion
- (b) Reason
- (c) Suggested Action

A copy of the appropriate form is attached for your convenience.



P. A. SLATER
CHIEF EXECUTIVE OFFICER

4 July 2016

APPOINTMENT OF COUNCIL REPRESENTATIVE

2016 ANNUAL GENERAL MEETING

I advise that Mayor/Alderman/Councillor/Officer/ or any other person

.....
(Full Name)

.....
(Home Address)

is appointed Council Representative to the Local Government Finance Authority of South Australia.

.....
(Signature of Chief Executive Officer)

.....
(Council)

CLOSING DATE: Friday 19 August 2016

NOMINATION FORM

PURSUANT to a Resolution duly passed

The
(Name of Council)

hereby nominate
(Full Name)

of

being a Member or Officer of a Council for election to the Board of the Local Government Finance Authority of South Australia as provided by Section 7(1)(a) of the Local Government Finance Authority Act 1983.

Date this day of 2016

.....
(Signature of Chief Executive Officer)

and I the person nominated hereby agree to accept such nomination

.....
(Signature of Candidate)

CLOSING DATE: Friday 19 August 2016

NOTICE OF MOTION

2016 ANNUAL GENERAL MEETING

NAME OF COUNCIL:

NOTICE OF MOTION:

.....
.....
.....

REASON:

.....
.....
.....
.....

SUGGESTED ACTION:

.....
.....
.....
.....

NOTICES OF MOTION TO BE SUBMITTED TO THE
LOCAL GOVERNMENT FINANCE AUTHORITY OF SOUTH AUSTRALIA OFFICE
ON OR PRIOR TO FRIDAY 19 AUGUST 2016

DECISION REPORT

REPORT TITLE:	CHIEF EXECUTIVE OFFICER'S KPIS 2016/17
ITEM NUMBER:	528
DATE OF MEETING:	25 JULY 2016
AUTHOR:	CAROL GOWLAND
JOB TITLE:	EA TO CEO AND MAYOR

EXECUTIVE SUMMARY

As part of its governance process, the City of Unley undertakes an annual review of the Chief Executive Officer's (CEO's) performance and remuneration.

To enable the City of Unley to effectively review the CEO's performance, it is critical to set a series of key performance indicators (KPI's) against which performance will be assessed. The KPI's need to align with the strategic direction of Unley and deliver clear and measurable results in the year under review. The CEO Performance Review Panel, and the CEO have been engaged in a consultative process of determining a set of KPI's for 2016/2017, and they are presented in this report to Council.

RECOMMENDATION

That:

1. The report be received.
 2. The draft KPI's for 2016/2017 developed by the CEO performance Review Panel in consultation with the CEO be adopted.
-

1. RELEVANT CORE STRATEGIES/POLICIES

5. Organisational Excellence

- 5.1 A constructive culture for all employees and volunteers
- 5.2 A customer centric approach
- 5.3 Good governance and legislative framework
- 5.4 An environment of continuous improvement and innovation
- 5.5 A financially sustainable approach to business and planning activity
- 5.6 Enabling information systems and robust reporting
- 5.7 Uphold the reputation of the City of Unley

2. DISCUSSION

The CEO Performance Review Panel has the responsibility to work consultatively with the CEO to develop a series of relevant and measurable KPI's against which an effective performance review can be conducted. The KPI's need to align with the Strategic Plan for the City of Unley and set out a series of KPI's for the 2016/2017 year, but to also ensure those KPI's enable the longer term delivery of the Strategic Plan.

The CEO Performance Review Panel met with the CEO on 26 May to discuss a series of ideas from the Panel and the CEO that could be developed into KPI's for the current year. The CEO outlined some of the current key initiatives that should also be considered by the Panel. From the discussion an initial draft set of KPI's were developed and circulated to the Panel for Review. The CEO also consulted with his direct reports to ensure they could have input in relation to their specific areas of responsibility. From those discussions, and from the comments and suggestions for change from the Panel, a draft set of KPI's have been developed and are included with this report.

3. ANALYSIS OF OPTIONS

Option 1 – The draft KPI's for 2016/2017 developed by the CEO performance Review Panel in consultation with the CEO be adopted.

Option 2 - The draft KPI's for 2016/2017 (as amended) developed by the CEO performance Review Panel in consultation with the CEO be adopted.

4. RECOMMENDED OPTION

Option 1 is the recommended option.

5. POLICY IMPLICATIONS

Nil

6. REPORT CONSULTATION

CEO Performance Review Panel
Elected Members

7. ATTACHMENTS

CEO's KPIs for 2016/17

8. REPORT AUTHORISERS

<u>Name</u>	<u>Title</u>
L Clyne	Mayor

Chief Executive Officer KPI's 2016/2017

Key Performance Indicators	Milestones	Timeline
1.		
Undertake a review to identify opportunities to collaborate with the ERA Councils to implement shared services to improve efficiency, while maintaining agreed service levels:	<ul style="list-style-type: none"> • Develop with the ERA Councils a robust governance arrangement to enable implementation of shared services • Identify potential programs that will align with a shared services model • Undertake a feasibility study for the identified programs, and progress those opportunities to implementation where they deliver the expected synergies and stated outcomes • Establish and report on performance indicators that ensure any shared services activities deliver the specified goals 	
2.		
Continue to develop a customer service focused culture across the organisation, evidenced by lifting the customer satisfaction level and call resolution scores in the CBSA annual survey	<ul style="list-style-type: none"> • Conduct a customer survey for three specific services, seek feedback from customers regarding the level of service, report the findings and develop a set of actions to improve service delivery. Service areas identified for 2016/2017 are: <ul style="list-style-type: none"> ○ Planning and Building applications ○ Footpath maintenance ○ Customer Service Centre • Review complaints and conduct analysis to identify other service improvement opportunities • Implement structured customer service training for all staff to gain greater understanding and alignment with the required service culture • Improve the City of Unley customer service approach and experience for people living with dementia by implementing an internal and external dementia awareness training program in partnership with Alzheimer's SA and other relevant agencies. • Complete the introduction of electronic assessment and file management for Development Application 	

Key Performance Indicators	Milestones	Timeline
3.		
Deliver the annual budget for 2016/2017, and identify opportunities for \$400,000 of savings in recurrent expenditure. Continue to review and implement initiatives that deliver strong financial performance	<ul style="list-style-type: none"> • Undertake a service review of Civil Works to identify efficiency improvements and possible savings opportunities • Use vacancy management to identify options for role consolidation and potential savings across the organisation • Identify opportunities for productivity improvement through the implementation of a continuous improvement program across the organisation • Review benchmarking and report findings that identify savings and potential income generation opportunities • Embed an asset management approach across Council – Deliver council endorsed Levels of Service for at least 4 key asset categories. • Review level of depreciation versus replacement cost for infrastructure assets to minimise the current “gap” • Continue to review potential sources of alternate income generation that move the City of Unley in the longer term to a position where rates contribute no more than 75% of income 	
4.		
Develop a plan for the potential redevelopment of Council owned properties that is aligned with the City of Unley Community Plan, and review commercial options that can deliver future non rates based income for the City	<ul style="list-style-type: none"> • Develop and implement a process to identify potential sites for redevelopment • Identify the potential use options for each site, including how the redevelopment will align with community needs and the Community Plan • Identify the possible models that can be used for redevelopment including partnership with developers • Prepare a report and business case for Council review and decision 	

Key Performance Indicators	Milestones	Timeline
5.		
Continue to develop a performance based culture across the organisation and build the capability and capacity of the people	<ul style="list-style-type: none"> • Develop and implement an updated performance review process that aligns with the culture and values of the City of Unley, and will enhance the focus on delivering excellence in the customer experience • Build the capability of leaders in all functions to deliver the cultural change program and develop future leadership succession 	
6.		
Deliver specific projects to continue alignment with the Strategic and Community Plan	<ol style="list-style-type: none"> 1. Prepare a business case to analyse the opportunity to bring forward capital works expenditure to take advantage of low interest rates, while ensuring any actions and recommendations are aligned with the long term asset management plan 2. Develop a strategic land acquisition policy with a list of targeted properties for purchase; instigate a program to purchase one property; recommend to Council one Council owned property that could be sold 3. Identify and create 50 new vehicle parking spaces in main-streets (scooter, motorbike, gopher and car), from existing budgets to improve accessibility and city mobility 4. Develop strategies with sporting clubs to increase sustainable usage and patronage of their facilities to align with the Vibrant City goals in the Community Plan 5. Develop and present an options paper to Council on the potential impact of the cessation of funding for the Commonwealth Home Support Program, in particular exploring the future directions of the service model and approach. To be measured through completion of the options paper, with a viable and customer focussed option presented to best meet the needs of our community. 6. Complete the review and update of the Unley Integrated Transport Strategy 	

INFORMATION REPORT

REPORT TITLE:	COUNCIL ACTION RECORDS
ITEM NUMBER:	529
DATE OF MEETING:	25 JULY 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.
-

COUNCIL ACTION REPORTS - ACTIONS TO July 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
COUNCIL	876	Notice of Motion - Cr Salaman re Unley Road - 1. Council supports, in principle, the 2002 Unley Road Upgrade as initially approved by the Government of the day, but updated as necessary. 2. The administration seek support from the Minister for Transport to give the project official endorsement. 3. The administration request that the Department re-convene the former project team, which included the then Transport SA, their consultants and Unley Council. 4. The assistance of the local member, David Pisoni be sought. 5. Early enquiries be made into the availability of Federal funding for the project. 6. A report be brought to Council as soon as is practical with recommendations on fine tuning the approved 2002 plans, a review of the 2002 consultation results and the desirability of re-consulting on Stage 2 of the Upgrade Plan, prior to proceeding to the Stage 3 consultation round. 7. The Unley Road Association be informed of the decision.	General Manager Economic Development & Planning	No change in DPTI position.
	1044	Unley Oval Upgrade Plans Recommendation 2 Recommendation 3 Recommendation 4 Recommendation 5 Recommendation 6 Recommendation 7 Recommendation 8 Recommendation 9	General Manager Economic Development & Planning	ONGOING. Report to be presented to Council in July providing an update. COMPLETED

COUNCIL ACTION REPORTS - ACTIONS TO July 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	1221	<p>Unley Central Precinct Plan - 2. The concepts outlined in the Draft Unley Central Precinct Plan (Attachment 1) be adopted as the long term vision for the precinct and a community engagement process be undertaken to communicate the vision.</p> <p>3. A Statement of Intent be prepared seeking approval from the Minister to undertake a Development Plan Amendment of the District Centre Zone, in accord with the recommendations of the Plan.</p> <p>4. Work continue on investigating modifications to traffic flows in the local area to achieve an outcome that improves the pedestrian experience of Oxford Terrace and that prioritises walking and cycling in the precinct.</p> <p>5. A streetscape design for the entrance of Oxford Terrace from Unley Road be prepared.</p> <p>6. Administration investigate the feasibility of establishing a Precinct Authority to guide the development of the Unley Central Precinct.</p>	General Manager Economic Development & Planning	DSP Minutes of July Council provide update. Draft DPA seeking Council approval for release.
	38	<p>Urban Corridor Development - 246-252 Unley Road Hyde Park - 2. The Development Assessment Commission be advised that Council generally supports the redevelopment of the Cremorne Plaza site, but requests the matters raised in this report be given further consideration as part of the assessment process.</p> <p>3. Council delegate to the Chief Executive Officer or his nominee(s) the authority to negotiate appropriate outcomes with the developer in regard to public realm upgrade, zone boundary interface, car parking provision and encroachments.</p>	General Manager Economic Development & Planning	Development Approval has lapsed. No further action with this item. COMPLETED

COUNCIL ACTION REPORTS - ACTIONS TO July 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
DSP	3	<p>Draft General Development Plan - 2. Do not endorse the draft General DPA in its current form.</p> <p>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.</p> <p>4. A further report be provided to the Committee in June 2015.</p>	General Manager Economic Development & Planning	<p>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.</p> <p>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.</p>
AUDIT & GOV	13	<p>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:</p> <ul style="list-style-type: none"> • 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	The project is currently being undertaken.

COUNCIL ACTION REPORTS - ACTIONS TO July 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
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	Response is still awaited from DPTI, 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.	General Manager Economic Development and Planning	1. Proposals in relation to this are addressed in the Draft Annual Business Plan and Budget being presented for consideration by Council at the June Council meeting. 2. Report will be presented to Administration at the end of June for consideration at the next scheduled UBED Meeting
I & SC	11	City of Unley Walking and Cycling Plan 2015-2020 Draft for Consultation - 2. The draft City of Unley Walking and Cycling Plan 2015-2020 as amended be supported for community engagement. 3. A report outlining the outcomes of the community engagement be provided to Council in early 2016.	General Manager Assets and Environment	Report is part of Council agenda for 25 July 2016 meeting. COMPLETED
	373	Notice of Motion from Councillor Hewitson re amendments to endorsed plans for Rugby/Porter Cycleway -	General Manager Economic Development and Planning	As endorsed by Council in June 2016 meeting, a community engagement is scheduled to begin July 2016.

COUNCIL ACTION REPORTS - ACTIONS TO July 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	440	<p>Unley Wayville and Goodwood Local Area Traffic Management Student (LATM1) Draft Plan - 1. The report be received.</p> <p>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.</p> <p>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.</p> <p>4. A further report be presented to Council as soon as practicable following the community consultation process.</p>	General Manager Economic Development & Planning	A report to Council for consideration at the July meeting has been prepared relaying the feedback from the Community Engagement in regard to the Unley, Goodwood, Wayville LATM. Unfortunately there were a significant number of further feedback responses from mid June provided to the traffic team mid July, that had somehow been misplaced in the system. It will not be possible to have these analysed and incorporated into the consolidated feedback report in time for the July Council, so in consultation with the Acting CEO the decision has been made to defer the LATM Report to the August Council meeting.
	441	<p>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.</p> <p>3. Administration continue to liaise with SA Police to ensure the turning restrictions are enforced on an appropriate basis.</p> <p>4. Monitoring of the study area continue and a report, including the traffic data be brought back to Council in 12 months' time.</p>	General Manager Economic Development & Planning	The report requested in point 4 will be presented at the February 2017 Council meeting.

COUNCIL ACTION REPORTS - ACTIONS TO July 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	442	Council Representation on the Inner Metropolitan Development Assessment Committee (IMDAC) - Mr Brenton Burman be nominated as the Member and Mr Roger Freeman be nominated as the Deputy Member to the Minister for Planning as the City of Unley nominees on the IMDAC that will assess applications for buildings five storeys and over in the City of Unley's Urban Corridor Zones	General Manager Economic Development & Planning	Correspondence received from Minister Rau advising of appointments. COMPLETED.
	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.	General Manager Community	Report to Council in October 2016.
	444	Ferguson Avenue Myrtle Bank - Street Tree Removal - 2. Council endorse a three staged (over 6 years) street tree renewal program for Ferguson Avenue, Myrtle Bank. 3. Council endorse the replacement of 36 White Cedar trees in the first stage of this program (2016) with advanced specimens of Chinese Pistachio. A street tree risk reduction pruning program for the remaining White Cedar trees will occur concurrently. 4. The tree removal process will also involve the safeguarding of any native fauna that currently use the trees as habitat. 5. Property owners and residents of Ferguson Avenue be advised of the impending works and the matter only be brought back to Council if significant objections are received.	General Manager Assets and Environment	Stage One of this renewal project is now completed. 36 trees have been removed & 42 replacement trees planted. The Administration will continue to work with residents along Ferguson Avenue for opportunities for habitat box installation in private trees.

COUNCIL ACTION REPORTS - ACTIONS TO July 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	445	Temporary Parking Signs Goodwood - 1. Council conducts in the vicinity of the Show grounds a detailed audit to identify surplus posts, being cognizant of parking regulations, and making best use of existing stobie poles and other posts. 2. As a result of the above audit, Council remove any surplus posts. 3. Administration conducts an audit similar to the above across the remainder of the City, and remove surplus posts. This audit can be conducted in future years as part of an on-going programme.	General Manager Assets and Environment	The detailed audit has been completed in the vicinity of the Show grounds. The audit data is currently being analysed to identify surplus posts, being cognizant of parking regulations, and making best use of existing stobie poles and other posts. The work is scheduled to commence this month and to be completed before the show period. The detailed audit similar to the above across the remainder of the City has not be planned at this stage.
	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	All ERA Councils have now endorsed the Resilient East Regional Climate Change Adaptation Plan and the City of Adelaide will to continue to be a part of the partnership. The Resilient East Project Steering Group is in the process of developing the governance and implementation framework for the project which will also outline recommended priorities for the project partners. 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	Engagement underway.

COUNCIL ACTION REPORTS - ACTIONS TO July 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	491	<p>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.</p> <p>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.</p> <p>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.</p> <p>4. The CEO publish a notice of the revocation in the Eastern Courier Messenger.</p> <p>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.</p>	General Manager Assets and Environment	Notice published in Government Gazette and will appear in Eastern Courier Messenger in early August. Complete. No further action. COMPLETED
	492	<p>Future Grandstand Upgrades at Unley Oval - Sturt Football Club Proposal - 2. The reduced space requirements for the Sturt Football Club are acknowledged, and the Sturt Football Club Option 2 proposal (Attachment 1 to Item 492/16 now becomes the Council preferred redevelopment option for Unley Oval.</p> <p>3. Discussions continue with external funding bodies on this option.</p> <p>4. Information be placed on Council's website and in the Unley Life column of the Eastern Courier messenger, which will include the Sturt Football Club proposal, a summary of this report and the outcomes of Council's decision.</p>	General Manager Community	Discussions with funding bodies will continue and information will be placed in the outlets listed in recommendation 4. COMPLETED

COUNCIL ACTION REPORTS - ACTIONS TO July 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	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	Leader Street design will now be finalised in accordance with the Council resolution. COMPLETED
	494	Annual Business Plan and Budget Adoption	Group Manager Business Support and Improvement	The Plan and Budget adopted by Council on 27/6/2016. COMPLETED
	495	2016-17 Fees and Charges Schedule - The schedule of fees and charges referred to in Attachment 1 of Item 495/16 for the 2016-17 financial year be approved to take effect from 1 July 2016, or until varied. Council notes that the statutory fees will be included on the schedule of fees and charges available for public inspection subsequent to being gazetted.	Group Manager Business Support and Improvement	Schedule of fees and charges endorsed by Council on 27/6/2016. Statutory fees available for public inspection on Council's website and via the Register of fees and charges. COMPLETED

COUNCIL ACTION REPORTS - ACTIONS TO July 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
	507	<p>Motion on Notice from Councillor Boisvert Re Page Park - The Administration undertake community consultation about extending the off-leash hours in the following parks:</p> <ul style="list-style-type: none"> • Everard Park Reserve, Everard Park • Forestville Reserve, Forestville • Fraser Reserve, Myrtle Bank • Fullarton Park, Fullarton • Heywood Park (western sector), Unley Park • Howard Florey Reserve, Parkside • McLeay Park, Unley • Page Park, Clarence Park • Scammell Reserve, Myrtle Bank • Soutar Park (open play area and south of the east/west path), Goodwood • Village Green, Unley • Wayville Reserve, Wayville <p>The consultation will propose the following options for the community's consideration:</p> <ol style="list-style-type: none"> 1. Make no changes to the off-leash hours in the parks listed: off leash hours to remain 5pm to 10am. 2. Amend the off-leash hours in the parks listed to: off leash between 4pm and 10am from 1 April to 30 September only, with 1 October to 31 March to remain 5pm to 10am. 3. Amend the off-leash hours in the parks listed to: off leash between 4.30pm and 10am from 1 April to 30 September only, with 1 October to 31 March to remain 5pm to 10am. 	General Manager Community	Community consultation to be undertaken during August 2016 and a report on the outcome put to the October Council meeting.

COUNCIL ACTION REPORTS - ACTIONS TO July 2016

Meeting	Item	Subject and Council Resolution	Resp.	Status/Progress
COUNCIL AND AUDIT & GOV.	510	Centennial Park Cemetery Authority - Future Upkeep Fund - 1. The report be received. 2. The report at Attachment 1, from BRM Holditch on the Centennial Park Upkeep Fund, be received. 3. Council request the CPCA Board to develop a new strategic plan and associated asset management plan for Centennial Park by the end of September 2016 for Council approval. 4. Elected Members from both Unley and Mitcham Councils be involved in workshops with the Centennial Park Board to provide direction on the development of both plans. 5. Elected members from Unley and Mitcham Councils formulate strategic objectives they require from CPCA in relation to capital distributions and ongoing dividends, or consider whether the continuing investment in Centennial Park is appropriate. 6. Any upkeep provision funds received from CPCA should be quarantined for major capital projects or debt reduction.	Group Manager Business Support and Improvement	CEOs of Unley and Mitcham have met with the CEO of CPCA. COMPLETED

ITEM 530

QUESTIONS ON NOTICE – COUNCILLOR HUDSON – RE FOOTPATH PAVING

Councillor Hudson has asked the following Questions on Notice regarding footpath paving and the problems of wheelchair/gopher/pram access, and the answers are provided.

1. *What actions, if any, have been taken when repaving footpaths to ensure that they are freely accessible to users of gophers, wheelchairs, double-prams, etc?*

Answer

When preparing Council's footpath renewal program for each year administration review the listing prepared from the predictive modelling tool against the street hierarchy, the available verge width, the condition of the kerb & water table and the pram ramps compliance for each street. The aim is to try and achieve a minimum paved width of 1.55m where possible, given existing site constraints, this is in response to Council's direction to move toward a more age friendly streetscape which is an increase on the previous standard of 1.2m width. This may result in pinch points which are of a lesser width where physical constraints such as trees encroaching into this space.

2. *Where street trees are so close to boundary fences so as to prevent users of the above traversing the paths, what actions if any, have been initiated to solve the situation, ie removal/resiting of the obstacles?*

Answer

Currently as part of the footpath renewal program an assessment is made of the existing trees impacting on the footpath area. If the tree is in good condition no action is taken and the works are undertaken around this obstacle which may cause a pinch point. If however the tree is in poor condition then a request for the removal of the tree is in acted and the tree removal process takes place.

3. *Is the Administration aware of the access recommendations of the Human Rights Commission?*

Answer

Yes

4. *Is the Administration able to provide information about the possibility of legal action if the access problem(s) are not resolved?*

Answer

No

5. *In announcing the list of footpaths listed for upgrading in the next financial year, has an inspection been made of instances where free access could be compromised?*

Answer

Yes

6. *If so, how many such instances have been identified and what remedial action, if any, is proposed.*

Answer

The inspection has highlighted that currently out of the 22 streets listed as part of the 16-17 renewal program 7 streets have issues with existing street trees restricting accessibility along the length footpath. This varies from single trees in some cases to multiple trees along the streets, (4 of these streets would be significantly impacted by the required remedial action). We have requested a review of the current footpath renewal program by Council's arborist for possible impact on existing street trees.

Following the recent conversation with Council on Level of Service re footpaths, administration propose to bring a report to Council seeking direction on the above 7 streets within the next month. This report will focus on providing options for the 7 streets in relation to the potential change of character to the streets if all "pinch" points are removed along the length of the footpath to enable clear access.

ITEM 531

QUESTIONS ON NOTICE – COUNCILLOR PALMER RE SWIMMING POOL SAFETY

Councillor Palmer has asked the following question on notice re improving legislative framework for swimming pool safety in South Australia.

Background

Back in (from memory) 2013 Council and myself (as a building inspector) and my association responded to the Government's survey into improving the framework for swimming pool safety in South Australian homes. The government was responding to a coronial inquest into a then recent child death.

Two major planks were part of the recommendations.

The first being there being one rule for all home swimming pools irrespective of the age of the pool. The second was for regular (bi-annual) inspections of all pools by Council in their Council area.

At the time I, as I am sure elected members, was of the belief that legislation would have been enacted within 12 months.

In my capacity as a building inspector it concerns me that the upgrade to the Act/Regulations has not yet been legislated.

Question

Does our administration have any information about the status of the legislation?

Answer

In 2013 the State Government released a Discussion Paper titled *Proposals to improve the legislative framework for swimming pool safety*. As an outcome of this Discussion Paper the government introduced a range of measures to improve the safety of swimming pools, mainly related to inspections. The amendments came into effect in 2014 and included requirements for Council to inspect 80% of all new swimming pools within two weeks of completion of the child safety barriers and the remaining 20% within two months of completion of the child safety barriers.

At that time the government also indicated that further outcomes of the Discussion Paper were still being prepared, including

- Regular inspection of all swimming pools
- Registration of all swimming pools
- All swimming pool safety barriers to comply with current safety requirements within 5 years or at change of ownership of the property
- Mandatory installation of warning notices to be displayed near swimming pools.

Council has contacted officers from the Building Policy Unit at DPTI who have recently advised that it has been decided to roll these initiatives into the planning reforms. The PDI Act has some broad provisions in it to prescribe triggers in relation to existing pools. These will be developed further in the coming months with the aim to introduce them in the first package of regulations mid-2017.

QUESTIONS WITHOUT NOTICE

TITLE:	QUESTIONS WITHOUT NOTICE
ITEM NUMBER:	532
DATE OF MEETING:	25 JULY 2016
ATTACHMENTS:	NIL

Presiding Member to ask the Members if there are any questions without notice.

CORRESPONDENCE

TITLE: CORRESPONDENCE
ITEM NUMBER: 533
DATE OF MEETING: 25 JULY 2016
ATTACHMENTS: CORRESPONDENCE

The correspondence from

- Australia Day Council
- Australia Day Council
- Kate Ellis MP
- Hon John Rau
- Department of Planning Transport and Infrastructure
- SA Health

be noted.



8 June 2016

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

Dear Mayor Clyne

Worthy Of Attention

Nominations are now open for the Australian of the Year Awards 2017. I am writing to seek your support in having this award promoted throughout your Council area and a supply of nomination Postcards has been sent to your Customer Services Manager for this purpose. You are also welcome to nominate someone who you believe is worthy of this accolade.

There are four categories in the Australian of the Year Awards:

- Australian of the Year – open to all Australians who deserve recognition for their extraordinary achievements, contributions to the community and nation and who are exemplary ambassadors for Australia;
- Senior Australian of the Year – recognises those Australians aged 60 years and over who continue to achieve and contribute to the community;
- Young Australian of the Year – recognises those extraordinary young Australians aged 16-30 years who are contributing to our community; and
- Australia's Local Hero – recognises Australians who make a real difference in their local communities and whose outstanding contributions enrich the lives of those around them.

Nominations are being sought for Australians excelling in all fields of endeavour including arts, media and entertainment, business, charity, education, environment, indigenous\ethnic services, medicine\science, engineering\technology and sport.

Your assistance in promoting this award is greatly appreciated, thanks.

Yours sincerely

Matthew Miles
Executive Officer

Subject: <u>WASCAD Australia</u>	
Priority: <u>Normal</u>	
Application No:	
Doc. No.	09 JUN 2016
Class:	
For Action: <u>C. Gowland</u>	



21 June 2016

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

Dear Lachlan

At the recent Board of Management Meeting of the Australia Day Council of South Australia I was elected by as the Honorary Chair for the next 12 months.

It is with great honour I accept this role and look forward to leading the organisation in the future.

If you would like to contact me I can be reached on h.abiad@adelaidecitycouncil.com or 0400 791 118 or feel free to contact the Australia Day Council administration on 8463 5436

Thank you for your support of the Australia Day in the past and I look forward to working with you in the future

Yours sincerely

Houssam Abiad

Houssam Abiad
Chair

Subject - <u>Australia Day Committee</u>		
Property/Street		
Application No.		
Doc. No.	<u>22 JUN 2016</u>	Class. <u>ACCTAC</u>
For Info/Action <u>C. Gribbard</u>		



Kate Ellis MP
FEDERAL MEMBER FOR ADELAIDE



Lachlan Clyne
Mayor
City of Unley
181 Unley Road
UNLEY SA 5061

22 June 2016

Lachlan
Dear Mayor Clyne

I am pleased to confirm that a Labor government will contribute \$44 million towards local flood mitigation through the Brown Hill Keswick Creek Management Project.

This fulfils the federal contribution to this important local project, requested by local councils.

As you are aware, floods in this area have the potential to cause up to \$130 million in damage, affect 2,000 homes and impact important public infrastructure.

Investing in the Brown Hill Keswick Creek Management Project will avoid costly damage in the long term – taking the pressure off council rates and insurance premiums.

I have enclosed further detail about Labor's announcement. I look forward to working with you to deliver these important local improvements for the benefit of the community.

Yours Sincerely

Kate Ellis MP
Federal Member for Adelaide

CC: Peter Tsokas, CEO - City of Unley

Subject: <i>WARRICK FEDERAL MEMBER</i>	
Project/Street: <i>ADELAIDE</i>	
Application No.	
Doc. No.	24 JUN 2016
Class. <i>ALL INFO</i>	
For Info/Action <i>C. Gowan</i>	



MEDIA RELEASE | WE'LL PUT PEOPLE FIRST

**THE HON KATE ELLIS MP
SHADOW MINISTER FOR EDUCATION
SHADOW MINISTER FOR EARLY CHILDHOOD
MEMBER FOR ADELAIDE**

**STEVE GEORGANAS
LABOR CANDIDATE FOR HINDMARSH**

LABOR COMMITS TO FLOOD MITIGATION FOR BROWN HILL & KESWICK CREEKS

A Shorten Labor Government will deliver on flood mitigation for residents and businesses in the Brown Hill and Keswick Creek catchment.

Labor will support construction of flood protection for local areas affected by flooding from Brown Hill and Keswick.

It is estimated that a major flood of these creeks would cause up to \$122 million in direct damage and affect over 2,000 homes. Labor's commitment will help prevent future damage, saving money and residents' houses.

A major flood could also impact Adelaide Airport and important public infrastructure including road and rail transport across the catchment.

This makes the flood works essential going into the future, as they will prevent further costly flood damage in the long run.

The planned flood works will include:

- South Parklands and Glenside detention basins.
- Lower and mid Brown Hill Creek upgrades.
- Flow diversions from Keswick to Brown Hill Creek.
- Ridge park detention basin.
- Diversion culvert at Goodwood railway junction.
- Glen Osmond Creek upgrade works.
- Mount Osmond interchange dam modification.
- Upgrade of upper Brown Hill Creek.

Local Government has proposed this plan, including a three-way funding split between federal, state and local governments.

The South Australian Government is supportive of resolving the longstanding issue and is currently considering the plan through the Stormwater Management Authority.

The total cost of these works is \$140 million and Federal Labor's commitment delivers on around a third of that, \$44million, over the 20 year life of the project.

"It's absolutely essential that residents are protected from dangerous and damaging floods that can cause heartache and huge economic damage," Member for Adelaide Kate Ellis said today.

"This investment will help avoid costly damage to thousands of homes in the region, as well as important public infrastructure."

"I've been a strong supporter of this essential project and it's great to see Labor backing it," said Steve Georganas, Candidate for Hindmarsh.

"I have lived in the Hindmarsh electorate my entire life, and I know many of its residents are concerned about the effects of a flood on their homes and businesses.

"In addition to protecting homes and businesses, flood mitigation work will also provide a boost for local jobs throughout the duration of the work, supporting the South Australian economy."

DATE: SATURDAY, 18 JUNE, 2016

LABOR CAMPAIGN MEDIA CONTACT

Email: media@chg.alp.org.au

The Hon John Rau MP

10531232

5 July 2016

Mr Peter Tsokas
Chief Executive Officer
City of Unley
PO Box 1
UNLEY SA 5061



**Government
of South Australia**

Deputy Premier
Attorney-General
Minister for Justice Reform
Minister for Planning
Minister for Industrial Relations
Minister for Child Protection
Reform
Minister for the Public Sector
Minister for Consumer and
Business Services
Minister for the City of
Adelaide
45 Pirie Street
ADELAIDE SA 5000
GPO Box 464
Adelaide SA 5001
Tel 08 8207 1723
Fax 08 8207 1736

Dear Mr Tsokas

Council Representation on the Inner Metropolitan Development Assessment Committee

I am pleased to formally advise you that I have now appointed the Inner Metropolitan Development Assessment Committee (the Committee) for a two year period commencing 1 July 2016 and concluding on 30 June 2018. I have attached the full list of the Committee for your information.

The Committee will be considering all development of five storeys or more in the rezoned areas. However, each Council representative will only be required to attend Committee meetings where a project within their representative Council is under consideration.

These appointments are subject to the member being an independent member of City of Unley's Development Assessment Panel during this time.

I have advised the successful candidates by separate letter. I would be grateful if you could please inform the unsuccessful candidates of this decision.

Ms Cathryn Longdon, DAC Committee Coordinator, will be in contact with the successful candidates in the near future to make any necessary arrangements. Should you have any questions, please contact Ms Longdon cathryn.longdon2@sa.gov.au for assistance.

Yours sincerely

John Rau
Deputy Premier
Minister for Planning

Subject -	State Government	
Priority/Stream		
Application No.		
Doc. No.	12 JUL 2016	Class.
For Info/Action	C. Longdon	

Members of the Inner Metropolitan Development Assessment Committee

City of Prospect

Mr David Cooke - Member

Mr Simon Weidenhofer - Proxy

City of Adelaide

Mr John Hodgson - Member

Mr Ruan Perera – Proxy

City of West Torrens

Mr Wayne Stokes – Member

Ms Colleen Dunn – Proxy

City of Norwood Payneham, St Peters

Mr Terry Mosel – Member

Ms Jenny Newman - Proxy

City of Unley

Mr Brenton Burman – Member

Mr Roger Freeman – Proxy

City of Burnside

Mr Ross Bateup - Member

Mr Bill Chandler – Proxy



Government of South Australia

Department of Planning,
Transport and Infrastructure

In reply please quote 2016/10168/01

Enquiries to Claire Lohmeyer
Telephone 8402 1913

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

Safety and Policy
Programs

77 Grenfell Street
Adelaide SA 5000

GPO Box 1533
Adelaide SA 5001

Telephone: 08 8402 1913
Facsimile: 08 8343 2768

ABN 92 366 288 135

Dear Mayor Lachlan Clyne,

COMMUNITY GRANTS FOR SAFER, GREENER AND MORE ACTIVE TRAVEL

The Department of Planning, Transport and Infrastructure, in partnership with the Motor Accident Commission, is offering grants for groups and organisations to deliver projects that support safer, greener and more active travel choices.

Projects can focus on improving road safety behaviours or getting people to ride, walk, catch public transport and use the car less.

If you have a small scale project we invite you to apply for a Community Grant online at dpti.sa.gov.au/communitygrants

Applications for the next round of Community Grants open on Monday 25 July 2016 and close at 5pm on Sunday 4 September 2016.

If you know of a group or organisation that could benefit from a Community Grant please feel free to share this information with them.

For further information visit dpti.sa.gov.au/communitygrants, e-mail DPTI.CommunityGrants@sa.gov.au or call 8402 1913. Our Partnerships Officers would be pleased to answer any questions you may have about the application process and eligibility criteria.

Yours sincerely,

Margaret Howard
Manager, Safer Travel and Behaviour Change

11 July 2016

Subject:	
Proposed by:	
Application No.	
Doc. No.	
For information	13 JUL 2016



Mr Peter Tsokas
Chief Executive Officer
City of Unley
PO Box 1
Unley SA 5061

Public Health Services

Citi Centre Building
11 Hindmarsh Square
Adelaide SA 5000

PO Box 6
Rundle Mall SA 5000
DX 243

Tel 08 8226 7100

Fax 08 8226 7102

ABN 97 643 356 590

www.health.sa.gov.au

Dear Mr Tsokas

RE: COUNCIL INVOLVEMENT IN SALMONELLA OUTBREAK INVESTIGATION

I would like to sincerely thank your Council for its involvement in the recent *Salmonella* outbreak investigation, the largest food borne disease outbreak in South Australia (SA) for 17 years.

Investigation of the food supply chain was a key line of evidence in identifying the source of the outbreak. This could not have been accomplished as quickly without assistance from your Council's Environmental Health team.

The achievements of your Environmental Health Officers are recognised at the state level, both by SA Health and Primary Industries and Regions SA. Furthermore recognition was received at the national level, from food regulators via the National Food Incident Response Group and food epidemiologists via OzFoodNet.

Involvement in a public health emergency such as a *Salmonella* outbreak requires a significant commitment over and above normal work duties. The success of a state wide outbreak investigation such as this is dependent upon the collective contribution of all Councils involved and I thank you again for your Council's valuable efforts.

Yours sincerely

DR KEVIN BUCKETT
A/CHIEF PUBLIC HEALTH OFFICER
SYSTEM PERFORMANCE AND SERVICE DELIVERY

12/07/2016

cc: Senior Environmental Health Officers

Subject: APPRECIATION CIAL/SAHEALTH	
Priority: 1	
Application no.	
Doc. no.	18 JUL 2016 Class.
ACME	
For info/action	
C GOWARD	

For Official Use Only-I1-A1

MAYOR'S REPORT

TITLE: MAYOR'S REPORT FOR MONTH OF JULY 2016
ITEM NUMBER: 534
DATE OF MEETING: 25 JULY 2016

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The report be received.
-

ATTACHMENT

1. Functions Attended by Mayor during the past month.

CALENDAR OF EVENTS

DATE	FUNCTION
JUNE	
27	<ul style="list-style-type: none"> • MLGG Executive Committee
29	<ul style="list-style-type: none"> • Open Art Show – Kirinari Community School • Rotary Club of Hyde Park Changeover Dinner
30	<ul style="list-style-type: none"> • Unley Libraries 50th Birthday • All staff meeting
JULY	
1	<ul style="list-style-type: none"> • Unley Amateur Swimming Club Presentation Night
4	<ul style="list-style-type: none"> • EM Briefing
5	<ul style="list-style-type: none"> • The City of Mitcham Mayor's Prayer Breakfast • Unley Primary School Performance of Shrek
6	<ul style="list-style-type: none"> • Launch of 36th South Australian Prayer Breakfast 2016
7	<ul style="list-style-type: none"> • Meeting with Deputy Mayor of Le Havre • The Art of Science – Maritime Museum
8	<ul style="list-style-type: none"> • SALA Awards Night
11	<ul style="list-style-type: none"> • EM Briefing
13	<ul style="list-style-type: none"> • Metro Mayors' Luncheon – Tea Tree Gully • MLGG Meeting
15	<ul style="list-style-type: none"> • Bastille Day Celebrations
16	<ul style="list-style-type: none"> • VIP Launch Bruch 50-SixOne
	I will be away from 17 July returning on 14 August

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

DEPUTY MAYOR'S REPORT

TITLE: DEPUTY MAYOR'S REPORT FOR MONTH OF JULY 2016
ITEM NUMBER: 535
DATE OF MEETING: 25 JULY 2016

RECOMMENDATION

MOVED:
SECONDED:

That:

1. The report be received.
-

ATTACHMENT

1. Deputy Mayor's Report.

DEPUTY MAYOR'S REPORT

The main issues discussed with residents this month have been:

- Trees – primarily, the loss of trees to residential development
- Traffic volumes travelling through residential streets
- Parking – specifically in Goodwood and on King William Road

I attended the following meetings/events:

21 June

Brownhill Keswick Creek Stormwater Management Plan – Parliament House

At the invitation of Kate Ellis, I attended this meeting with the Mayor, Lord Mayor of Adelaide, Mayor of Mitcham and Deputy Mayor of West Torrens.

The purpose of the meeting was to outline Federal Labour's promise to provide \$44m in funding towards this project.

24 June

Farewell to M. Jean-Christophe Trentinella, Director of Alliance Française

26 June

Lions Club of Unley Inc – Induction of Officers

I was pleased to attend this function on behalf of the Mayor – to hear more about the work undertaken by Lions Clubs International and specifically, local projects.

Mr Lindsay Nelson is now President, taking over from Mr Frank Salerno.

5 July

Mitcham Mayor's Prayer Breakfast

Several other Unley EMs also attended this event to hear Prof Ian Harper discuss various topics including his work on national competition policy, the delay in the outcome of the Federal Election and the uncertainties relating to Brexit.

6 July

Goodwood Road Design Update

I accepted Oliver Pfueller's invitation for an explanation of the various aspects of the design in detail. It was very beneficial and I am grateful to Oliver for his time.

7 July

Meeting with the Deputy Mayor of Le Havre, M. Luc Lemonnier, and Mme. Fiona Paladini.

At the invitation of the Mayor, I attended a meeting with M. Lemonnier and Mme. Paladini who are visiting Adelaide for the launch of the Lesueur Exhibition, "Baudin's Voyagers" at the Maritime Museum. Also attending were M Crémière, Director of the Museum of Le Havre and Mme. Blanchard from Crèative France.

They were keen to meet the Mayor as they are aware of our relationship with Alliance Française and Crèative France.

23 July

Australian National Commemorative Service at Pozières

While holidaying in France, I will attend this Service in a private capacity.

REPORTS OF MEMBERS

TITLE: REPORTS OF MEMBERS
ITEM NUMBER: 536
DATE OF MEETING: 25 JULY 2016

Council to note the attached reports from Members

1. Councillor Palmer
2. Councillor Schnell
3. Councillor Hughes

(a) Items of particular interest, concern or urgency

.

REPORTS OF MEMBERS

TITLE

REPORT FROM COUNCILLOR PALMER

(a) Items of particular interest, concern or urgency

Nil

(b) Functions Attended

These functions/events are in excess of those I would normally attend.

26 th June	Mayors table at Sturt FC luncheon followed by Sturt v Norwood.
29 th June	Lunch with GM Bergius Check Fig Tree at Goodwood Oval with Lee Anderson
30 th June	All Staff meeting in Town Hall
5 th July	Mitcham Mayor's Prayer Breakfast
6 th July	Coffee with Steve Lacy from Leading Teams at La Scala Met with residents of Mills St Clarence Park and Satyen Gandhi
8 th July	Inspect tree felling under Section 54 in Frederick Street Clarence Park
9 th July	Met with Mayor, David Pisoni and residents in Lyons Street, Forestville
17 th July	Attended memorial for the people of Nice, France at the Soldiers Memorial Gardens.

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, Ward and Briefing sessions, discussions with staff and community events.

At all events attended, any expense incurred was funded by myself.

Friday 24 June

Attended a farewell for Monsieur Jean-Christophe Trentinella, Director of Alliance Française d'Adelaide.

Witnessed the signing of a Memorandum of Understanding (MOU), between the City of Unley and Alliance Française. Given my request and the support by other Councillors, the MOU had been modified to remove reference to creating a Sister City in France. Unley simply cannot afford the expense of creating and maintaining Sister City relationships.

Sunday 26 June

Attended the Lions Club of Unley luncheon for the 55th installation of club officers held at Koppamurra Wines on Unley Road.

Good company, an excellent lunch and enjoyment in sampling the local wines.

Lunch drifted on into the afternoon.

Friday 01 July

I was disappointed to hear that I was not appointed to the Dog & Cat Management Board. The Minister for Sustainability, Environment & Conservation re-appointed Cr Janet Loveday (elected member of Adelaide Hills Council). Maybe next time ;)
Incredible just how long it takes for the wheels of bureaucracy to turn (to make a decision).

Friday 01 July

Attended the Unley Swimming Club Annual Trophy Night & AGM. A great night to reward the achievements of these young aquatic athletes. This year was a different format and venue which worked well. I was impressed by their financial report and their achievement over the past year.

Represented the Mayor (a late apology) and myself.

Thursday 07 July

Received a proposal from Goodwood Primary School about widening the footpath on the western side of Goodwood Road (in front of the school). Despite its receipt after endorsement of our 16/17 budget, I am optimistic that this matter can be progressed. The School Council had progressed the matter as an initiative after it learnt that the State Education Department (DECD) refused to provide its share of funding.

This proposal is now in the hands of the Council Administration.
I remain optimistic that there will be a positive outcome.

Friday 08 July

Lunch with members of the Chinese community.

Wednesday 13 July

Meeting with residents in Forestville. Discussed street trees and the redevelopment of Leader Street.

For more detailed information about my monthly activities, visit my website

<http://bobschnell.blogspot.com.au/>

REPORTS OF MEMBERS

TITLE: JULY 2016

REPORT FROM COUNCILLOR
PETER HUGHES

(a) Items of particular interest, concern or urgency

June 29th – Accepted an invitation to meet with 15 dog owners at 5.30pm at Scammell Reserve, Fisher St, adjacent the Fullarton Lutheran Homes. The reserve is an off leash park from 5.00pm. It was very cold, but the vibe was warm. Owners are very appreciative of Scammell Res and its facilities that include children's playground, tennis courts, BBQ, very well used Guide and Scout Halls and it is also on the Glen Osmond Creek walking trail across Unley. The dog owners had several **basic** requests:

- Paving around a drink fountain that was constantly muddied.
- Replacement of blown globes.
- Closing a gap in the perimeter fence through which dogs had escaped onto Fisher St
- Repairs to the toilet door mechanism so that it is operable until 8pm and weekends.

They had some other very **sensible** requests too:

- Two lengths of fencing to prevent dogs from disrupting the activities of many other users (as mentioned above).
- Additional (solar powered) lighting to assist night time dog activity.
- Additional lighting in the car park for personal safety reasons.

No one raised the need to bring forward the off leash hours.

July 16th – Attended Elizabeth Oval as guest of the Mayor of Playford to watch the Centrals v Sturt match. Their Council has a reserved section in the grandstand and their own function space to host guests.

July 18th – Attended the Myrtle Bank Neighbourhood Watch quarterly meeting. Members are facing up to the challenges of recruiting volunteers and a SAPOL time of further change. The crime report for May/June included 4 x Theft, 4 x Motor vehicle Crime, 3 x Serious Criminal Trespass, 1 x Indecent Behaviour.

(b) Functions Attended

June 30th – Attended the Council staff end of year reporting by General Managers and CEO. An excellent opportunity for short presentations on the achievements and highlights of the year with some exploration of the year ahead.

July 8th – Attended the SALA Awards Presentation at which Unley's Active Ageing Award was presented by our Mayor to Sheila Whittam.

ITEM 537**NOTICE OF MOTION FROM COUNCILLOR PALMER RE TRAFFIC CONCERNS
MILLS STREET CLARENCE PARK**

Councillor Palmer has given notice of intention to move the following motion at the Council meeting to be held on 25 July 2016:

Community engagement on traffic concerns in Mills Street, Clarence Park**Background**

Two residents in Mills Street, Clarence Park have expressed concerns with traffic flow in their street, both frequency and speed. They are concerned that the existing traffic controls in this street are not effective in reducing volume or speed. Admin have undertaken traffic counts. The residents have spoken in separate meetings with the two elected members for Clarence Park, with our CEO and Manager Transport & Traffic, and finally with the elected members and our Manager Transport & Traffic.

The request is not to alter the number of or location of traffic control devices but to simply change the existing ones.

At the last meeting there was general agreement that an LATM is not needed in this district. In lieu of waiting for one it was felt that to seek the input of all residents in that street to changing the style of traffic control device. Given there is to be no change contemplated in the number of or location of devices it is considered that we only need to consult with the residents of Mills Street.

The motion on notice proposed then is:

That:

1. The Mills Street traffic concerns raised by residents are noted.
2. Community engagement be undertaken with Mills Street residents, to understand their views towards the amendments to existing traffic control devices at Mills Street, Clarence Park.
3. A report on the outcome of the community engagement be presented to Council.

OFFICER'S COMMENTS

Mills Street carries between 1535 and 2073 vehicles per day on average, with speeds of 41 km/hr based on the latest data collected in 2016. The traffic conditions are within the parameters of the expected functionality of the road. Currently Mills Street has two types of traffic devices; angled slow points and flat

top road humps. The proposal to change the existing type of devices may offer an opportunity to provide a uniform type treatment along street.

Without a formal Council motion to change the LATM Priority Plan, this area is due to have an LATM Study undertaken in 2018/19.

The proposal is an unfunded initiative. Should Council support the motion, the proposal will involve preparation of concept designs of traffic control devices, community engagement (and associated works) and a report back to Council on the matter. The design work and engagement for Mills Street can be undertaken within the existing budget resources, and can be scheduled as a project commencing in November 2016.

Please note the speeds mentioned in Officers Comments are 85thile Speeds, which *is a speed at or below which 85% of all vehicles are observed to travel under free flowing conditions past a nominated point.*

ITEM 538

NOTICE OF MOTION FROM COUNCILLOR HEWITSON RE GREENING

Councillor Hewitson has given notice of intention to move the following motion at the Council meeting to be held on 25 July 2016:

That

- 1. Council seek a report on gaining professional advice to inform the Unley DPA. The report would advise on the ability to set targets for tree canopy and/or green cover and outline ambitious targets that could be set.**

Reason.

When Unley Central is developed it may be hot and dry and too late! We need to set rules to be achieved and not just aspirational words.

Unley Council could ensure that Unley Central DPA planning rules seek to achieve an overall green cover of tree shade or grass and gardens be at Least 25%. State Government may require more..... But a start needs to be made. The motion allows for the inclusion of green roofs, walls and shady trees etc...

We as a Council can clearly state what we want to achieve, like we did with the 2 metre and 30 degree rules to ensure winter sunlight for four hours for all. We can again set the planning rules and ask the State Government to approve these. At the meeting we were told the State is working towards a 30% green cover as policy..... we may if we ask be able to ensure Unley Central is COOL, GREEN AND SUNLIT.

OFFICER'S COMMENTS

The earliest a report could be provided back to Council on 'gaining professional advice' would be for the August meeting, and if Council then decided it wanted to engage an appropriate professional to advise on green infrastructure provision in the area, a further two months would be required to procure an appropriate person and obtain such a report. The draft DPA would then potentially have to be modified and approved by Council. That would delay the DPA project by at least four months, and it would be necessary to seek approval from the Minister to do so.

Development Plan policy objectives and principles (from the SA Planning Policy Library module) currently promote green infrastructure, but it is acknowledged they lack legal rigor and force. Previous endeavours by Council to improve and sharpen the existing module policy have not been accepted by the State. Efforts to have developers incorporate green features into their developments have also been largely unsuccessful.

A quantifiable measure against a set target for attainment of policy intent would seem favourable. However, for legal and practical purposes, any quantitative

requirement would need to be readily and clearly definable and easily measurable. Contribution would come from a range of components, both in public and private realms, and vary for different areas relative to their make-up. The clarity and measurement could be complex given the range of components to greening and variety of circumstances, eg existing or future potential canopy/plant area, vertical versus horizontal areas, different surfaces versus plants etc. And critically for the development process, the contribution from private sites would need to be quantified separate from public areas, where Council controls and manages the greening.

It is noteworthy in the State Government's *Draft 30 Year Plan for Greater Adelaide Update 2016* a target is proposed for an average of 30% tree canopy across the urban area. Logically improved development policy in the forthcoming new Planning and Design Code for private development should follow to support this target. This would be an appropriate avenue for Council to pursue such policy, which it could aid by necessary further comprehensive local research and policy contribution if desired.

It may also be unwise to focus on just one component of sustainability in relation to new development in the Unley Central area. Impacts from the operation of medium and high rise buildings are many and varied, and so are possible mitigating solutions.

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION FOR ITEM 540 -
BROWN HILL KESWICK CREEK

ITEM NUMBER: 539

DATE OF MEETING: 25 JULY 2016

AUTHOR: CAROL GOWLAND

JOB TITLE: EXECUTIVE ASSISTANT TO CEO & MAYOR

PURPOSE

To recommend that Item 540 be considered in confidence at the 25 July 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:

Ms M Berghuis, Acting Chief Executive Officer
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, Group Manager Business Support and Improvement
Ms C Gowland, Executive Assistant to CEO and Mayor

on the basis that it will receive and consider the report and attachments 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.

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION TO REMAIN IN
CONFIDENCE ITEM 540 – BROWN HILL
KESWICK CREEK

ITEM NUMBER: 541

DATE OF MEETING: 25 JULY 2016

AUTHOR: CAROL GOWLAND

JOB TITLE: EXECUTIVE ASSISTANT TO THE CEO &
MAYOR

PURPOSE

To recommend that the Minutes, Report and Attachment to Item 540 remain in confidence at the 25 July 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

- ☒ Minutes
- ☒ Report
- ☒ Attachment

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 Minutes, Report and Attachment be kept confidential until the item is revoked by the Chief Executive Officer or the documents are tabled in Parliament.