

# Council Meeting Minutes

**5 November 2018**

## **Our Vision**

*A City which values its heritage, cultural diversity,  
sense of place and natural environment.*

*A progressive City which is prosperous, sustainable  
and socially cohesive, with a strong community spirit.*

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City of  
Norwood  
Payneham  
& St Peters

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**VENUE** Council Chambers, Norwood Town Hall

**HOUR** 7.00pm

**PRESENT**

**Council Members** Mayor Robert Bria  
Cr Lucy Marcuccitti  
Cr Christel Mex  
Cr Connie Granozio  
Cr Kevin Shepherdson  
Cr Mike Stock  
Cr Carlo Dottore  
Cr Kevin Duke  
Cr Evonne Moore  
Cr John Frogley  
Cr Garry Knoblauch  
Cr Sue Whittington  
Cr Paul Wormald

**Staff** Mario Barone (Chief Executive Officer)  
Peter Perilli (General Manager, Urban Services)  
Carlos Buzzetti (General Manager, Urban Planning & Environment)  
Lisa Mara (General Manager, Governance & Community Affairs)  
Sharon Perkins (General Manager, Corporate Services)  
Eleanor Walters (Manager, Urban Planning & Sustainability)  
Rosanna Busolin (Manager, Community Services)  
Andrew Alderson (Financial Services Manager)  
Tina Zullo (Administration Officer, Governance & Community Affairs)

**APOLOGIES** Cr John Minney

**ABSENT** Nil

**1. KAURNA ACKNOWLEDGEMENT**

**2. OPENING PRAYER**

The Opening Prayer was read by Cr Paul Wormald.

**3. CONFIRMATION OF THE MINUTES OF THE COUNCIL MEETING HELD ON 2 OCTOBER 2018**

*Cr Knoblauch moved that the minutes of the Council meeting held on 2 October 2018 be taken as read and confirmed. Seconded by Cr Duke and carried unanimously.*

**4. MAYOR'S COMMUNICATION**

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Tuesday, 2 October	• Presided over a Council Meeting, Council Chamber, Norwood Town Hall.
Friday, 5 October	• Attended the Elected Members 'End of Term' Dinner, Bath Hotel, Norwood.
Sunday, 14 October	• Attended the procession and Mass to celebrate Maria della Grazie di Panduri Feast Day, Our Lady Queen of Peace Church, Payneham.
Sunday, 14 October	• Attended 'Fashion on Parade', The Parade, Norwood.

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Monday, 22 October	<ul style="list-style-type: none"><li>• Presided over a St Peters Child Care Centre &amp; Pre-School Committee meeting, St Peters Child Care Centre &amp; Pre-School, Stepney.</li></ul>
Monday, 22 October	<ul style="list-style-type: none"><li>• Attended a meeting of the Audit Committee, Mayor's Parlour, Norwood Town Hall.</li></ul>
Tuesday, 23 October	<ul style="list-style-type: none"><li>• Radio interview with Spence Denny, ABC Radio 891.</li></ul>
Tuesday, 23 October	<ul style="list-style-type: none"><li>• Pre-recorded radio interview with 5aa.</li></ul>
Thursday, 25 October	<ul style="list-style-type: none"><li>• Attended a Mary MacKillop College Year 12 Mass, St Ignatius Church, Norwood.</li></ul>
Thursday, 25 October	<ul style="list-style-type: none"><li>• Attended the Local Government Association of South Australia Annual General Meeting Dinner, Entertainment Centre, Hindmarsh.</li></ul>
Friday, 26 October	<ul style="list-style-type: none"><li>• Attended the Local Government Association of South Australia Annual General Meeting, Adelaide Entertainment Centre, Hindmarsh.</li></ul>
Saturday, 27 October	<ul style="list-style-type: none"><li>• Attended the Fogular Furlan Club's 40<sup>th</sup> Anniversary dinner, Fogular Furlan Club, Felixstow.</li></ul>
Sunday, 28 October	<ul style="list-style-type: none"><li>• Attended the 40<sup>th</sup> Anniversary of the Russian Community Centre, Russia House, Norwood.</li></ul>

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## 5. DELEGATES COMMUNICATION

- Cr Knoblauch advised that on Monday 29 October 2018, he attended the Marden Senior College Governing Council's monthly meeting.
- Cr Whittington advised that on Wednesday 24 October 2018, she attended and chaired the Eastern Health Authority Board meeting.
- Cr Marcuccitti advised that on Wednesday 3 October 2018, she attended on behalf of Mayor Bria, the Co-ordinating Italian Committee Inc's *La Nostra Festa* at the San Giorgio La Molara Club, Payneham, to honour the important role in the community of both Volunteers and the elderly.

## 6. QUESTIONS WITHOUT NOTICE

Nil

## 7. QUESTIONS WITH NOTICE

Nil

## 8. DEPUTATIONS

Nil

## 9. PETITIONS

Nil

## 10. WRITTEN NOTICES OF MOTION

**10.1 NEW MAJOR MEMORIAL TO DON DUNSTAN IN OUR CITY – SUBMITTED BY  
CR PAUL WORMALD**

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**NOTICE OF MOTION:** New Major Memorial to Don Dunstan in our City  
**SUBMITTED BY:** Cr Paul Wormald  
**FILE REFERENCE:** S.00232  
**ATTACHMENTS:** Nil

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Pursuant to Regulation 12(1) of the Local Government (Procedures at Meetings) Regulations 2013, the following Notice of Motion has been submitted by Cr Paul Wormald.

**NOTICE OF MOTION**

That staff prepare a report for the new Council identifying options for the creation of a new major Memorial to Don Dunstan in our City.

**REASONS IN SUPPORT OF MOTION**

Looking back over the past forty years I have lived and worked in this City, if there is one citizen who has had a major impact on the development of our community over that time it is Don Dunstan; as a long-time resident; local State MP and State Premier who was a local, State and national social reformer who created a major national reputation, which has endured.

The most striking thing now is how much he was the pathfinder arguing and acting in the State Government to lay down the foundation of this South Australia of ours as a modern, multi-cultural, creative, liveable democratic State.

Currently we give minor recognition to this great local figure within our community with a plaque on The Parade footpath and little else physically within this City. Yet his electorate throughout his career was largely the same as the community footprint of our City and in recognition of this, has in recent years been re-named in his honour. However, such electorate names are often short-lived and more is needed.

I believe that the new Council as the government of this local community, should investigate options, perhaps in conjunction with other partners such as the Don Dunstan Foundation, to organise a major sculpture or other noteworthy physical memorial in a suitable location, to Don, who as a reforming MP, made a major contribution to establishing the social framework for modern South Australia.

**STAFF COMMENT**

A report as requested can be prepared.

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*Cr Wormald moved:*

*That staff prepare a report for the new Council identifying options for the creation of a new major Memorial to Don Dunstan in our City.*

*Seconded by Cr Mex and lost.*

**10.2 WASTE MANAGEMENT AND RECYCLING SERVICES PROVIDED IN THIS CITY – SUBMITTED BY CR PAUL WORMALD**

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**NOTICE OF MOTION:** Waste Management and Recycling Services Provided in this City  
**SUBMITTED BY:** Cr Paul Wormald  
**FILE REFERENCE:** S.00232 S.00143 S.00121  
**ATTACHMENTS:** Nil

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Pursuant to Regulation 12(1) of the Local Government (Procedures at Meetings) Regulations 2013, the following Notice of Motion has been submitted by Cr Paul Wormald.

**NOTICE OF MOTION**

That staff prepare a report for the new Council identifying all its current waste management programs and actions it has taken to minimise waste to landfill and maximise recycling and re-use, particularly of plastics and oil products in this City.

**REASONS IN SUPPORT OF MOTION**

A common complaint to me over the past year, perhaps in response to the recent 'War on Waste' ABC Program, has been that the Council is not doing enough to encourage reductions in waste in our City and development of new and innovative programs for waste recycling and re-use.

As an initiator and strong supporter of Council's efforts in this area of its responsibility over the past 30 years, I am sympathetic to this criticism. I believe that a major review by the new Council of its efforts in these areas has strong support in our community and development of new innovative initiatives in this area of its activity should be a major priority of the new Council.

**STAFF COMMENT**

A report as requested can be prepared.

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*Cr Wormald moved:*

*That staff prepare a report for the new Council identifying all its current waste management programs and actions it has taken to minimise waste to landfill and maximise recycling and re-use, particularly of plastics and oil products in this City.*

*Seconded by Cr Marcuccitti.*

Amendment

*Cr Frogley moved:*

*That staff prepare a report for the new Council identifying all its current waste management programs and potential further actions it can take, to minimise waste to landfill and maximise recycling and re-use, particularly of plastics and oil products in this City.*

*Seconded by Cr Mex.*

*The amendment was put and carried and on becoming the motion was again put and carried.*

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**10.3 COUNCIL SWIMMING CENTRES – POPSICOOL ICE BLOCKS – SUBMITTED BY  
CR PAUL WORMALD**

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**NOTICE OF MOTION:** Council Swimming Centres – Popsicool Ice Blocks  
**SUBMITTED BY:** Cr Paul Wormald  
**FILE REFERENCE:** S.00232 S.01461  
**ATTACHMENTS:** Nil

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Pursuant to Regulation 12(1) of the Local Government (Procedures at Meetings) Regulations 2013, the following Notice of Motion has been submitted by Cr Paul Wormald.

**NOTICE OF MOTION**

That the new Council investigate options to maintain the supply of locally-produced popsicool ice blocks at the two (2) Council Swimming Centres.

**REASONS IN SUPPORT OF MOTION**

In early October the Trinity Gardens-based maker of Popsicool natural iceblocks emailed Councillors to advise them that he had been advised that his locally made healthy fruit-based ice blocks after successfully selling at our two local pools in summer 2017-2018 may no longer be stocked there due to demands for exclusive stocking rights by either of the large multinational owned ice cream brands Peters or Streets.

If this is the case this would seem an issue requiring urgent investigation by our new Council to see how it can best support this small local manufacturer of healthy and refreshing swimming pool treats!

**STAFF COMMENT**

The Council has a Procurement Policy which is based on a number of key principles, which underpin the various procurement activities which are undertaken by the Council.

Through its Procurement Policy, the Council is committed to maximising the positive impact of its activities for the benefit of the local community, its economy and the environment. Where all other considerations are equal, the Council may give preference to a local supplier, to ensure local employment opportunities, economic stability and/or growth.

Where the Council's and the community's needs are met, the Council's current practice is to support businesses which are located in the City of Norwood Payneham & St Peters or South Australia.

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*Cr Wormald moved:*

*That the new Council investigate options to maintain the supply of locally-produced popsicool ice blocks at the two (2) Council Swimming Centres.*

*The motion lapsed for want of a seconder.*

**11. STAFF REPORTS**



## **Section 1 – Strategy & Policy**

### **Reports**

## 11.1 STATE PLANNING COMMISSION DISCUSSION PAPERS – INTEGRATED MOVEMENT SYSTEMS AND NATURAL RESOURCES AND ENVIRONMENT

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**REPORT AUTHOR:** Manager, Urban Planning & Sustainability  
**GENERAL MANAGER:** General Manager, Urban Planning & Environment  
**CONTACT NUMBER:** 8366 4521  
**FILE REFERENCE:** S/04363  
**ATTACHMENTS:** A - D

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### PURPOSE OF REPORT

The purpose of this report is to seek the Council's endorsement of a submission which has been prepared in response to the State Planning Commission's consultation release of two Policy Discussion Papers – *Integrated Movement Systems* and *Natural Resources and Environment*.

### BACKGROUND

The *Planning, Development and Infrastructure Act 2016 (PDI Act 2016)*, was assented to by Parliament in April 2016. The Act comprises wholesale reform of the planning system, the elements of which are being progressively developed and implemented by the State Government over the next 18 months. The Department of Planning, Transport and Infrastructure's (DPTI's) calendar of reforms is contained in **Attachment A**.

In July 2018, the State Planning Commission (the Commission) released the suite of draft State Planning Policies, which set out the State's overarching objectives and principles of the new planning system. As Elected Members will recall, the Council made a detailed submission on the State Planning Policies (SPPs) in September 2018. Despite consultation on the SPPs now having concluded, a series of five (5) Discussion Papers are being prepared to assist in a more detailed understanding of how the SPPs are to be interpreted and how they will be used to inform the drafting of the Planning and Design Code.

The Planning and Design Code is one of the most significant components of the new planning system and will replace Development Plans for all Councils in South Australia. When the Code comes into effect on 1 July 2020, it will set the rules that guide new development. An announcement of the details, responsibilities and process for preparing the Planning and Design Code, has been deferred by the Department of Planning, Transport and Infrastructure (DPTI) until after the Local Government elections in November 2018.

The Act establishes that the Commission is responsible for preparing and maintaining the Planning and Design Code, however it is expected that the announcement which will be made in November will articulate how involved Local Government will be in this process.

The five-part series of Discussion Papers referred to above, focus on various urban planning matters. The Discussion Papers are designed to be read collectively to provide a better understanding of the policy direction being taken for the Planning and Design Code and how this relates to the SPPs. The Discussion Papers include:

1. Integrated Movement Systems – consultation closes on 3 December 2018.
2. Natural Resources and Environment – consultation closes on 3 December 2018.
3. People and Neighbourhoods – estimated release in mid November 2018.
4. Productive Economy – estimated release in November 2018.
5. Design in the Planning System – estimated release in November 2018.

Unfortunately, the collective analysis of the Discussion Papers as a whole cannot be undertaken, as only two of the Discussion Papers have been released for consultation to date. The Council has raised in previous submissions on the planning reforms that it is very difficult to provide meaningful comment on isolated pieces of the system without understanding the scope, interpretation, application and spatial distribution of the other elements of the planning system that have yet to be drafted or released for comment.

The policy themes of the two released Discussion Papers are as follows:

Integrated Movement Systems:

- Theme 1: Aligning South Australia's growth with transport infrastructure;
- Theme 2: Capitalising on strategic transport infrastructure (including corridors and facilities); and
- Theme 3: Sustainable mobility, car parking and the impact of technology

Natural Resources and Environment:

- Theme 1: Sustainable and Liveable Urban Environments
- Theme 2: Water Security and Quality
- Theme 3: Biodiversity
- Theme 4: Coastal Environments
- Theme 5: Natural Hazards
- Theme 6: Environment Protection and Environment Health

The Commission has also released a Background Paper on each of the Discussion Papers, detailing the investigations and analysis undertaken to inform the recommended policy directions contained in the Policy Discussion Papers.

The Discussion Papers and Background Papers are contained in **Attachments B** and **C**.

## **RELEVANT STRATEGIC DIRECTIONS & POLICIES**

Several of the themes listed in the Discussion Papers broadly support various aspects of the Outcomes sought by the Council's Strategic Management Plan, *CityPlan 2030* - Social Equity, Cultural Vitality, Economic Prosperity and Environmental Sustainability.

However, the consistency or conflict with Council's strategic objectives will only be apparent once the detail of the Planning and Design Code and other aspects of the PDI Act implementation are known.

## **FINANCIAL AND BUDGET IMPLICATIONS**

The drafting, public consultation and review of the Discussion Papers is being conducted by DPTI, prior to writing the Planning and Design Code. There are no immediate financial or budget implications for the Council resulting from this process.

A detailed implementation plan for the preparation of the Planning and Design Code, has not been released by the Department. As such, the expected role for local government and any budget implications is unknown.

## **EXTERNAL ECONOMIC IMPLICATIONS**

The two released Discussion Papers focus on enhanced transport and movement networks, underpinning economic growth in the State and the need for management of environmental implications.

## **SOCIAL ISSUES**

The *Integrated Movement Systems Discussion Paper* seeks to provide a positive impact on the social environment. The Paper seeks to drive increased public transport access which could result in improved social outcomes for the community.

The socially oriented aspirations of the draft State Planning Policies, including healthy, walkable and accessible neighbourhoods, are expanded upon in this Discussion Paper.

## **CULTURAL ISSUES**

Not Applicable.

## ENVIRONMENTAL ISSUES

The *Natural Resources and Environment Discussion Paper* expands upon the draft State Planning Policy themes of biodiversity, climate change, coastal environment, water security and quality, natural hazards and emissions and hazardous activities.

The *Integrated Movement Systems Discussion Paper* seeks to reduce environmental footprint through transport efficiency and a compact (more dense) urban footprint.

## RESOURCE ISSUES

The release of concurrent planning reform documents including the Discussion Papers is consuming staff resources, as staff move from an environment of preparing Council-initiated Development Plan Amendments, to providing input and advocacy on important local planning issues as part of the implementation of the new planning system.

## RISK MANAGEMENT

The risk, likelihood and consequences resulting from these Discussion Papers are difficult to determine, as the Discussion Papers do not contain specific development policies, instead providing more general proposals and high-level directions. The paper is an expression of the Commission's current intentions for the planning system, which will be refined over the next 18 months.

The policy consequences arising from any risks may be moderate or may be far ranging. However, this cannot be ascertained until the Planning and Design Code is drafted.

## CONSULTATION

- **Elected Members**  
Not Applicable.
- **Community**  
The Council has been invited to prepare a written submission on the Discussion Papers, which comprise proposals for the overall direction for the Planning and Design Code (as it relates to transport and environmental policies). The Code itself will be released in three phases, commencing in February 2019.
- **Staff**  
General Manager, Urban Planning & Environment  
Senior Urban Planner
- **Other Agencies**  
Resilient East, the Regional Climate Change Adaptation Steering Committee, is making a submission on the Discussion Papers.

## DISCUSSION

The Commission has released for consultation two Policy Discussion Papers – *Integrated Movement Systems* and *Natural Resources and Environment*.

The *Integrated Movement System Discussion Paper* outlines the Commission's intentions for transport-related development policies, and how they will relate to the future Planning and Design Code.

The *Natural Resources and Environment Discussion Paper* outlines the Commission's policy directions in translating the State Planning Policies relating to natural resources and the environment.

Following a review of both Discussion Papers, it is intended that a Council submission is made on the questions posed in both of the papers, which will be discussed separately in this report.

## INTEGRATED MOVEMENT SYSTEMS DISCUSSION PAPER

The Discussion Paper describes its purpose with the following statement:

*"This paper focuses on the key issues and opportunities associated with managing the interfaces between South Australia's transport systems and surrounding land uses as we move into our new planning system. In particular, it focuses on the role the planning system can play in achieving optimal land use and development outcomes that complement and support the function of all transport modes, particularly given the rapid technological advancements and our rising urbanisation."*

The Discussion Paper is centred on three themes, namely:

- Theme 1: Aligning South Australia's growth with transport infrastructure;
- Theme 2: Capitalising on strategic transport infrastructure (including corridors and facilities); and
- Theme 3: Sustainable mobility, car parking and the impact of technology

In discussing these themes, the Paper recognises some broader trends relating to transport and society as a whole. These include changing development patterns in Adelaide (such as infill development), transport technology (eg. driverless vehicles) and consumer preferences (such as increased car ownership rates). Other factors relating to freight transport (an important factor in the State's economy) and carparking pressures are also given attention. The role of public transport is noted, along with other modes of transport such as walking and cycling. At a strategic level, this aligns well to Council's *CityPlan 2030* objectives for increased accessibility, active transport and a supported local economy.

The Discussion Paper poses questions which take a range of perspectives. Some questions are abstract and philosophical, while others are more specific and direct. At times, the Paper puts forward triggers and levers that go beyond the scope of the urban planning system. In some cases, the narrative does not go into sufficient detail about the complexity of urban settlement, it poses a potential reduction in the requirement for applicants to provide on-site carparking and talks about changes in human behaviour, but does not explicitly say this must be coupled with an increased investment in public transport infrastructure.

These themes are discussed with a view to implementation through the Planning and Design Code. Each theme is presented with discussion of the opportunities and challenges, a proposed policy direction alongside the proposed timing of implementing the policy direction. The papers identify some responses as 'transition ready' meaning they will be delivered in the first edition of the Code. Where the issue is more complex and requires further research, analysis and drafting in collaboration with all stakeholders, the Discussion Paper indicates the implementation will be deferred to a future version of the Code. It should be noted that future versions of the Code are able to be undertaken by the Council, Minister, Joint Planning Board or by a 'person who has an interest in the land' (with the approval of the Minister – section 73(2)(vii) PDI Act).

The Commission's Discussion Papers avoid presentation of explicit development policies at this stage of the process. Rather, the Papers could be seen as a suite of broad policy directions that will be refined progressively over the coming months and years, into the suite of Planning and Design Code policies.

### Initial Policy Changes

The following are examples of policy that is described in the *Integrated Movement Systems Discussion Paper* as being 'transition ready':

- 1A. *Transition zones that promote improved integration of land use with major transport corridors (for example: Urban Corridor Zone, Residential High Density Zones and Mixed Use Zones)*
- 2E. *Work with DPTI Transport to review, transition and map road widening provisions and investigate whether they can be incorporated as an overlay or similar in the Code.*
- 3A. *Transition the SAPPL off-street bicycle parking and the end-of-trip facilities (such as showers, changing facilities and clothes storage)*

3D. *Rationalise and transition existing car parking rate policies which allow for variation to prescribe minimum parking rates for development proposals which satisfy specific design and transport options criteria.*

(Abbreviations: SAPPL – South Australian Planning Policy Library – a voluntary suite of model planning policies which has been available since 2011 for Councils to adopt, at their discretion, when undertaking amendments to the Development Plan).

Several aspects of the policy directions, outlined above as ready for the first version of the Planning and Design Code, are likely to be relatively inconsequential, reflecting a policy 'tidy up' or minor refinements of policy that is already substantially in place in many Development Plans. Other aspects however, such as the rationalising of carparking rates, represent change from the policy that currently exists in the Norwood Payneham & St Peters Development Plan and should therefore be unsupported in the absence of demonstrated rationale, research, collaboration with Council staff and other affected parties and community engagement support.

The implementation of the Planning and Design Code, in its first iteration (Generation 1) has been generally described by DPTI, as being a process of 'like-for-like' policy replacement. In practice, this will not be achievable, due to the multiple effects of new assessment pathways, land use definitions, changed notification categories, reduced appeal opportunities etc.

Despite the inability to provide a 'policy neutral' outcome in a new legislative framework, to remain true to this intent, DPTI should be cognisant of the impact and extent of policy change for Local Government that currently do not have SAPPL-converted Development Plans, such as the City of Norwood Payneham & St Peters. This Council has only partially adopted South Australian Planning Policy Library (SAPPL) policy content and format through various DPAs. This may have the implication that some of the Policy Library (SAPPL) content, will be new for introduction into the Development Plan. Whilst this may not be problematic, until such time as the full suite of policies is developed by DPTI and proposed for spatial application for this Council, specific comment on whether this meets the 'policy neutral' test, cannot be made. Depending on the specific policy detail, the logic that the policy applies elsewhere in other South Australian Councils may be insufficient to justify the new policy introduction under the guise of 'like for like' staging of policy transition in the first phase of the Code.

In addition, the intent of language such as '*rationalising*' the car parking rates for new development, as outlined in point 3D above, is unclear in its scope and where this will be applied. To rationalise (or reduce) car parking requirements for specified land uses, would not be considered 'policy neutral' and in areas where there is already a shortage of on-site carparking (and its consequent impacts on the demand for on-street car parking), would be detrimental without introduction of other (non-planning) measures to manage a reduction in car parking supply. The Council is currently undertaking a City wide carparking review to investigate the demand and supply of on-street car parking, it would therefore be premature to consider relaxing of current car parking requirements in this Council area, prior to this review and implementation of its recommendations. This is probably an issue which is faced in most inner-metropolitan councils.

It is recommended the Council specifically raise this concern, in its submission on the *Integrated Movement Systems Discussion Paper*, advising that any policy direction to reduce car parking rates from currently applicable policy, is unjustified, premature and should be deferred to subsequent stages of the Code and even then, only following extensive consultation with affected stakeholders and ideally the support of the relevant Council. In short, the discussion needs to move from simply espousing a mantra to a proper assessment of the impact of such a policy followed by justification of the particular strategy.

### Subsequent Policy Changes

The following are examples of proposed changes to planning policy that is described in the *Integrated Movement Systems Discussion Paper* as being 'Reform (Generation 1, Generation 2 or beyond)':

- 1B. *Review the inclusion of minimum net residential densities in Suburban Neighbourhood Zones, Urban Core Zones, Urban Corridor Zones and Suburban Activity Node Zones. (Further discussion and consultation needs to be undertaken to identify the appropriate net densities in the context of evolving demographics, market dynamics and development.)*
- 1C. *Investigate the spatial application of higher density mixed-use zones (such as those listed above) along appropriate key transport corridors, adjacent activity centres, in urban renewal areas and key strategic sites.*
- 3E. *Review and consult on car parking rates in Greater Adelaide and regional centres to identify opportunities for greater standardisation through the Code, where appropriate.*

There is a high degree of complexity and sensitivity around the broad structural and spatial proposals that the Discussion Paper envisages, such as increasing densities and broadening the mix of land uses around transport corridors/ activity centres and strategic sites and standardising car parking rates. Intervention in these areas without clarity on the level of public transport investment or the role of centres hierarchy, is premature. In addition, aside from espousing a mantra, no justification has been provided.

This reinforces the comments which have been made in previous submissions by this Council that the timing of these sorts of reforms ahead of a process for preparing Regional Plans and Sub Regional Plans, should not occur. The Council's planning staff will seek to engage collaboratively in the preparation of these strategic planning processes, however the timing and process is yet to be announced by DPTI.

There is a structural problem with the creation of the new Planning and Design Code (replacing Development Plans) without the opportunity for affected stakeholders to participate on a regional plan setting process. It is considered appropriate for the Council to again place on record its concerns over this deficiency of the reform implementation program. The absence of a regional plan setting process results in no conversations (with communities, landowners, infrastructure providers) about the spatial ramifications of the abstract and competing concepts of the State Planning Policies, with these Discussion Papers unable to bridge this gap. The consequences of this will be tension around the policy choices to be made when applying and amending the Planning and Design Code, until such time as a Regional Plan is prepared.

The Council continues to reiterate its concerns that the *30 Year Plan for Greater Adelaide* to be used as the interim plan, does not provide the spatial resolution needed to prioritise and guide planning policy as part of replacing Development Plans with the Planning and Design Code. It is unclear how conflicts between policies (over land use and densities) can be resolved if there is no regional plan to spatially apply these policies or provide clarification on regional priorities. By way of example, the 30 Year Plan seeks:

*P2 Increase residential and mixed use development in the walking catchment of:*

- *Strategic activity centres\**
- *Appropriate transit corridors*
- *Strategic railway stations*

*\*In Inner and Metropolitan Adelaide this could include all activity centres well serviced by frequent public transport.*

In the 30 Year Plan, 'strategic' activity centres are only defined by the statement that this could (but not will) include all centres well serviced by public transport, the definition of what constitutes an 'appropriate' transit corridor is not provided and 'strategic' railway stations are not defined.

Under the “healthy neighbourhoods’ model contained in the recently released State Planning Policies, easy access (walking catchment) to frequent public transport is defined as 400 metres of a high frequency bus stop or 800m of an O-Bahn stop. Mapping of these overlapping radii from the activity centres and transit corridors would have implications for the rezoning of most of the City of Norwood Payneham & St Peters, including the River Torrens Linear Park and Historic (Conservation) Zones. There is no clarity in either the 30 Year Plan or the State Planning Policies about how mixed use and higher density zones will be selectively applied across urban areas.

These high level statements and strategic directions, without clear spatial delineation will lead to highly contested debates (and uncertainty) at the time zoning is proposed for change, through the first application of the Planning and Design Code in July 2020 and thereafter when other entities, including ‘persons with an interest in the land’ can put forward zoning amendments.

The sensitivity of how urban infill policy is applied in Adelaide has been highlighted through a petition tabled in Parliament on 16 October 2018, signed by 602 residents of greater metropolitan Adelaide seeking greater input into the policy setting process for urban infill, calling for a reduction in the level of infill density and increase the quality of urban infill development. This issue will be one of the most contentious aspects of the policy reforms unless more nuanced, refined commentary and justification is provided about how densities and mixed land use will be applied.

The Discussion Paper presents an opportunity to explore what some of the constraints are to achieving higher density mixed-use zones as stated in the Discussion Paper (refer below).

Ref No	Key opportunities and challenges	Proposed response	Proposed timing
1C	Some transport corridors are currently underutilised and could benefit from better integration with supporting land uses.	Investigate the spatial application of higher density mixed-use zones (such as those listed above) along key transport corridors, adjacent activity centres, in urban renewal areas and key strategic sites.	Reform (Commence Gen 1) (July 2020)

*Table 1: Extract from Theme 1: Aligning South Australia’s growth with transport infrastructure*

With such a complex policy challenge for transport infrastructure providers, businesses, landowners and the community in general, the table above presents only the opportunity for this policy proposition, it does not consider or discuss any challenges or constraints. Again, there is no justification provided.

This underplays the constraints around introducing higher density mixed use zones such as:

- existing low density and single use (residential) land surrounding these locations;
- dispersal of land uses along linear corridors versus concentrated in nodes/ activity centres and servicing and transport dispersal;
- level and timing of public transport infrastructure;
- road widening plans and restricted opportunities for new access and egress points;
- narrow rear service lanes behind allotments facing arterial road (i.e Payneham Road);
- side road impacts on traffic circulation through local streets;
- carparking demand for ‘park and ride’ adjacent arterial transport routes impacting local businesses and residents;
- land use sensitivities between uses within a mixed use building;
- large areas within 400 metres of ‘go zones’ being in Historic (Conservation) Zones at St Peters, College Park, Joslin, Maylands, Evandale, Norwood, Hackney, Kensington, Marryatville; and
- interface sensitivities for adjoining low density, single use zones.

It is understood that some of these issues are detailed and site-specific, however to present the policy simply in terms of its opportunity without identifying the challenges which will be presented by this strategy, is simplistic and misleading and simply unprofessional.



Without regional plans and sub-regional plans in place to explore and resolve some of the challenges identified above, the Code implementation process will become a 'de-facto' process for exposing some of these geographical tensions, which could unnecessarily delay the Code commencement.

More specifically, in relation to higher densities as proposed by 1B and 1C (above), an evidence base (i.e. justification) for this has not been established. In 2013 this Council, as part of the State Government's Inner Metropolitan Growth project, investigated new dwelling supply through possible 'uplift' zoning as part of the *Kent Town and The Parade Strategic Growth Development Plan Amendment*. The Council added additional rezoning opportunities along parts of The Parade, Norwood in addition to the State Government's proposed areas, resulting in a likely dwelling capacity for the rezoned land at Kent Town and Norwood of 851 additional dwellings (or 43% of this Council's strategic dwelling targets to 2038). Following this, the Council's *Residential Development (Zones and Policy Areas) DPA*, implemented by the Council in 2015, rezoned further parts of the City to Residential Zone - Medium Density Policy Area, to ensure the City had ample appropriately zoned land for mixed land uses and housing choice at medium to high densities.

The Discussion Paper, or the more extensive Background Paper (to the Discussion Paper) does not provide any modelling or research to investigate and justify whether this additional dwelling supply (created in 2013 and 2015) warrants further change. The City of Norwood Payneham & St Peters, as one of five Councils which introduced generous provision of new dwelling opportunities through the Urban Corridor Zone in 2013, has seen a large take-up of mixed use apartment projects since the introduction of these policies.

Until such time as the evidence base is established that densities within the Urban Corridor Zone are too low and should be increased, or that additional land be converted to Urban Corridor Zone, the proposition that this needs to commence in the first version of the Code, should be rejected outright. Given the complexity and likely controversy of such future directions, it is recommended the Council seeks better justification from DPTI and the Commission, on the case for change.

#### Reduced Carparking Requirements

In relation to carparking, the Discussion Paper poses the question:

*Should the Code provide greater opportunity for low or no parking in appropriate circumstances or contemplate maximum parking rates?*

Without a definition of the 'appropriate circumstances', proposals for reduced parking rates (or no rate at all) are unlikely to be supported. Reduced parking rates have been a feature of recent planning policy introduced by the Minister for Planning in the *Strategic Growth DPAs* (2013) and *Existing Activity Centre Policy Review DPA* (2016).

Across metropolitan Adelaide, carparking availability and policy is a highly sensitive issue for communities and businesses, as evidenced in the State Government's Carparking Summit which received an unprecedented level of public interest with over 840 written submissions being received. Primary concerns identified through the Carparking Summit include (but are not limited to):

- heavy use of on-street parking creating road safety and access issues, particularly narrow streets;
- competing demand for parking between residents, commuters and businesses;
- traffic issues around schools;
- residential garages being used for storage rather than parking cars; and
- lack of availability, or desire to use, public transport.

Competing demand for parking between residents, commuters and businesses is a significant issue within the City of Norwood Payneham & St Peters (and other inner metropolitan councils). Commuter parking in particular has become increasingly problematic in streets with unrestricted parking which are close to high-frequency bus routes, due to people parking all day and catching buses into the CBD. This limits parking availability for residents, visitors (such as tradespeople) and customers of local businesses. In locations such as The Parade, where many businesses are established in older buildings with limited historic opportunity for on-site car parking, this can have a genuine impact on customer access and business viability. A common method for managing commuter parking is to introduce or alter parking restrictions in the affected street, however experience has demonstrated that this often 'pushes' the problem to other streets. For this reason, the Council is undertaking a City Wide Carparking Review to consider this problematic issue comprehensively.

The further extension of maximum parking rates (for individual developments) is questioned as again, no justification and/or research has been provided. The approach to encouraging behaviour change from individual car ownership to public transport and active travel modes is supported, but needs to be underpinned by strategic and planned investment in walking and cycling infrastructure and public transport improvements. To cap the ability of an applicant to cater for resident, employee or customer demand for carparking is counterintuitive to the current paradigm of carparking issues, which otherwise spill onto neighbouring properties and streets and is a regular source of complaints to local Councils. In short, there is no understanding of the impacts of reducing the provision of on-site car parking.

### Transport Networks

The Discussion Paper poses the question:

*How can the Code better respond to the differences in public transport availability in urban and regional communities?*

The approach outlined in the Discussion Paper for better public transport availability is to increase the number of dwellings (by increasing density) within walking distance of existing public transport stops/interchanges. Another option is to increase the number of (unrestricted) carparking spaces near these stops and interchanges. There has also been an ongoing trend of suburban shopping centres (some of which have multiple bus services) to restrict all-day parking (and charge) in their carparks - a restriction that did not often exist 20 years ago. With regard to bus routes, future routes may be hampered by new housing estates with narrow streets and frequent short turns.

The Discussion Paper acknowledges the important role of public transport as an alternative mode of transport and reducing private car usage. Adelaide's current public transport system provides reasonable links to and from the CBD and other centres (such as Tea Tree Plaza and Marion Shopping Centre) but is lacking with respect to other inter-suburb services. The concept of a centres hierarchy has long been the basis for zoning and planning policy, however there has been a distancing from this concept in more recent years, such as through the *Existing Activity Centre Policy Review DPA (2016)* (eg. through the removal of floor area caps) and a distinct silence on centres hierarchy within the draft SPPs. Instead, the draft SPPs encourage a 'growth everywhere' approach to infill, mixed use, employment opportunities, and retail competition. The centralised centres vs dispersed development dichotomy is presented too simplistically in the draft SPPs as well as in the Discussion Papers. There needs to be a considered review and understanding of where people are moving from and to and what land use and density patterns will best facilitate an integrated and efficient movement system.

### Road Function and Amenity Conflicts

The Discussion Paper also poses the question:

*How can planning policy better manage and minimise the impacts of transport corridors on surrounding development (i.e. noise and air pollution for residents)?*

Good planning through land use separation is a fundamental function of the planning system, however it is increasingly difficult to achieve with conflicting commercial and social pressures and increasing pressure for mixed use, higher density precincts. Draft SPP9: Employment Lands commendably recognises the need for separation of sensitive uses (such as residential) from heavy impacting activities (eg. such as commercial activities, or in this case heavy transport routes). Separation of these activities helps to provide protection to the sensitive uses, but also protects commercial areas or strategic transport links from incompatible development.

The draft SPP 11: Strategic Transport Infrastructure primarily seeks the identification, protection and planning of transport networks and infrastructure, in a way which is integrated with land development policies. The supporting text for this policy recognises that "*planning should consider complementary land use and road functions*" and that "*the future location of transport corridors should be identified clearly through an overlay*". These statements are supported and it is important for the Code to identify a primary road network hierarchy, including distinguishing between heavy vehicle transport routes as opposed to high volume transport routes. With mitigation measures such as noise attenuation measures and vegetation buffers, there will be a need to manage impacts on sensitive uses on high volume transport routes, particularly those within business districts where activity occurs outside of business hours.

## Streets for People

The importance of recognising the function and context of a transport network is outlined in the Discussion Paper on page 11 which acknowledges the '*Link*' and '*Place*' approach. The '*link*' and '*place*' approach provides equal consideration to the need for streets to provide transport and access, as well as streets providing activity, interaction and being a destination in their own right. It is considered, however, that this concept is not sufficiently explored and should be addressed further, and there should be an identification of 'link' roads and 'place' roads in sub-regional plans.

The strategy which seeks to improve planning policy to better enable the delivery of more walking, cycling and active travel opportunities in neighbourhoods, is supported. This is a difficult role for planning in established areas such as the City of Norwood Payneham & St Peters and is influenced more by infrastructure programs and public realm upgrades. Initiatives such as pram ramps at every street corner, maintaining and widening ageing footpaths, improvements to footpath surfaces, increased bike racks and park benches are increasingly important. In reality, the street network is largely fixed and it is not possible to always accommodate all transport and movement modes, meaning priorities need to be established and well-funded, often requiring State Government funding support. There is greater opportunity in the Planning and Design Code for planning policy in new areas with requirements for sub division to provide for all forms of pedestrian mobility (including gophers) and roads wide enough for separated cycling lanes. Despite this, the Code should examine opportunities to enhance local and arterial cycling and pedestrian networks.

The Discussion Paper poses the question:

*How can the Code promote development that contributes positively to streets and the serviceability and quality of the public realm?*

Most development within inner-metropolitan Adelaide occurs on a site-by-site and ad-hoc basis. As a result, development often does not integrate well with, nor contribute to, the public realm. For example, new dwellings often incorporate a lack of landscaping due to large impervious areas and dominant double garaging on narrow frontage widths. Furthermore, any landscaping which is incorporated in a development will be limited by the typically small size and depth of the garden bed and wider driveways limit opportunities for street trees. This places an unreasonable burden on the public realm to provide soft landscaping, green infrastructure, aesthetic appeal, shade and general urban cooling. It is important for future Code policies to consider residential development policies which require greater front and rear setbacks with minimum deep planting soils and limited impervious areas to provide greater opportunities for soft landscaping on private land including rooftop gardens and living green walls.

With respect to commercial development, it is important for the design expectations to be appropriate for the zone and locality. For example, a small corner shop within a residential context should be modest and 'blend in' with the level of activity within the area. Conversely, commercial development on a busy high street should incorporate vibrant, visual shopfronts with continuous verandahs over the footpath to encourage pedestrian activity and landscaping where possible. Commercial developments should also encourage passive surveillance over public areas and appropriate lighting in car parks after usual business hours to contribute to safe walking environments. With respect to traffic, business should incorporate shared car parking areas wherever possible and minimise exit and entry points.

## **Natural Resources and Environment Discussion Paper**

The paper outlines the Commission's intentions for natural resources and environment-related development policies and how they will relate to the future Planning and Design Code.

The *Natural Resources and Environment Discussion Paper* and Background Paper are contained in **Attachment C**.

As for the Integrated Movement paper, this Discussion Paper proposes policy directions and timeframes for policies to be transitioned to the Code.

The Discussion Paper identifies six (6) themes as key in the protection and enhancement of our natural resources and environment in the new planning system:

- Theme 1. Sustainable and Liveable Urban Environments
- Theme 2. Water Security and Quality
- Theme 3. Biodiversity
- Theme 4. Coastal Environments
- Theme 5. Natural Hazards
- Theme 6. Environment Protection and Public Health.

It is encouraging that the issues of natural resources and the environment have been identified as key issues to guide the preparation of detailed planning policies under the future Planning and Design Code. The Council's submission on the State Planning Policies (SPPs), raised a number of comments on the environment-related SPPs with requests for additional areas of policy clarity. Due to the timing of its release, there has been no opportunity for the Department to reflect on, or address, the submissions received on the SPPs, which is therefore unable to inform this Discussion Paper.

A number of the policy directions contained in this paper focus on specific locations (Mount Lofty Ranges watershed and other Water Protection Areas, River Murray, coast). Due to time constraints and the magnitude of planning reforms currently being consulted upon, this report prioritises comment only on those aspects geographically relevant to this Council.

#### Initial Policy Changes

The following are examples of policy direction that is described in the Natural Resources and Environment Discussion Paper, as being "transition ready" (ready to be incorporated from July 2020 in the Code Policy Library):

- 1A. *Review, refine and transition SAPPL WSUD policy where appropriate.*
- 1B. *Review and transition existing SAPPL GI policy where appropriate.*
- 1E. *Review existing SAPPL energy efficiency policies and undertake consolidation and minor refinement where necessary.*
- 1H. *Review existing SAPPL policies (waste management) and consider minor refinement where necessary.*
- 3A. *Review SAPPL policies in Coastal Areas, Infrastructure, Land Division (Design and Layout), Metropolitan Open Space System, Natural Resources, Open Space and Recreation and Siting and Visibility general modules and identify opportunities for refinement.*

(Abbreviations: SAPPL – South Australian Planning Policy Library  
WSUD – Water Sensitive Urban Design  
GI – Green Infrastructure)

The policy direction for greater implementation of water sensitive urban design (WSUD) and increased landscaping/ planting is supported and is directly aligned to this Council's strategic objectives as well as climate change actions under Resilient East regional plan. Whilst existing WSUD policy is included in Development Plans, there is variable uptake of these measures through the development assessment process, both on the part of applicants and planning authorities. Part of the difficulty of enforcing implementation (and maintenance) of these aspects of the planning assessment, is that they often do not constitute development in their own right under the current *Development Act 1993*. A property owner can choose to include allotment-scale water treatment, pave surfaces, build some roofed structures without the need for approval and can plant or remove vegetation at their discretion (other than controlled vegetation as Regulated Trees or defined native vegetation). For these reasons, the requirements for stormwater capture and detention, water quality improvement, planting and landscaping are often dispensed with as elements that are not integral to the whole development.

This is a challenge as the Planning and Design Code Technical Discussion Paper (released in May 2018) stated that policy should not control matters that are not development. If new plantings, landscaping, paving, certain structures, lawn and shrubs are not defined as development, then this precludes the ability to construct any policy around this. This is not matched to the expectation created by the State Government's target of a 20% increase in urban green cover. There is no point in having a State level target if it is something there is no intention to control. This is an important aspect that needs reconsideration as part of the Planning and Design Code framework and should be again raised in Council's submission.

#### Subsequent Policy Changes

The following are examples of policy that is described in the Natural Resources and Environment Discussion Paper as being "Reform (Generation 1, Generation 2 or beyond):

- 1C. *Develop new "Deemed to Satisfy" and 'performance outcomes' policy for WSUD and GI.*
- 1D. *Explore policy that connects ability of road reserves to accommodate tree planting or other suitable GI in lieu of provision on private allotments.*
- 1F. *Review energy efficient policies relating to non-residential building types.*
- 1G. *Review and draft new policies to achieve better sustainable design outcomes and ensure the appropriate application of sustainable design policy to all relevant development/ land use types.*
- 1L. *Review existing SAPPL policies, consider best practice council policies that focus on dealing with waste in a higher density environment and identify opportunities for improvement.*
- 5D. *Review the flood mapping data (not currently mapped in Development Plans) and update the Flood Risk Overlay.*
- 6B. *Review and develop appropriate policy for planners to assess site contamination where no referral is required.*

Notwithstanding the challenge above regarding the Code Drafting Principles which limit Code policy only to matters that require development approval, the Discussion Paper's proposal (1C) to enhance WSUD and greening policies in Deemed to Satisfy pathways, is supported. Currently WSUD policy is easier to apply to master planned subdivisions or large scale developments and is not readily able to be applied to small scale infill, which is an increasing percentage of new development. Deemed to Satisfy provisions for WSUD and GI will ensure this is consistently incorporated in the planning system even for relatively small scale development applications.

The Council's recent analysis of stormwater modelling and green canopy coverage has demonstrated that the cumulative impact of small scale infill development, is contributing to increased stormwater volumes and decreased tree canopy cover. The development of consistent policy through the Planning and Design Code that is both scalable and able to apply to all development types, is a positive strategy.

The Discussion Paper refers to a partnership between Water Sensitive SA and key stakeholders including DPTI to develop a contemporary, workable suite of planning policies for WSUD and GI, based upon research with industry leaders, developers, engineers, landscapers and planners. The paper refers to the culmination of this work in the *Performance Based Planning Provisions and Assessment Framework for Green Infrastructure and Water Sensitive Urban Design Background Paper*. Despite the claims in both the Discussion Paper and Background Paper that this report is available on the Water Sensitive SA website, it is yet to be released. Without this key research paper and explanation of the suite of workable WSUD and GI policies for Development Assessment, informed feedback on the policy proposals is not possible.

### Environmental Offset Schemes

The Discussion Paper proposes as part of Generation 2 of the Code that an offset scheme be implemented to support delivery of GI and WSUD. Without full details being available, this appears to relate to an offset or in-lieu scheme similar to a carparking fund, whereby those unable to provide defined environmental outcomes on their own land, are able to pay into a scheme to contribute to a neighbourhood or regional scale implementation.

There is initial support for this concept to increase urban greenery and improved water management, however this should not be seen as a simple way to purchase your way out of requirements at the allotment scale and should be reserved for genuine circumstances where trees cannot be planted and water sensitive development cannot be achieved. It should not be used to maximise site coverage or circumvent environmentally sound design principles.

The Discussion Paper refers to overseas examples being able to be adapted as a voluntary offset scheme, the application of which is not clearly understood. For this policy model to be effective and incorporated into Deemed to Satisfy and Performance Assessed policy, it would need to be a mandatory requirement for the GI and WSUD means, not a 'voluntary' scheme.

The sole reliance of Council road reserves, as set out in 1D above, to accommodate the tree planting schemes resulting from an infill tree offset scheme, is problematic. Councils are actively engaged in increasing the contribution to green canopy cover through their own strategic planting and replacement programs. In an inner suburban context and particularly in areas designated to accommodate infill development, road verges are highly contested spaces. Land division creates additional driveway crossovers and street infrastructure (lighting, underground service infrastructure, inspection points etc) as well as the need for additional bin collection space, all reducing the amount of available space for additional street tree planting (and surrounding critical root zones).

Use of road reserves to make up for the shortfall of private planting is not supported due to the space constraints in urban infill locations and the ongoing management (and cost) expectation this creates for Local Government. A broader scheme, such as the ability for other private landowners to purchase landscaping "credits" for their property (with ongoing maintenance obligation) or the ability for State, Local Government and other partnerships to provide local open space with increased tree planting, should be explored.

### Energy Efficiency Policy

The expansion of energy efficient building requirements (refer 1F and 1G) through planning objectives and principles to create climate resilient/responsive buildings is supported. This should include performance requirements and an assessment process to ensure that buildings and occupants are better able to cope during hot weather, including during power outages. This must include requirements for natural ventilation (particularly for medium and high density developments to provide evidence to demonstrate how they achieve effective natural ventilation, including cross flows in habitable spaces), adequate and appropriate external shading, and an improved building envelope and landscaping that requires less artificial heating and cooling.

Policy which seeks to extend energy efficiency requirements in new development, is also supported. Principle 3 of the Code Drafting Principles states however, that the Code must not contradict the National Construction Code. It is noted that the achievement of six star energy rating can still be achieved through the "add on" of mechanical or other elements, even if a development has poor orientation or design (eg no eaves). This needs careful re-examination to ensure energy efficiency is not just an add-on to achieve compliance, but is an integral part of the building orientation and early design considerations.

The inclusion of Planning and Design Code policy to address overshadowing of adjoining owners' solar panels warrants support. South Australian households have the highest rate of adoption of solar technology in Australia, so it is important that this investment in renewable energy be protected through appropriate planning policy. This policy to prevent unreasonable levels of overshadowing is particularly important for a built-up urban area such as the City of Norwood Payneham & St Peters, where this issue has previously been the subject of a number of complaints from residents and property owners. When the Council adopted policy on this issue into its own Development Plan as part of its Residential Development (City Wide Policy) DPA, this was not a matter that was addressed through the South Australian Planning Policy Library, so policy guidance was drawn from New South Wales planning guidelines. As part of the Code solar access requirements could be implemented through an information requirement for shadow diagrams/modelling, to indicate how much the proposed development would reduce the solar generation potential of neighbouring panels. In doing so, this could also encourage applicants to consider the proposed position of their solar panels, giving regard to potential future overshadowing, as well as permitted building heights for adjoining buildings.

In its discussion of climate change adaptation, the Discussion Paper under key climate change trends (pg 11) fails to acknowledge the impact of increased rainfall intensity which is an important consideration in the assessment of new development and planning for flooding hazard. The Climate Projections Report undertaken as part of *Resilient East*, the Eastern Region's Climate Change Adaptation Plan, predicted a 10% increase in extreme daily rainfall. This has been evidenced through recent rainfall events and supported by the preliminary results of Council's Floodplain Modelling study, which show significant impacts related to urban infill and increased intensity of rainfall events. This increase in extreme daily rainfall is producing flash flooding and has significant implications for flood mitigation works, urban infrastructure and the approval of new developments. The Council's submission should raise the need for inclusion of increased rainfall intensity as a climate change impact and the need for examination on the context of infill development policy and WSUD requirements.

The Background Paper discusses the trend of a decline in private open space, loss of tree canopies in metropolitan Adelaide and Greater Adelaide's lowest median allotment size of all capital cities in Australia. The Discussion Paper and Background Paper are silent on whether current Ministerial Development Plan policy relating to Regulated Trees and Significant Trees, will be transitioned over to the Planning and Design Code and if so, in what format. The Council has also raised in previous submissions, the need, in an electronic delivery format and with increased use of private accredited professionals to replace Council assessment processes, for the location of Regulated and Significant Trees to be accurately plotted in the new spatial databases. As policy retrieval in the ePortal is dependent on the known circumstances of the site (and often neighbouring properties), the existence of an adjoining Regulated/ Significant Tree must be included in the electronic call-up of relevant policy.

The Discussion Paper should acknowledge the attrition of urban habitats in the Greater Adelaide region (i.e. ongoing infill development that further limits biodiversity options, while placing additional stresses on urban ecology). New policy to be developed through the Planning and Design Code could be extended to include:

- A strengthened tree/vegetation assessment of a site (at the development application stage). Applications should demonstrate how they protect any existing biodiversity values and create linkages to habitat corridors (including street tree corridors, River Torrens Linear Park and other backyard gardens). This is considered important, as biodiversity does not exist in isolation, but is part of a larger landscape perspective.
- At the planning stage, developers could commit to signing up to being a backyard biodiversity site. (This process could be similar to private landowners who enter into voluntary natural heritage agreements with the Minister for Sustainability, Environment and Conservation)

The investigation into appropriate policy for waste collection and recycling in higher density development is supported. With increasing levels of infill and on-street carparking congestion, this is the subject of an increasing number of requests and complaints to East Waste, the Council's waste collection provider, where servicing is problematic due to restricted access, manoeuvring areas and bin storage. The trend towards medium and high residential densities will see more shared bin services between residents and occupants of a development which, if inadequately managed, will create contamination in waste and recycling streams. In addition, some newer housing redevelopments (i.e Marden Connect) have shown a tendency towards narrow streets (and increased kerbside parking) that has presented physical challenges for waste collection trucks at times. Therefore, policies should encourage waste collection services to be orderly, safe and economic. In the context of high density residential developments, there are cases when waste collection services cannot be provided by a Council. As a result, private collection services may become necessary, which results in (recurring) extra cost for the residents of the development. This is an equity issue and the planning system should include clarity and detail to ensure that waste management is addressed equitably.

The Discussion Paper discussed the potential to cumulatively assess the impact of new development on biodiversity. This needs to be considered in an equitable and transparent way to ensure this is not exploited as a "first come first served" opportunity for the first wave of applicants.

To support this, under the State Planning Policy priority of Biodiversity, a mapping system could include a baseline of priority and significant biodiversity areas to help inform decision making and assessment. This may also need to measure all relevant changes over time which would help guide future policy and strategic decision making.

The reform of the Natural Resources Management (NRM) system is occurring simultaneously with the reforms to the planning system. The NRM reforms also have a fundamental role in determining how land use planning and management and natural resource planning management interrelate. It is important that the new legislation developed through each reform process captures additional policy and project opportunities identified in the Discussion Paper to ensure natural resources are managed sustainably now and for future generations. Staff prepared a submission that included specific commentary on the interrelationship between the two reform processes.

Particularly relevant to the Natural Resources and Environment Discussion Paper and the detailed policies of the future Planning and Design Code are the following points:

- ensuring policy consistency in the Planning and Design Code (and Regional Plans) and the new Landscape SA Act and the 5-Year Plans prepared by the Green Adelaide Board (and other Landscape Boards);
- ensuring that the new planning system includes relevant natural resource management and landscape scale spatial overlays e.g. water catchments, strategic biodiversity corridors and areas of high conservation value; and
- ensuring the alignment between urban planning and Green Adelaide be given high priority with a regulatory and compliance framework to support integrated approaches between land use, natural resource and landscape planning

A draft submission on the two Discussion Papers has been prepared for the Council's endorsement, a copy of which is contained in **Attachment D**.

## **OPTIONS**

The Council has the following options with respect to how it responds to the draft Discussion Papers:

### Option 1

Following consideration of the Discussion Papers, the Council can resolve to endorse the attached draft submission contained in **Attachment D**, with or without amendments, as being suitable for submitting to the Commission.

This Option is recommended.



### Option 2

The Council can resolve to make changes to the submission beyond the discussion in this report.

This Option is not recommended, due to timing deadlines imposed by the close of submissions on 3 December 2018.

### Option 3

The Council can resolve to not provide a submission to the Commission relating to the Discussion Papers, however this would result in a missed opportunity to raise issues of concern.

## **CONCLUSION**

The Discussion Papers identify the importance of addressing integrated transport solutions and natural resources and the environment, in the creation of the new planning system and its new planning rules.

The recognition of the need for detailed land use policies which will be guided by these high level directions is welcomed and considered appropriate. Despite the examination of many key policy opportunities and challenges for the preparation of the Planning and Design Code, this report discusses a number of areas where policy considerations could be broadened to ensure the development of an effective and comprehensive suite of policies as part of the Planning and Design Code.

The draft submission provides further details on the Council's feedback on the Integrated Movement Systems and Natural Resources and Environment Discussion Papers.

## **COMMENTS**

Nil.

## **RECOMMENDATION**

1. That the draft submission contained in Attachment D, in response to the Discussion Papers be endorsed and the submission be forwarded to the State Planning Commission.
2. That the Chief Executive Officer be authorised to make any minor editorial/grammatical changes to the submission prior to the submission being lodged.

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Cr Knoblauch left the meeting at 8.17pm.  
Cr Knoblauch returned to the meeting at 8.21pm.

*Cr Shepherdson moved:*

1. *That the draft submission contained in Attachment D, in response to the Discussion Papers, be endorsed and the submission be forwarded to the State Planning Commission.*
2. *That the Chief Executive Officer be authorised to make any minor editorial/grammatical changes to the submission prior to the submission being lodged.*

*Seconded by Cr Mex.*

### Amendment

*Cr Frogley moved:*

- 1. That the draft submission contained in Attachment D, in response to the Discussion Papers, be endorsed and the submission be forwarded to the State Planning Commission.*
- 2. That the Chief Executive Officer be authorised to make any minor editorial/grammatical changes to the submission prior to the submission being lodged.*
- 3. That following the 2018 Local Government Elections, the Mayor and Chief Executive Officer seek an urgent meeting with the Member for Dunstan, to emphasise the Council's concerns that the emerging planning reforms will have unnecessary and adverse impact on the amenity, character and heritage values of our City.*

*Seconded by Cr Duke.*

### Variation

*Cr Frogley, as the mover of the motion, with the consent of Cr Duke as the seconder, sought leave of the meeting to vary point 3. of the motion as follows:*

- 3. That following the 2018 Local Government Elections, the Mayor and Chief Executive Officer seek an urgent meeting with the Member for Dunstan and the Member for Bragg, to emphasise the Council's concerns that the emerging planning reforms will have unnecessary and adverse impact on the amenity, character and heritage values of our City.*

*Mayor Bria put the request for leave to the meeting.*

*The meeting granted leave and the amendment was varied as set out above.*

*The amendment (as varied) was put and carried unanimously and on becoming the motion was again put and carried unanimously.*

## 11.2 REVIEW OF POLICIES

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**REPORT AUTHOR:** General Manager Governance & Community Affairs  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4549  
**FILE REFERENCE:** S/00638  
**ATTACHMENTS:** A - D

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### PURPOSE OF REPORT

The purpose of the report is to present four (4) draft policies to the Council for consideration and adoption.

### BACKGROUND

Policies, Codes of Practice and Codes of Conduct are important components of a Council's governance framework. Policies set directions, guide decision making and inform the community about how the Council will normally respond and act to various issues.

When a decision is made in accordance with a Council policy or code, both the decision-maker and the community can be assured that the decision reflects the Council's overall aims and principles of action.

Accordingly, policies and codes can be used in many contexts to:

- reflect the key issues and responsibilities facing a Council;
- provide a policy context and framework for developing more detailed objectives and management systems;
- guide staff and ensure consistency in delegated and day-to-day decision-making; and
- clearly inform the community of a Council's response to various issues.

It is therefore important that policies remain up to date and consistent with any position adopted by the Council.

As such, a review of the Council's Policies commenced some months ago and to date, a number of policies have been reviewed, updated and amended and a number are in the process of being updated prior to presentation to the Council for consideration and adoption. The following policies have been reviewed and updated and adopted by the Council over the last few months:

- Bad Debt Write-Off
- Bank Accounts
- Budget Policy Guidelines
- Building Inspections
- Complaints Handling
- Conditions of Library Use
- Credit Card
- Credit
- Disposal of Land & Assets
- Expenditure
- Fringe Benefits Tax
- Funding
- Library Collection Development
- Local Government Elections Caretaker Policy
- Local Area Traffic Management
- Internal Control
- Outdoor Dining
- Payments
- Petty Cash

- Procurement
- Prudential Management
- Public Liability Insurance for Community Groups when Hiring Council Owned Facilities
- Rating
- Review of Decisions
- Salaries & Wages Administration
- Treasury Management
- Whistleblower Protection.

The following draft Policies have now been reviewed and where required, amended to ensure that the Policies meet current standards and reflect the Council’s position on the respective matters:

1. Access & Inclusion Policy (**Attachment A**)
2. Community Information Policy (**Attachment B**)
3. Community Gardens Policy (**Attachment C**)
4. Directional Signage Policy (**Attachment D**).

#### **RELEVANT STRATEGIC DIRECTIONS & POLICIES**

Not Applicable.

#### **FINANCIAL AND BUDGET IMPLICATIONS**

Not Applicable.

#### **EXTERNAL ECONOMIC IMPLICATIONS**

Not Applicable.

#### **SOCIAL ISSUES**

Not Applicable.

#### **CULTURAL ISSUES**

Not Applicable.

#### **ENVIRONMENTAL ISSUES**

Not applicable.

#### **RESOURCE ISSUES**

Not Applicable.

#### **RISK MANAGEMENT**

Ensuring up to date and contemporary policies ensures the Council meets its legislative responsibilities and provides for good governance in terms of its commitment to ensure transparency and accountability and provide clarity in respect to the manner in which the Council conducts its business across a range of services and programs.

## CONSULTATION

- **Elected Members**  
Not Applicable.
- **Community**  
All policies will be made available to the community via the Council's website.
- **Staff**  
General Manager, Urban Services  
Manager, Community Services
- **Other Agencies**  
Not Applicable.

## DISCUSSION

### Access & Inclusion Policy

In 2018, the Council adopted the *2018-2021 Access & Inclusion Strategy – A City for All*, which provides direction for creating an accessible and inclusive community for citizens of all ages, abilities and culture.

The draft Access & Inclusion Policy has been reviewed and updated to align with the *2018-2021 Access & Inclusion Strategy – A City for All*.

The aim of the Policy is to facilitate wellbeing outcomes for citizens of all ages, abilities and backgrounds through accessible and inclusive services, programs facilities and infrastructure. The Policy also addresses the Council's legislative responsibilities under the *Commonwealth Disability Discrimination Act 1992*. The primary objective of the *Commonwealth Disability Discrimination Act 1992* is to eliminate as far as possible, discrimination against citizens on the grounds of disability.

A copy of the draft Access & Inclusion Policy is contained within **Attachment A**.

### Community Information Policy

The purpose of the Community Information Policy is to provide clear direction in respect to the utilisation of the Council's communication tools when assisting community groups and organisations with the promotion of their services, events and activities of benefit or interest to the whole community.

A copy of the draft Community Information Policy is contained within **Attachment B**.

### Community Gardens Policy

The draft Community Gardens Policy recognises the benefits of community gardens and sets out the requirements for the establishment of a community garden on Council owned land.

Since the adoption of the Policy in 2008, the Council has supported the establishment of the Linde Community Garden at Linde Reserve, Stepney.

A copy of the draft Community Gardens Policy is contained within **Attachment C**.

### Directional Signage Policy

Directional signage refers signage which is installed on street signs which are located on public roads for the purpose of providing direction to the location of a particular place or facility. Most applications for the installation of directional signage are received from churches, schools and community based sporting organisations, however, applications from businesses and other organisations are received from time-to-time.

The draft Directional Signage Policy provides guidance for applicants in terms of the approval process for directional signage and any relevant costs the applicant may be required associated with the installation of the signage.

A copy of the draft Directional Signage Policy is contained within **Attachment D**.

The draft Policies have been reviewed and only minor changes have been made to the draft Policies (ie formatting, minor wording changes and updating to reflect the Council's current strategic plan, *CityPlan 2030*).

## **OPTIONS**

The Council can determine not to endorse the draft Policies, however as the draft Policies have been prepared for the purpose of either legislative compliance or the Council's position in respect to a particular issue, it is recommended that the Council adopts the draft Policies as presented.

## **CONCLUSION**

Under the principles of administrative law, a Council should not deviate from an adopted policy without a clear, substantiated reason for doing so.

## **COMMENTS**

As the draft Policies contained within Attachments A, B, C and D have been in place for some time and have not been the subject of major change and/or are required by legislation without a requirement for consultation, it is recommended that the Council does not undertake community consultation regarding the draft Policies and adopts the Policies.

## **RECOMMENDATION**

That the following Policies be adopted:

- Access & Inclusion Policy (Attachment A);
  - Community Information Policy (Attachment B);
  - Community Gardens Policy (Attachment C); and
  - Directional Signage Policy (Attachment D).
-

Cr Duke moved:

That the following Policies, as amended and as detailed below, be adopted:

- Access & Inclusion Policy (Attachment A);
- Community Information Policy (Attachment B) with the inclusion of the following:
  - Page 1: The Council plays an important role in supporting community groups and organisations to promote their services, events and activities by assisting with the dissemination of community information through its various communication tools, including the Council's newsletter, Look East, website, the Council's Library Service and Payneham Community Centre information display areas and the online directory, SA Directory of Community Services; and  
The display of and access to community information, is intended to assist community groups and organisations to promote their services, events and activities which are taking place within the local community and which are of benefit or interest to the community.
  - Page 2: The Council's support for the community is demonstrated by providing appropriate access to the Council's website, the Library Service and Payneham Community Centre information display areas and the online directory, SA Directory of Community Services.
  - Page 3: **Allocated spaces for the display of and access to community information:**

The Council provides allocated spaces at the following sites for the display and access to community information:

SA Directory of Community Services

- Council staff will provide information to community groups on the process associated with the inclusion of community information on the SA Directory of Community Services website: [sacommunity.org](http://sacommunity.org)
- Community Gardens Policy (Attachment C); and
- Directional Signage Policy (Attachment D).

Seconded by Cr Mex and carried unanimously.

**Section 2 – Corporate & Finance**  
**Reports**



### 11.3 MONTHLY FINANCIAL REPORT – SEPTEMBER 2018

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**REPORT AUTHOR:** Financial Services Manager  
**GENERAL MANAGER:** General Manager, Corporate Services  
**CONTACT NUMBER:** 8366 4585  
**FILE REFERENCE:** S/00697  
**ATTACHMENTS:** A

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#### **PURPOSE OF REPORT**

The purpose of this report is to provide the Council with information regarding its financial performance for the year ended September 2018.

#### **BACKGROUND**

Section 59 of the *Local Government Act 1999* (the Act), requires the Council to keep its resource allocation, expenditure and activities and the efficiency and effectiveness of its service delivery, under review. To assist the Council in complying with these legislative requirements and the principles of good corporate financial governance, the Council is provided with monthly financial reports detailing its financial performance compared to its Budget.

#### **RELEVANT STRATEGIC DIRECTIONS AND POLICIES**

Nil

#### **FINANCIAL AND BUDGET IMPLICATIONS**

Financial sustainability is as a high priority for the Council. The Council adopted a Budget which forecasts an Operating Surplus of \$1.430 million for the 2018-2019 Financial Year.

For the period ended September 2018, the Council's Operating Surplus is \$1.041 million against a budgeted Operating Surplus of \$448,000, resulting in a favourable variance of \$594,000.

#### **EXTERNAL ECONOMIC IMPLICATIONS**

Not Applicable.

#### **SOCIAL ISSUES**

Not Applicable.

#### **CULTURAL ISSUES**

Not Applicable.

#### **ENVIRONMENTAL ISSUES**

Not Applicable.

#### **RESOURCE ISSUES**

Not Applicable.

#### **RISK MANAGEMENT**

Not Applicable.

## CONSULTATION

- **Elected Members**  
Not Applicable.
- **Community**  
Not Applicable.
- **Staff**  
Responsible Officers and General Managers.
- **Other Agencies**  
Not Applicable.

## DISCUSSION

For the period ended September 2018, the Council's Operating Surplus is \$1.041 million against a budgeted Operating Surplus of \$448,000, resulting in a favourable variance of \$594,000. The primary driver of this variance is in the Employee Expenses which are reporting a favourable variance of \$381,000 due to a number of unfilled vacancies at the commencement of this financial year. The majority of these vacancies have been carried over from the 2017-2018 financial year, as the service delivery and staffing requirements are under review.

Some vacant positions are back filled with temporary contract staff however, generally speaking, this results in a favourable variance, as hours worked are kept to a minimum to complete tasks that could not be reassigned to existing staff. In addition, there is a timing variation with the Budget in respect to the extent of Annual Leave and Long Service Leave being taken during the First Quarter. The timing variation arises from leave that has been taken being costed against employee entitlements on the Balance Sheet, whereas the employees yearly leave entitlement (ie 4 weeks annual leave) is expensed to the income statement on an estimated basis.

The First Budget update will be undertaken during October 2018, with the focus of the review being on the timing of the anticipated monthly spend for the remainder of the Financial Year.  
The Monthly Financial report is contained in **Attachment A**.

## OPTIONS

Nil

## CONCLUSION

Nil

## COMMENTS

Nil

## RECOMMENDATION

That the Monthly Financial Report – September 2018, be received and noted.

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*Cr Duke moved:*

*That the Monthly Financial Report – September 2018, be received and noted.*

*Seconded by Cr Moore and carried unanimously.*

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## 11.4 FINANCIAL SUMMARY – 2017-2018 ACTUAL RESULTS V ADOPTED BUDGET

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**REPORT AUTHOR:** Financial Services Manager  
**GENERAL MANAGER:** General Manager, Corporate Services  
**CONTACT NUMBER:** 8366 4585  
**FILE REFERENCE:** S/05355  
**ATTACHMENTS:** A

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### PURPOSE OF REPORT

This report provides a summary of the 2017-2018 Audited results and explanations for any variations from the 2017-2018 Adopted Budget.

### BACKGROUND

Pursuant to Section 127 of the *Local Government Act 1999* (the Act), the Council must prepare Annual Financial Statements in accordance with the *Local Government (Financial Management) Regulations 2011* (the Regulations).

Section 10 of the Regulations, requires the Council to prepare and consider a report, no later than 31 December in each year, showing the audited financial results of the Council for the previous financial year, compared with the estimated financial results set out in the budget presented in a manner consistent with the Model Financial Statements.

### RELEVANT STRATEGIC DIRECTIONS & POLICIES

The financial information contained in this report is based on the 2017-2018 Annual Financial Statements, the 2017-2018 Adopted Budget and the various policies adopted by the Council as they impact the Councils financial performance (e.g. Rating Policy).

### FINANCIAL AND BUDGET IMPLICATIONS

The Council concluded the Financial Year with an Operating Surplus of \$4.092 million, compared to the Council's Adopted Operating Budget, which forecast an Operating Surplus of \$3.081 million. Details of the drivers behind the variances from the Adopted Operating Surplus, are contained in the Discussion Section of this report.

After capital items, the Council is reporting a Net Surplus of \$4.923 million against an Adopted Net Surplus of \$9.785 million.

### EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

### SOCIAL ISSUES

Not Applicable.

### CULTURAL ISSUES

Not Applicable.

### ENVIRONMENTAL ISSUES

Not Applicable.

### RESOURCE ISSUES

Not Applicable.

## RISK MANAGEMENT

Not Applicable.

## CONSULTATION

- **Elected Members**  
Elected Members have received regular reports on the Councils financial performance throughout the year.
- **Community**  
Not Applicable.
- **Staff**  
Responsible Officers, General Managers and Council's External Auditors.
- **Other Agencies**  
Not Applicable.

## DISCUSSION

The 2017-2018 Annual Financial Statements have been finalised and are presented to the Council for adoption at this Council Meeting on 5 November 2018. To this end, a separate report has been provided on the 2017-2018 Annual Financial Statements for consideration by the Council.

### Statement of Comprehensive Income

#### Operating Result

The Council is reporting an Operating Surplus of \$4.092 million, compared to the Council Adopted Operating Budget, which forecasted an Operating Surplus of \$3.081 million, a favourable variance of \$1.011 million. The major variances from the Adopted Operating Surplus are outlined in Table 1 below:

**TABLE1: MAJOR VARIANCES FROM ADOPTED OPERATING SURPLUS**

Reasons for the Variance	Amount (\$'million)
Statutory Charges were \$88,906 (5.1%) favourable to the Adopted Budget driven primarily by: <ul style="list-style-type: none"> <li>• The number of Parking Infringement Notices issued being higher than estimated (\$33,760);</li> <li>• higher than anticipated number and value of Development Applications being lodged (\$20,144); and</li> <li>• an increased number of Hoarding Permits being issued (\$20,169).</li> </ul>	0.089
Grant funding which was received by the council was \$239,053 unfavourable to the Adopted Budget driven primary by: <ul style="list-style-type: none"> <li>• Roads-to-Recovery funding from 2016-2017 which was budgeted to be recognised in the 2017-2018 Financial year. Due to the grant being untied to specific expenditure, the funds were required to be recognised in the 2016-2017 financial year upon receipt (\$601,325). This means the actual funds received in 2017-2018 were less than budgeted for in 2017-2018 due to early receipt in the previous financial year; and</li> <li>• the indexation of the Financial Assistance Grants and Local Road Funding which was re-introduced as part of the 2017-2018 Federal Budget resulting in an additional \$260,356 of funding compared to the Adopted Budget.</li> </ul>	(0.239)

Reasons for the Variance	Amount (\$'million)
Other Income was \$409,505 favourable to the Adopted Budget driven primary by: <ul style="list-style-type: none"> <li>• rebates from the Local Government Association Workers Compensation Scheme, General Insurance and Special Surplus Fund Distribution by Local Government Association Asset Mutual Fund, which relate to the 2016-2017 insurance premiums, were greater than anticipated, resulting in a favourable variance. (\$267,189); and</li> <li>• the return of surplus for 2016-2017 from East Waste which was not included in the Adopted Budget, as it was unknown at the time of setting the Budget (\$55,388).</li> </ul>	0.410
Unfilled staff positions, combined with extended time periods to fill vacant positions have resulted in a favourable variance (\$1.382 million) in Employee Expenses. The favourable variance has been offset by the use of temporary/contract staff to back fill vacant positions (\$0.547 million).	0.835
The Line Marking Programme was amended from the Adopted Budget due to an increase in the scope of works, which was endorsed by the Council at the Council Meeting held on 5 February 2018.	(0.175)
Due to sufficient cash reserves, combined with timing of key infrastructure works, there was no need to take out new long term borrowings to fund the Council's new and upgraded Capital Works program, resulting in reduced financing costs.	0.213

#### Non-Operating Income

After Non-Operating Income, the Council is reporting a Net Surplus of \$4.923 million, against an Adopted Budget Surplus of \$9.785 million. Non-Operating Income includes grant funding specifically for asset upgrades or renewals and gain/(loss) on asset disposals and assets received free of charge.

Non-Operating income for the year was a surplus of \$0.831 million against the Adopted Budget Surplus of \$6.216 million, an unfavourable variance of \$6.704million. The unfavourable variance is set out in Table 2 below.

**TABLE 2: MAJOR VARIANCES FROM ADOPTED NON-OPERATING INCOME**

Reasons for the Variance	Amount (\$'million)
Loss on the sale and or disposal of the Council's small Plant and Equipment at the end of its operational life, combined with the write-off of the carrying values of the Council Civil Infrastructure Assets (i.e. Road Reseals, Footpaths and Kerbs), which were renewed during the year.	(0.934)
Amounts budgeted to be received specifically for new or upgraded assets that have been delayed due to project timings were: <ul style="list-style-type: none"> <li>• Upgrade of Payneham Oval Facilities \$0.500 million</li> <li>• Beulah Road Bicycle Boulevard \$0.403 million</li> </ul> Commencement of the Upgrade of Payneham Oval Facilities was delayed at the request of the Payneham Sports Association. While the Grant funding application for Felixstow Reserve Redevelopment Project was successful, the Council only received \$1.050 million compared to the Adopted Budget of \$1.750 million.	(1.619)
Physical resources received free of charge were budgeted for as part of the Norwood Oval Clubrooms and Member Facilities however, this Project is yet to be completed, as such the redeveloped assets are yet to be capitalised and recognised on the Councils Asset Register.	(3.320)

### Other Comprehensive Income

Other Comprehensive Income comprises items of income and expenses that are not recognised in the Net Surplus (Deficit) for the year, as required or permitted by Australian Accounting Standards but are required by the Model Financial Statements. Such items include the impact of changes in asset values due to revaluations. The value of Other Comprehensive Income reported in the Statement of Comprehensive Income, is a Deficit of \$150 million.

The major factor driving the deficit is the revaluation of the Councils' Land and Building assets. In line with the Councils Asset Revaluation Policy, independent valuations of the major long term asset classes are undertaken on a rolling five (5) year period. For the 2017-2018 Financial year, JLL Infrastructure Advisory Pty Ltd were appointed to independently value the Councils' Land and Building assets.

During the revaluation process the Community Land classification of properties was considered as it impacts the ability of the Council to dispose of such assets. This resulted in a decrease of \$156 million in the valuation of this asset class.

### **Balance Sheet**

The Net Assets of the Council at 30 June 2018 is \$444 million, against an Adopted Budget of \$586 million, an unfavourable variance of \$142 million.

Major reasons for the variance in the Net Assets include;

#### Assets

Cash deposits with the Local Government Financing Authority are favourable by \$13.7 million, with the variance resulting from the timing of the commencement of several major capital projects and advance payments of Roads-to-Recovery and Financial Assistance Grant funding.

Infrastructure, Property, Plant & Equipment is unfavourable with a variance of \$162.5 million, resulting from the reduction in the Fair Value of the Council's Land and Building assets, due to the application of AASB13: Fair Value and the subsequent reclassification of Land Assets to Level 3 of the Valuation hierarchy, due to Community Land classification, which applies to Land and Buildings that are owned by the Council.

Other Non-current assets – a favourable variance of \$2.9 million is due to the later than anticipated commencement and hence scheduled completion dates of the Felixstow Reserve Redevelopment Project, River Torrens Linear Park Path Upgrade Project and the Norwood Oval Clubrooms & Members Facilities Project.

Non-Current Financial Assets – an unfavourable variance of \$2.7 million due to the commencement date of the Norwood Oval Clubrooms & Members Facilities Project and the subsequent deferral of the loan to Norwood Football Club to fund their share of the Project.

#### Liabilities

Borrowings – a favourable variance of \$4.8 million.

The favourable variance is due to the timings associated with several major capital projects which are to be funded through new loans. Such projects include, Norwood Oval Clubrooms & Members Facilities and associated public realm works, Beulah Road Bike Boulevard Project and Payneham Oval Clubrooms Project.

**Attachment A** contains the 2017-2018 Financial Statements comparing the actual result to the 2017-2018 Adopted Budget as required by Section 10 of the Regulations.

### **Bad and Doubtful Debts**

The Councils Accounts Receivable balance has been reviewed at the end of the financial year for the recoverability of the outstanding debts. The outstanding amounts which make up the reported Accounts Receivable balance are considered to be recoverable.

### **OPTIONS**

There are no options associated with this issue.

### **CONCLUSION**

Nil

### **COMMENTS**

Nil

### **RECOMMENDATION**

That the report be received and noted.

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*Cr Moore moved:*

*That the report be received and noted.*

*Seconded by Cr Marcuccitti and carried unanimously.*

## 11.5 ANNUAL FINANCIAL STATEMENTS FOR YEAR END 30 JUNE 2018

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**REPORT AUTHOR:** Financial Services Manager  
**GENERAL MANAGER:** General Manager, Corporate services  
**CONTACT NUMBER:** 8366 4585  
**FILE REFERENCE:** S/05355  
**ATTACHMENTS:** A

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### PURPOSE OF REPORT

The purpose of this report is to present the 2017-2018 Financial Statements to the council for and signing by the Mayor.

### BACKGROUND

Pursuant to Section 127 of the *Local Government Act 1999* (the Act), the Council must prepare Annual Financial Statements in accordance with the *Local Government (Financial Management) Regulations 2011* (the Regulations).

Section 13 of the Regulations requires that the Financial Statements of a Council must be prepared in accordance with the requirements set out in the Model Financial Statements. The City of Norwood Payneham & St Peters has prepared the Annual Financial Statements in accordance with the Model Financial Statements.

Section 126 (4) (a) of the Act requires that the functions of an Audit Committee include “*reviewing annual financial statements to ensure that they present fairly the state of affairs of the council*”.

The Council’s Audit Committee considered the 2017-2018 Financial Statements, together with a covering report, at its meeting held on 22 October 2018 and resolved to recommend to the Council the following:

- a. *That the Annual Financial Statements for the year ended 30 June 2018, be adopted.*
- b. *That the Annual Financial Statements for the year ended 30 June 2018, be dated 5 November 2018 and be signed on behalf of Elected Members by the Mayor.*
- c. *That the Asset Revaluations as set out in Table 1 of this report be adopted.*

### RELEVANT STRATEGIC DIRECTIONS & POLICIES

The Council’s Long Term Strategic directions are outlined in the *City Plan 2030 – Shaping our Future*. The 2017-2018 Annual Business Plan and supporting Budget set out the services and programs and initiatives for the 2017-2018 Financial Year.

The Council highlighted in the 2017-2018 Annual Business Plan, that financial sustainability was a high priority. In adopting the 2017-2018 Budget, the Council forecast an Operating Surplus of \$3.081 million for the 2017-2018 Financial Year.

### FINANCIAL AND BUDGET IMPLICATIONS

#### Statement of Comprehensive Income

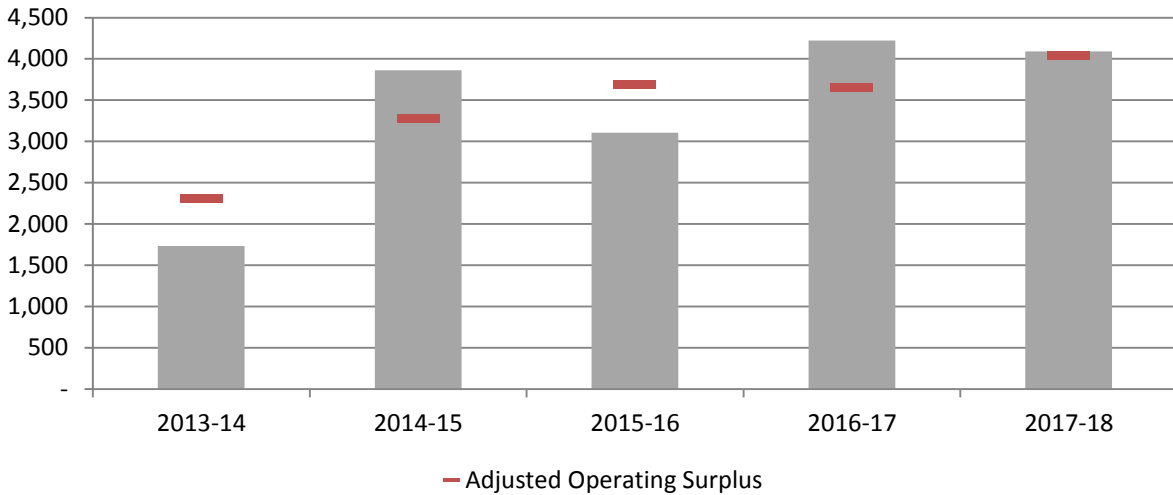
##### Operating Result

As detailed in Figure 1 below, the Council concluded the financial year with an Operating Surplus of \$4.092 million (2016-2017: \$4.222 million), a decrease of \$0.130 million or 3.1% on the 2016-2017 result. The primary driver for the decrease in reported Operating Surplus, is an increase in employee expenses arising from previously vacant staff positions being filled during 2017-2018.

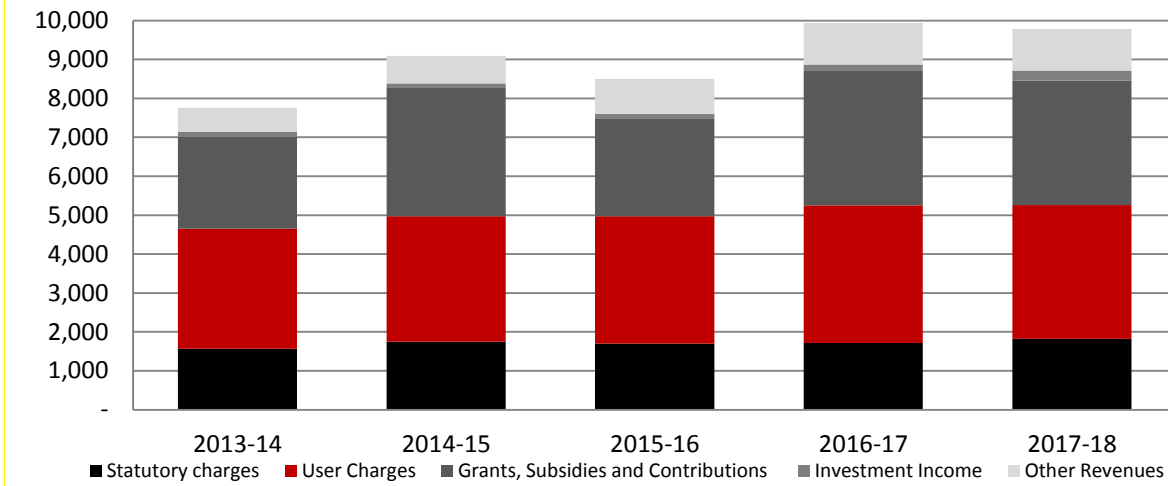
As the Elected Members are aware, the Federal Government has made advance payments of the Financial Assistance Grants. Adjusting for the effect of the advanced payments, the underlying Operating Surplus is \$4.044 million for 2017-2018, an 11% increase on the 2016-2017 Adjusted Operating Surplus of \$3.657 million.



**FIGURE 1: OPERATING SURPLUS (DEFICIT) - \$'000**



**FIGURE 2: NON-RATE REVENUES - \$'000**



As detailed in Figure 2 above, non-rate revenues have decreased by 1.5% (\$0.154 million) compared to the 2016-2017 financial year.

The factors contributing to the decrease is a reduction in Financial Assistance Grants, which decreased by \$355,000 compared to 2016-2017. During 2017-2018, the Council received the standard four (4) quarters of grant funding compared to six (6) quarters received in 2016-2017, which was due to an advance of two (2) Quarters in June 2017. Offsetting the reduction of Grant funding, Investment income was \$103,000 higher than 2016-2017. The increase was due to an increase in the balance of cash held on deposit with the Local Government Financing Authority.

The cost to deliver the Council's continuing services (i.e. Recurrent Operating Costs) increased by 1.5% (\$554,000) compared to 2016-2017. This increase was predominantly due to vacant staff positions being filled, and thereby resulting in an increase in employee expenses. These positions were budgeted for in 2016-2017 but just weren't filled in that Financial Year.

The Council incurred a net cost of \$128,000 (\$48,000 in 2016-2017) across twenty nine (29) Operating Projects (2016-2017: twenty (20) projects). The Major Operating Projects were:

- Building Maintenance & Painting Program;
- Review of the City's Flood Map and mitigation strategies;
- Hosting of the Adelaide Fashion Festival;
- Various Heritage, Cultural, Youth and Arts Programs and Festivals; and
- Hosting the start of a Stage of the Tour Down Under and associated street event.

Ownership costs, which incorporate interest paid on long term borrowings and depreciation, increased by 0.7% (\$59,000). The increase is attributed to depreciation costs.

#### Non-Operating Items

A Non-Operating Surplus of \$830,000 is reported for 2017-2018 (in 2016-2017 the Non-Operating Deficit was \$2.177 million). The 2017-2018 Non-Operating Surplus comprised of:

- Loss on Sale and Write off of Infrastructure Assets renewed as part of the Capital Works program. (\$910,000)
  
- Grant Income received for Capital Projects including \$1.741 million
  - Felixstow Reserve Project \$1.050 million
  - State Government Local Infrastructure \$200,000
  - Library Book Acquisition \$101,000
  - Beulah Road Bicycle Boulevard \$98,000
  - Kent Town Street Scape Project \$75,000

#### Other Comprehensive Income

Other Comprehensive Income comprises items of income and expenses that are not recognised in the Net Surplus (Deficit) for the year, as required or permitted by other Australian Accounting Standards, but are required by the Model Financial Statements. Such items include the impact of changes in asset values due to revaluations. The value of Other Comprehensive Income reported in the Statement of Comprehensive Income, is a Deficit of \$150 million.

The major factor contributing to the Deficit is the revaluation of the Councils' Land and Building assets. In line with the Council's Asset Revaluation Policy, independent valuations of the major long term asset classes are undertaken on a rolling five (5) year period. For the 2017-2018 financial year JLL Infrastructure Advisory Pty Ltd were appointed to undertake the independent valuation of the Council's Land and Building assets. The revaluation is the first independent review since revision of AASB13: Fair Value which requires the classification of assets into the fair value hierarchy. The Community Land classification of properties which impacts the ability of the Council to dispose of assets was taken into account and all Land and Building assets were subsequently reclassified to a Level 3 category. This resulted in a decrease of \$156 million in the valuation of this asset class.

#### **EXTERNAL ECONOMIC IMPLICATIONS**

Not Applicable.

#### **SOCIAL ISSUES**

Not Applicable.

#### **CULTURAL ISSUES**

Not Applicable.

## ENVIRONMENTAL ISSUES

Not Applicable.

## RESOURCE ISSUES

Not Applicable.

## RISK MANAGEMENT

Not Applicable.

## CONSULTATION

- **Elected Members**  
The Council's Audit Committee which comprises Mayor Robert Bria, Councillor John Minney and Councillor Kevin Shepherdson (and two (2) Independent Members Mr Peter Holms and Ms Julie Wobber), have been presented with the 2017-2018 Financial Statements and considered the Financial Statements at the Audit Committee meeting held on the 22 October 2018. The Committee has recommended that the Financial Statements be adopted and that the Financial Statements be signed by the Mayor and dated 5 November 2018.
- **Community**  
Not Applicable.
- **Staff**  
Responsible Officers, General Managers and the Council's External Auditors.
- **Other Agencies**  
Not Applicable.

## DISCUSSION

The 2017-2018 Annual Financial Statements have been prepared in accordance with *Australian Accounting Standards* as they apply to not-for-profit entities, other authoritative pronouncements of the *Australian Accounting Standards Board*, Interpretations and relevant South Australian legislation.

The Council's Audit Committee considered the 2017-2018 Financial Statements, together with a covering staff report at its meeting held on 22 October 2018 (refer to the minutes of this Audit Committee meeting held on the 22 October 2018). At that meeting, the Audit Committee resolved to recommend to the Council that the Annual Financial Statements for the year ended 30 June 2018, be adopted by the Council and the Mayor be authorised to sign the Statements.

A copy of the Financial Statements is contained in **Attachment A**.

In preparing the Financial Statements, the overriding requirement for all non-current assets, is that these assets be reviewed to determine whether the assets are in excess of their recoverable amount at balance date. The Council's Policy is that all major classes of non-current assets are independently valued every five (5) years. In the interim years, annual assessments are undertaken and, where appropriate, unit costs are revised based on the independent assessment of the unit rates.

The revaluation impact for each asset class is detailed in Table 1.

**TABLE 1: IMPACT OF ASSET REVALUATION**

Asset Class	Revaluation Increase/(Decrease) \$million	Comments
Land	(174.982)	Represents a 54.3% decrease in the Fair Value. This decrease is due to the revaluation undertaken during the year and the impact which Community Land Classifications has on the liquidity of the asset. That is, Community Land cannot be disposed of without revoking of the Community Land classification and as such, from a valuation perspective, the Community Land classification is effectively an encumbrance on the property, which in turn impacts on its value.
Buildings and Other Structures	18.547	Represents a 36.4% increase in the Fair value. This is due to the revaluation undertaken during the year.
Open space Assets	1.693	Represents a 30% increase in Fair Value, based on the condition assessment undertaken by Tonkin Consulting.
Road Infrastructure	0.941	Represents a 1.9% decrease in Fair Value based on a unit cost review by Tonkin Consulting.
Kerbing	2.483	Represents a 5.1% increase in Fair Value based on a unit cost review by Tonkin Consulting.
Footpaths	0.857	Represents a 3.4% increase in Fair Value based on a unit cost review by Tonkin Consulting.
Linear Park	0.010	Represents a 3.0% increase in Fair Value based on a unit cost review by Tonkin Consulting.
Stormwater Drainage	0.993	Represents a 2.9% increase in Fair Value, based on conditional assessment by Tonkin Consulting.
Off- Roads Carparks	0.052	Represents a 3.5% increase in Fair Value, based on a unit cost review by Tonkin Consulting.
Traffic Control Assets	0.098	Represents a 3.4% increase in Fair Value, based on a unit cost review by Tonkin Consulting.
<b>Total</b>	<b>\$150.421m</b>	

Overall, the revaluation decrease for the 2017-2018 financial year is \$150.421 million, compared to an increase of \$12.806 million for the 2016-2017 financial year. The decrease is predominately due to the first time application of the Australian Accounting Standard AASB13: Fair Value, and the consequent reclassification of the Council's land assets to Level 3 due to the Community Land Classification, which prevent the Council from disposing of the properties unless the Community Land Classification applying to each property is revoked.

The Audit Committee considered the Asset revaluations as detailed in Table 1 at its meeting held on 22 October 2018 and recommend to the Council that the valuations be adopted.

### Bad and Doubtful Debts

The Council's Accounts Receivable balance has been reviewed at the end of the financial year for the recoverability of the outstanding debts. The outstanding amounts which make up the reported Accounts Receivable balance are considered to be recoverable.

### OPTIONS

Not applicable

## CONCLUSION

The Council concluded the financial year with an Operating Surplus of \$4.092 million (2016-2017: \$4.222 million).

After Capital Items, which includes grant funding specifically for asset upgrades or renewals and asset disposals, the Council is reporting a Net Surplus of \$4.923 million (2016-2017: \$6.399 million).

The Council's External Auditor, BDO Advisory (SA) Pty Ltd, have completed the audit of the Council's Financial Statements and have advised that they will sign an unqualified Independent Auditors' Report in the prescribed form, upon the Presiding Member of the Audit Committee signing the "Council Certificate of Audit Independence" and the receipt of the signed Financial Statements.

There were no significant issues raised during the audit of this year's Financial Statements which would prevent the Council from adopting the 2017-2018 Financial Statement.

## COMMENTS

Nil

## RECOMMENDATION

1. That the following Fair Values as at 30 June 2018, after revaluations, for the year ended 30 June 2018, be adopted by the Council:
    - a. Land Assets be reflected in the Financial Statements at the Fair Value of \$164.9 million;
    - b. Building and Other Structures be reflected in the Financial Statements at the written down value of \$58 million;
    - c. Open Space Assets be reflected in the Financial Statements at the Written Down Value of \$15.1 million;
    - d. Road Infrastructure Assets be reflected in the Financial Statements at the Written Down Value of \$133.6 million;
    - e. Stormwater Drainage Assets be reflected in the Financial Statements at the Written Down Value of \$ 56.7 million;
    - f. Off-Road Car Park Assets be reflected in the Financial Statements at a Written Down Value of \$1.665 million;
    - g. Traffic Control Assets be reflected in the Financial Statements at the Written down Value of \$2.8 million; and
    - h. Linear Park Assets be reflected in the Financial Statements at the Written Down Value of \$0.797 million.
  2. That the Annual Financial Statements for the year ended 30 June 2018, be adopted.
  3. That the Annual Financial Statements for the year ended 30 June 2018, be dated 5 November 2018 and that Mayor Robert Bria, be authorised to sign the 2017-2018 Annual Financial Statements on behalf of the Council.
-

*Cr Shepherdson moved:*

1. *That the following Fair Values as at 30 June 2018, after revaluations, for the year ended 30 June 2018, be adopted by the Council:*
  - a. *Land Assets be reflected in the Financial Statements at the Fair Value of \$164.9 million;*
  - b. *Building and Other Structures be reflected in the Financial Statements at the written down value of \$58 million;*
  - c. *Open Space Assets be reflected in the Financial Statements at the Written Down Value of \$15.1 million;*
  - d. *Road Infrastructure Assets be reflected in the Financial Statements at the Written Down Value of \$133.6 million;*
  - e. *Stormwater Drainage Assets be reflected in the Financial Statements at the Written Down Value of \$ 56.7 million;*
  - f. *Off-Road Car Park Assets be reflected in the Financial Statements at a Written Down Value of \$1.665 million;*
  - g. *Traffic Control Assets be reflected in the Financial Statements at the Written down Value of \$2.8 million; and*
  - h. *Linear Park Assets be reflected in the Financial Statements at the Written Down Value of \$0.797 million.*
2. *That the Annual Financial Statements for the year ended 30 June 2018, be adopted.*
3. *That the Annual Financial Statements for the year ended 30 June 2018, be dated 5 November 2018 and that Mayor Robert Bria, be authorised to sign the 2017-2018 Annual Financial Statements on behalf of the Council.*

*Seconded by Cr Frogley and carried unanimously.*

## 11.6 ST PETERS CHILD CARE CENTRE & PRE-SCHOOL QUARTERLY REPORT – SEPTEMBER 2018

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**REPORT AUTHOR:** Director, St Peters Child Care Centre & Preschool  
**GENERAL MANAGER:** General Manager, Corporate Services  
**CONTACT NUMBER:** 8366 4585  
**FILE REFERENCE:** S/00913  
**ATTACHMENTS:** A

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### PURPOSE OF REPORT

The purpose of the report is to provide the Council with a status report on the activities of the St Peters Child Care Centre & Preschool, for year to date period ending 30 September 2018.

### BACKGROUND

The Centre has been in operation since 1976. The Centre is licenced for one hundred and five (105) long day care places per day, however to ensure that the Centre continues to provide high quality care, the number of available places is capped at ninety-four (94) places per day. The Centre provides care for babies from six (6) weeks old through to children aged up to and including five (5) years of age.

The Centre is an Approved Provider under the Education and Early Childhood Services (Registration and Standards) Act 2011 and the Education and Care Services National Regulations and Education and Early Childhood Services (Registration and Standards) Regulations 2011. The Centre was issued its Approved Provider Certificate on 25 June 2012, effective from 1 January 2012.

The Centre undertook its first round of Rating and Assessment under the new National Quality Standards in May 2016. The Centre received an overall rating of "Working Towards". In October 2018, the Centre undertook the second round of Rating and Assessment and there is up to a six (6) week wait till the Centre will receive the results of the assessment.

The Council has established a Committee comprising Elected Members and parents, which meets quarterly and acts under the Terms of Reference which the Council established for the Committee.

### RELEVANT STRATEGIC DIRECTIONS & POLICIES

This report informs the Council on the St Peters Child Care Centre & Preschool activities and supports Council attaining:

Outcome 1: Social Equity: A connected, accessible and pedestrian-friendly community

Objective 1: Convenient and accessible services, information and facilities.

Strategy 1.2: *Maximise access to services, facilities, information and activities.*

Strategy 1.3: *Design and provide safe, high quality facilities and spaces for people of all backgrounds, ages and abilities.*

Objective 4: A strong, health, resilient and inclusive community.

Strategy 4.2: *Encourage and provide opportunities for lifelong learning.*

Strategy 4.3: *Provide spaces and facilities for people to meet, learn and connect with each other.*

The Centre's policies and procedures are reviewed and updated over a twelve (12) month to two (2) year period, in line with National Quality Standards and the Centre's Continuous Review Policy

## FINANCIAL AND BUDGET IMPLICATIONS

For the year-to-date period ended 30 September 2018, the Centre is reporting an Operating Surplus of \$46,410, compared to an Adopted Operating Loss of \$18,668, a favourable variance of \$65,078.

The favourable result is primarily driven by the timing differences, against the budget in both the revenue and expenditure. The revenue budget for child care fees was based on 63 days of available care, when, for the first quarter, the Centre was open for 65 days.

From the expenditure perspective, employee costs are favourable to budget by \$27,148. Excluding the timing differences against the budget, the favourable variance is due to the management of the Educator to Child ratio to ensure the use of temporary staff is kept to minimum.

It is anticipated that these timing differences will be eliminated during the year.

The financial report for 2018-2019 is contained in **Attachment A**.

## EXTERNAL ECONOMIC IMPLICATIONS

While the information provided in this report has no direct external economic impact, it should be noted that the fees charged at the Centre from 1 July 2017, are within the mid to lower range charged by nearby competitors.

Table 1 sets out a comparison of fees with other nearby Centres, based on a benchmarking activity which was undertaken in September 2017.

**TABLE 1 – COMPARISON OF FEES EFFECTIVE AS AT 30 SEPTEMBER 2017**

<b>Child Care Centre</b>	<b>Daily</b>	<b>am</b>	<b>pm</b>
Precious Cargo (private centre)	\$109.00 (0-3 Years) \$97.50 (3-5 years)	N/A	N/A
Tree Tops Early Learning (private centre)	\$110.00(Under 3) \$105.00 (Over 3)	N/A	N/A
<i>St Morris Child Care Centre (community)</i>	\$99.50	\$50.50	\$48.00
<i>Magill Child Care Centre (community)</i>	\$87.00 (full-time care) \$100.00 per single day	\$66.00	\$61.00
<i>Good-start Early Learning Payneham (community)</i>	\$102.50 (0-2 Years) \$100.00 (2-3 Years) \$99.00 (3-5 Years)	N/A	N/A
St Peters Child Care Centre & Preschool (Council)	\$99.00	N/A	N/A
Adelaide Eastern Child Care Centre (community)	\$94.00	\$55.00	\$50.00
Margaret Ives (community)	\$100.00 (0-4 Years) \$65.00 (4-5 Years)	N/A	N/A

## SOCIAL ISSUES

The Centre actively promotes a policy of inclusion for all children and their families. Location of the Centre in a mixed use area, results in a potential client base of working parents who live and work in close proximity to the Centre.

The information provided in the report has no direct social issues which need to be considered.

## CULTURAL ISSUES

Not Applicable.



## ENVIRONMENTAL ISSUES

Not Applicable.

## RESOURCE ISSUES

Not Applicable.

## RISK MANAGEMENT

Not Applicable.

## CONSULTATION

- **Elected Members**  
Not Applicable
- **Community**  
Not Applicable
- **Staff**  
Not Applicable
- **Other Agencies**  
Not Applicable

## DISCUSSION

### Staff Numbers

The Centre is required by the National Quality Standards to maintain a minimum Educator to Child Ratio at all times. The minimum Educator to Child ratios is detailed in Table 2.

**TABLE 2 – MINIMUM EDUCATOR TO CHILD RATIOS**

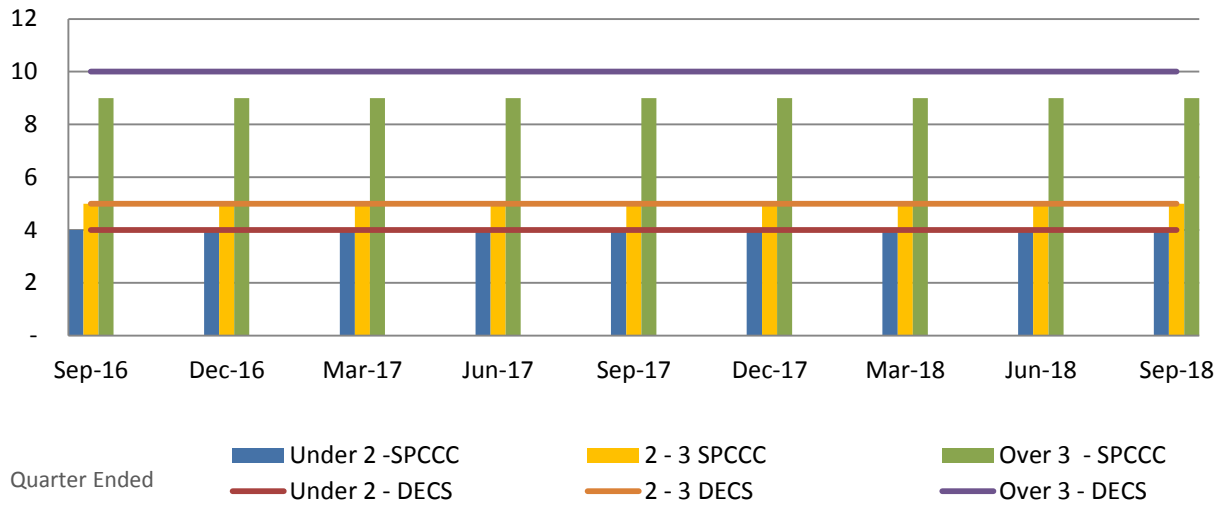
Age Grouping	Educator to Child Ratio
0-24 months	1:4
25 months – 36 months	1:5
37months to 5 years	1:10

As illustrated in Figure 1, as at the end of September 2018, the Centre continues to exceed the Educator to Child ratio in the Over Three's (3) only. Due to the strong demand for places in the three (3) and under age group, without appointing additional staff, it is difficult for the Centre to exceed the minimum Educator to Child ratio within this age group, while maintaining full Centre capacity.

To meet the required Educator to Child ratios, the minimum Full-time Equivalent Educator positions within the Centre are:

- Under 2's 7.00 FTE
- 2's to 3's 6.00 FTE
- Over 3's 4.00 FTE

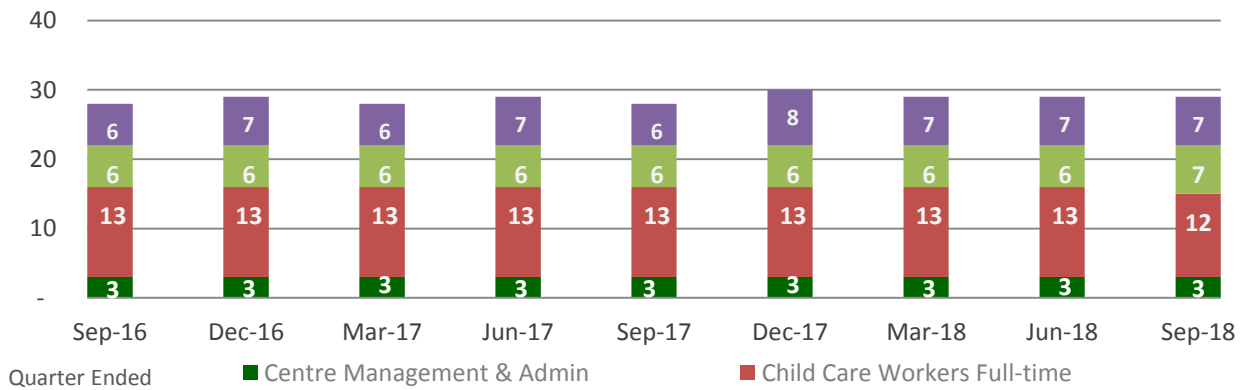
**FIGURE 1: EDUCATOR TO CHILD RATIOS**



To ensure the ongoing continuity of care, during periods of staff absences, the Centre utilises Educators from within the casual pool. Not only does this ensure that children are cared for by familiar Educators when their primary care givers are absent from the Centre, it ensures that operational costs are maintained, as there is less reliance on engaging temporary contract staff through temporary contract labour hire agencies to cover absences.

The staff numbers have kept relatively steady since the opening of the new room from 2016. The Centre has total 29 employees, which consist of 3 management and administration staff, 12 full-time, 7 part-time, and 7 casual staff as shown in Figure 2.

**FIGURE 2: STAFF NUMBERS BY EMPLOYMENT CATEGORY**



\* The Casual Child Care Workers includes staff working in rooms and all relief staff

**Child Numbers**

The Centre is licensed for a maximum of 105 children daily however to ensure a high quality of care and the current staffing numbers, the daily attendance numbers are capped at 94 per day. To maximise the capacity of the Centre, the mix of the numbers per age group may change on a needs basis. The Centre currently has capacity for up to 28 under two (2) year olds, up to 30 two (2) to three (3) year olds and up to 36 over three (3) year olds.

The average number of children for which services were provided is detailed in Table 3 below.

**TABLE 3 – CHILD NUMBERS**

Age of Child	Staffing Ratio	Number Allowed at the Centre (maximum)	Average Number of Children per day	
			This Year	Last Year
<b>Under Twos (2)</b>				
6 weeks to 24 months	1:4	12	11.33	11.40
6 weeks to 24 months	1:4	16	16.73	15.12
<b>Over Twos (2)</b>				
2 years to 3 years	1:5	15	12.35	13.95
2 years to 3 years	1:5	15	14.58	14.35
<b>Over Threes (3)</b>				
3 years to 4 years	1:10	18	17.75	18.16
4 Year to 5 years	1:10	18	17.81	17.41
<b>Total</b>		94	90.55	90.39
<b>Budget</b>			<b>90.00</b>	<b>90.00</b>
<b>Number of sessions where 90 children attended for the quarter</b>			<b>39 days out of a total of 65 days</b>	<b>58 days out of a total of 60 days</b>

While the Centre is licenced for 105 long day care places, to ensure that the Centre continues to provide above standard quality care, the Centre has limited the number of available places to an average of 94. To meet demand of peak days, the number of spaces has been increased to 98 places per day for Tuesday and Wednesday's. While the Centre has capped the number of available spaces to 94, due to a recent increase in new Centres being opened within the area, the 2018-2019 budget has been set at 90 places.

The utilisation of the Centre for the September Quarter is at 100% of the Centres budgeted capacity. The year-to- date utilisation (98.7%) is largely impacted by limited demand for care on Monday's and Friday's. Due to the number of new Childcare Centres being established within the area and generally throughout Metropolitan Adelaide, maintaining the Centre at capacity is difficult. It should be noted that the surrounding established Centres are also feeling the impact of the increasing number of Childcare Centres opening up throughout the region.

Despite lower than desired capacity, feedback received from within the industry is that the Centre is the preferred option for long day Childcare.

**OPTIONS**

Not Applicable

**CONCLUSION**

The St Peters Child Care Centre & Pre-school is recognised as a leader in the provision of high quality child care. It is expected that this will continue. The Centre on average for the September quarter has 90 children accessing the service on a daily basis, with an expectation that this will increase throughout the year. Despite the increase in licenced places the Centre continues to maintain a waiting list for 2019, with a significant proportion of these referrals coming from word of mouth.

**COMMENTS**

Nil

**RECOMMENDATION**

That the report be received and noted.

*Cr Duke moved:*

*That the report be received and noted.*

*Seconded by Cr Moore and carried unanimously.*

## 11.7 NORWOOD CONCERT HALL – QUARTERLY PERFORMANCE REPORT – SEPTEMBER 2018

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**REPORT AUTHOR:** Manager, Norwood Concert Hall  
**GENERAL MANAGER:** General Manager, Corporate Services  
**CONTACT NUMBER:** 8366 4585  
**FILE REFERENCE:** S/00416  
**ATTACHMENTS:** A

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### PURPOSE OF REPORT

The purpose of this report is to provide the Council with a status report on the activities of the Norwood Concert Hall, the first three (3) months of the 2018-2019 Financial Year ending September 2018.

### BACKGROUND

The Concert Hall caters for events of all sizes, including Adelaide Fringe productions, international concerts, corporate meetings, school productions, cabaret acts and weddings.

As a concert venue, the main hall can seat between 150 and 790 in luxurious surroundings. The stage measures 15m x 16m, making it the second largest in the State.

### RELEVANT STRATEGIC DIRECTIONS & POLICIES

This report informs the Council on the Norwood Concert Hall activities and supports Council attaining:

#### **Outcome 1: Social Equity**

Objective 1: Convenient and accessible services and facilities.

*Strategy: Maximise access to services, facilities, information and activities*

*Design and provide safe, high quality facilities and spaces which encourage use by people of all backgrounds, ages and level of ability*

#### **Outcome 2: Cultural Vitality**

Objective 1: A visually interesting, artistic and creative City.

*Strategy: Provide opportunities and facilities for creative expression for all age groups*

Objective 5: Dynamic community life in public spaces and precincts.

*Strategy: Host and facilitate community events & activities.*

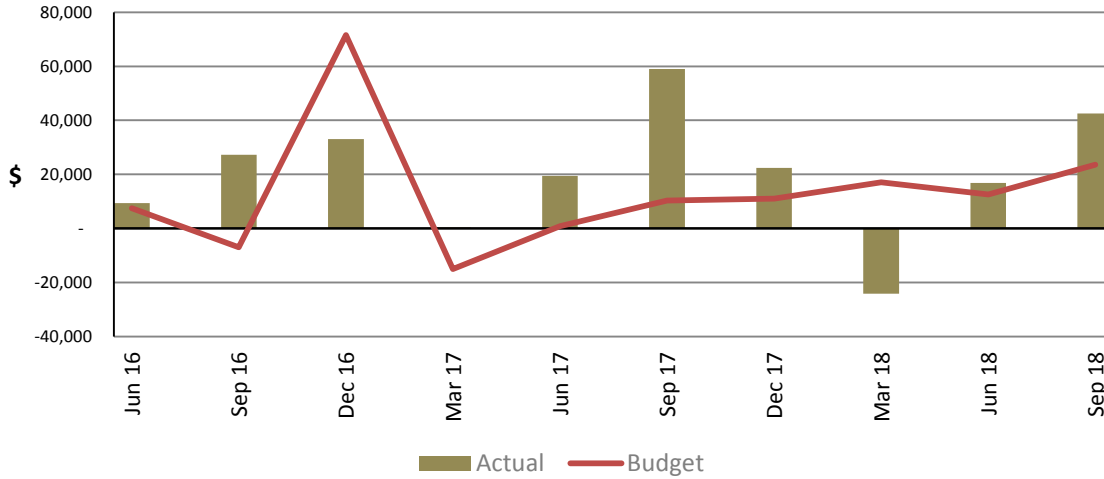
### FINANCIAL AND BUDGET IMPLICATIONS

#### **Financial Performance**

During the First Quarter of 2018-2019 Financial Year, the Norwood Concert Hall is reporting an Operating Surplus of \$42,533, a favourable variance of \$18,936 against the Adopted budget of \$23,597. The major driver for the favourable variance is due to the nature of the hires, with more commercial events being held during the First Quarter than anticipated in the 2018-2019 Adopted budget and timing issues associated with receipt of invoices for equipment hire which were received in October 2018.

Figure 1 below provides details of the Norwood Concert Hall’s Quarterly operating result from June 2016.

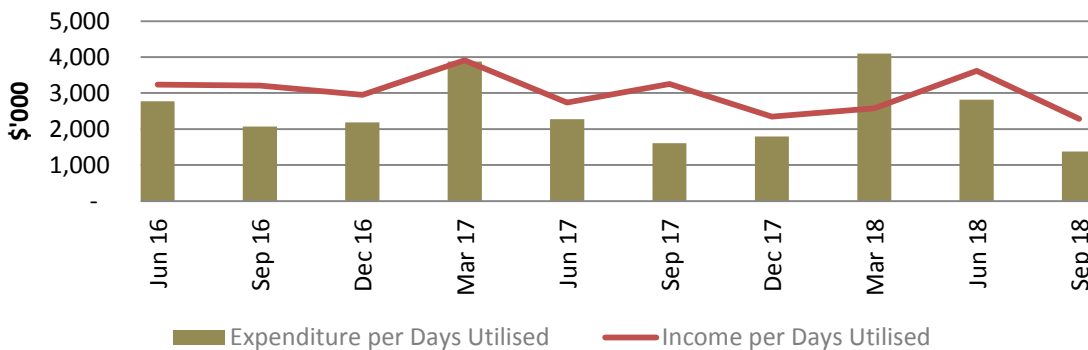
**Figure 1: OPERATING SURPLUS/ (DEFICIT)**



For the September Quarter, the average income per day in which the Norwood Concert Hall was utilised was \$2,284 and the average expenditure per day is \$1,379 resulting in an average surplus per day of \$905. These averages are unfavourable when compared to the same period last year which had an average surplus per day of \$1,640. This is due to the smaller scale events which have been held this Quarter which has resulted in an increased number of “bump in” and rehearsal dates for which lower hire fees are charged. In 2017, there was one significant multiday hire, which boosted the average income per hire.

Figure 2 below provides details of the average income and expenditure per day utilised from June 2016.

**Figure 2: AVERAGE INCOME AND EXPENDITURE PER DAYS UTILISED**



**EXTERNAL ECONOMIC IMPLICATIONS**

This report provides information on the performance of the Norwood Concert Hall for the September Quarter and the preparation of this report has no direct external economic implications.

Activities, events and functions conducted at the Concert Hall attract visitors to The Parade which in turn results in increased activity within the surrounding area and should result in increased revenues for traders, especially cafes and restaurants. A schedule of events is prepared each month and emailed to over twenty-five (25) restaurant/cafés to inform them of timing of the events and expected audiences. All businesses are invited to request this schedule.

## **SOCIAL ISSUES**

The approved Council Fee structure provides community and not-for-profit hirers with discounted fees for the hire of a high quality facility to encourage creative expression by people of all backgrounds, ages and levels of ability.

## **CULTURAL ISSUES**

Nil.

## **ENVIRONMENTAL ISSUES**

The operations of the Norwood Concert Hall are aligned to the requirements of the Council's Waste Management System and Environmental Management System.

## **RESOURCE ISSUES**

Nil.

## **RISK MANAGEMENT**

Working weight limits for the lighting and fly bars has been determined by an external engineering firm to ensure overloading does not occur.

## **CONSULTATION**

- **Elected Members**  
Not Applicable.
- **Community**  
Not Applicable.
- **Staff**  
Nil.
- **Other Agencies**  
Not Applicable.

## **DISCUSSION**

The Norwood Concert Hall and Don Pyatt Hall have been registered as an Adelaide Fringe venue and potential participants have been offered a discounted hire package to encourage increased usage during this traditionally quiet period. This could result in more events and high attendance rates which will in turn promote the Concert Hall as a desirable venue for the 2020 season. To date, twenty five (25) performers have registered for events to be hosted either the Norwood Concert Hall or Don Pyatt Hall.

During the 2018-2019 Financial Year, the Council budgeted to develop a specific website and Facebook page for Norwood Concert Hall to promote the venue to potential local, interstate and overseas hirers and for the general public to find out about upcoming events. The website is nearing completion and will include a virtual tour of the space. The general public will be able to subscribe to the website to receive alerts for upcoming events.

**Bookings Ended 30 September 2018**

A variety of events including commercial, not for profit, community and Council events were held over 47 days during the first quarter of 2018-2019 Financial year, which represents an increase of eight (8) days compared to the same period in 2017-2018. Comparative data for each hire category is shown in Figure 3.

The number of commercial bookings, compared to the same quarter last year, is significantly higher due in part to Pelican Production’s children’s theatre performance which was held over fourteen (14) days and Pembroke School’s high school performance which was held over ten (10) days. Seymour College returned for a second time to hold their music night and the Cheryl Bradley Dance Studio performed for the first time as did Mercedes College. Gospo Enterprises held two (2) well received concerts and was a highlight of the Quarter.

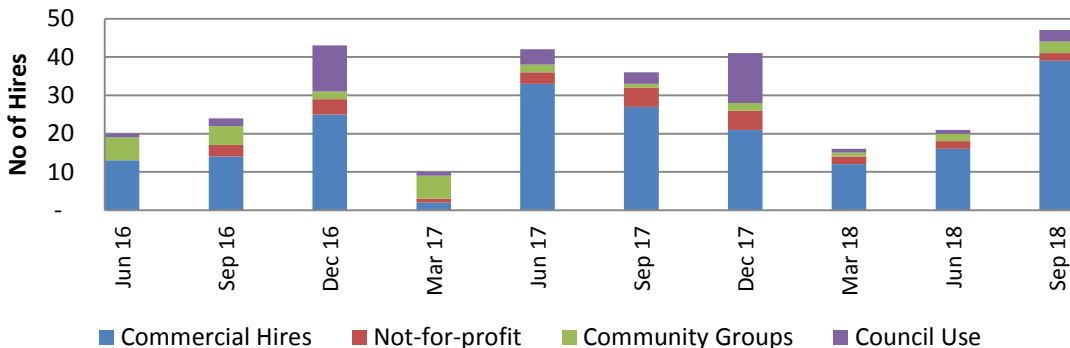
Notable Community hires included Fusion Pops, who will be returning in February for two (2) Fringe concerts and a sold out motivational speaker session was held by The Brahma Kumaris.

The Council’s Library Services, in conjunction with Dillon Bookstore, hosted an author talk and book signing by AJ Finn which attracted good audience numbers.

Not-for-profit organisation, The Graham F Smith Peace Foundation’s event, involving school students from the wider community demonstrating peace through the performing arts, was a huge success and they have booked the venue to hold the event again in 2019. Rooh Punjab’s cultural event again sold out to capacity in September.

Audience attendance rates totalled over 16,500 for the quarter.

**Figure 3: OCCUPANCY**



**Future Bookings**

Future bookings are very good for the October, November and December. As in October 2018, fifty-three (53) contracted days of hire has been booked which surpasses 2017’s forty-one (41) bookings. Annual hires have remained consistent compared to the same period last year however, there has been an increase in ad hoc one-off commercial hires.

There are a number of highlights for the Second Quarter. A rock performance will be held on 29 December 2018, as part of the Latvian Festival which is set to draw a sold out crowd at a time when the Concert Hall would traditionally be closed.

John Edward will be holding four (4) readings in November, which are most likely to sell out to a 780 seat capacity. As this event is only being held in Norwood, it will bring large numbers of people from across South Australia.



The Council's Library Services will be hosting another author event and book signing by famous author Mark Zusak and again, tickets for this event are selling extremely well. Other interesting upcoming events include four (4) ballet concerts performed by the well-respected South Australian Children's Ballet and Marrayatville Primary School's musical in which all of the 610 students from the school will be participating. Open Access College, a college which educates students living in remote areas, will be holding their first Awards Ceremony at the Concert Hall and Mia Freedman from Mamamia will be presenting 'The Lady Start-up Tour' for women looking to start a small business.

**OPTIONS**

Not Applicable.

**CONCLUSION**

Nil.

**COMMENTS**

Nil.

**RECOMMENDATION**

That the report be received and noted.

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*Cr Wormald moved:*

*That the report be received and noted.*

*Seconded by Cr Marcuccitti and carried unanimously.*

## **Section 3 – Governance & General Reports**

## 11.8 REPORTS OUTSTANDING

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**REPORT AUTHOR:** Chief Executive Officer  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 83664520  
**FILE REFERENCE:** Nil  
**ATTACHMENTS:** A

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### **PURPOSE OF REPORT**

As part of the Organisation's management system, a Reports Outstanding List will be prepared on a monthly basis. The purpose of the List is to keep track of any reports that have been requested and the status of those reports.

A copy of the List is contained in **Attachment A**.

### **BACKGROUND**

Nil

### **DISCUSSION**

Nil

### **RECOMMENDATION**

That the report be received and noted.

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*Cr Stock moved:*

*That the report be received and noted.*

*Seconded by Cr Moore and carried unanimously.*

## 11.9 CHRISTMAS – NEW YEAR OFFICE CLOSURE

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**REPORT AUTHOR:** Chief Executive Officer  
**GENERAL MANAGER:** Not Applicable  
**CONTACT NUMBER:** 8366 4539  
**FILE REFERENCE:** S.3024  
**ATTACHMENTS:** Nil

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### PURPOSE OF REPORT

The purpose of this report is to seek the Council's endorsement of opening/closure arrangements for the 2018 Christmas-New Year period.

### BACKGROUND

The longstanding practice of this Council is to observe Public Holidays during the Christmas-New Year period. That is, the Principal Office at the Norwood Town Hall is open for business on all days of the year except Public Holidays.

This year, the Christmas Day and Boxing Day Public Holidays fall on Tuesday 25 December and Wednesday, 26 December 2018, with Monday, 24 December (Christmas Eve), being a normal work day.

Based on past practice, the Council's Principal Office would be open on Monday, 24 December 2018. Given the 2018 Public Holiday arrangements, it has been determined to not open the Principal Office on 24 December 2018.

The Council has delegated its powers and authority to the Chief Executive Officer to determine the hours which the Principal Office of the Council will be open to the public. However, given that the proposition for 2018 involves a change from normal practice, the Council's endorsement is sought.

### RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable.

### DISCUSSION

Pursuant to Section 45 of the *Local Government Act 1999* (the Act), the Council must be open for the transaction of business during hours determined by the Council. These provisions have been delegated to the Chief Executive Officer.

Councils across South Australia have different arrangements regarding the Christmas-New Year period and these are generally based on the location of the Principal Office and custom and practice. Some Councils have always remained closed during the Christmas-New Year period, for example, the Campbelltown City Council, the City of Prospect, the City of Tea Tree Gully and the Town of Walkerville will be closed from Friday 21 December 2018 and will reopen on Wednesday 2 January 2019.

At the time of writing this report, the Cities of Burnside and Unley had not determined their Christmas/New Year.

The City of Mitcham will close at 12.30pm on Friday 21 December 2018 and will reopen on Wednesday 2 January 2019. The City of Charles Sturt will be open on 24 December and will be closed on 31 December. The City of Port Adelaide Enfield on the other hand will remain open at all times other than the Public Holidays.

This Council has traditionally operated on the basis of opening during the Christmas-New Year period, other than on Public Holidays.

The demand for services during this period varies, however, given the arrangements for the 2018 Public Holidays (ie, Christmas Day and Boxing Day) and that Christmas Eve falls between the weekend and the 2018 Public Holidays, it is unlikely that significant business will be transacted on this day.

As such, it is proposed to close the Principal Office on 24 December 2018.

Notwithstanding the delegations which have been made to the Chief Executive Officer pursuant to the Act, the Council should consult with its community if there is any significant change to arrangements which have been made by the Council. In this respect, it is considered that the closure of the Principal Office on Monday, 24 December 2018, is not significant. However, a notice of the closure will be provided to the community (ie via the Messenger Newspapers, the Council's website, and Council Facilities) and respective staff will as usual be available in the event of emergencies.

Staff will be required to take Leave (either Annual Leave, Rostered-days-off or Time-off-in-Lieu) on Monday, 24 December 2018.

### **RECOMMENDATION**

That the closure of the Principal Office on Monday, 24 December 2018 be endorsed.

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*Cr Shepherdson moved:*

*That the closure of the Principal Office on Monday, 24 December 2018 be endorsed.*

*Seconded by Cr Dottore and carried.*

## 12. ADOPTION OF COMMITTEE MINUTES

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**REPORT AUTHOR:** General Manager, Governance & Community Affairs  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4549  
**FILE REFERENCE:** Not Applicable  
**ATTACHMENTS:** A - B

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### PURPOSE OF REPORT

The purpose of the report is to present to the Council the Minutes of the following Committee Meetings for the Council's consideration and adoption of the recommendations contained within the Minutes:

- St Peters Child Care Centre & Pre-School Committee – (22 October 2018)  
(A copy of the Minutes of the St Peters Child Care Centre & Pre-School Committee meeting is contained within **Attachment A**)
- Audit Committee – (22 October 2018)  
(A copy of the Minutes of the Audit Committee meeting is contained within **Attachment B**)

### ADOPTION OF COMMITTEE MINUTES

- **St Peters Child Care Centre & Pre-School Committee**

*Cr Moore moved that the minutes of the meeting of the St Peters Child Care Centre & Pre-School Committee held on 22 October 2018 be received and that the resolutions set out therein as recommendations to the Council are adopted as decisions of the Council. Seconded by Cr Marcuccitti and carried unanimously.*

- **Audit Committee**

*Cr Shepherdson moved that the minutes of the meeting of the Audit Committee held on 22 October 2018 be received and that the resolutions set out therein as recommendations to the Council are adopted as decisions of the Council. Seconded by Cr Frogley and carried.*

**13. OTHER BUSINESS**

**13.1 Thank You to Retiring Councillors**

*Cr Moore moved:*

*That Council extends its thanks and appreciation to Cr Lucy Marcuccitti, Cr John Frogley and Cr Paul Wormald, for all their work during their respective terms on the Council and in the community and the Council wishes them all the best for the future.*

*Seconded by Cr Whittington and carried unanimously.*

**13.2 Mayor Bria – Valedictory Speech**

On the occasion of the last Ordinary Meeting of the current term of the Council, Mayor Bria extended his sincere appreciation and thanks to all the Elected Members for their contributions, commitment and dedication over the last four (4) years.

Mayor Bria, on behalf of the Elected Members, also extended his thanks and sincere appreciation to the Council's staff and in particular the Chief Executive Officer and General Managers, for their work, professionalism and outputs over the last four (4) years.

The Mayor's comments were followed by acclamation.

**13.3 Chief Executive Officer – Valedictory Speech**

The Chief Executive Officer extended his thanks and appreciation, on behalf of all staff, to Mayor Bria and Elected Members for their leadership, support and commitment.

The Chief Executive Officer also extended his personal thanks and sincere appreciation to Mayor Bria and all the Elected Members and thanked Cr Paul Wormald, Cr John Frogley and Cr Lucy Marcuccitti for their individual and collective contributions to the work of the Council.

The Chief Executive Officer's comments were followed by acclamation.

**14. CONFIDENTIAL REPORTS**

## 14.1 COUNCIL RELATED MATTER

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### RECOMMENDATION 1

That pursuant to Section 90(2) and (3) of the Local Government Act, 1999 the Council orders that the public, with the exception of the Council staff present, be excluded from the meeting on the basis that the Council will receive, discuss and consider:

(b) information the disclosure of which –

- (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is proposing to conduct business and prejudice the commercial position of the council; and
- (ii) would, on balance, be contrary to the public interest;

and the Council is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.

### RECOMMENDATION 2

Under Section 91(7) and (9) of the Local Government Act 1999 the Council orders that the report, discussion and minutes be kept confidential for a period not exceeding 12 months, after which time the order will be reviewed.

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*Cr Dottore moved:*

*That pursuant to Section 90(2) and (3) of the Local Government Act, 1999 the Council orders that the public, with the exception of the Council staff present [Chief Executive Officer, General Manager, Governance & Community Affairs, General Manager, Urban Planning & Environment, General Manager, Urban Services, General Manager Corporate Services and Administration Officer, Governance & Community Affairs], be excluded from the meeting on the basis that the Council will receive, discuss and consider:*

*(b) information the disclosure of which –*

- (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is proposing to conduct business and prejudice the commercial position of the council; and*
- (ii) would, on balance, be contrary to the public interest;*

*and the Council is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.*

*Seconded by Cr Knoblauch and carried.*

*Cr Shepherdson moved:*

*Under Section 91(7) and (9) of the Local Government Act 1999 the Council orders that the report, discussion and minutes be kept confidential for a period not exceeding 12 months, after which time the order will be reviewed.*

*Seconded by Cr Knoblauch and carried unanimously.*



**15. CLOSURE**

There being no further business, the Mayor declared the meeting closed at 9.42pm.

\_\_\_\_\_  
**Mayor Robert Bria**

**Minutes Confirmed on** \_\_\_\_\_  
(date)