

Council Meeting Agenda & Reports

4 April 2022

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.*

City of Norwood Payneham & St Peters
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City of
Norwood
Payneham
& St Peters

31 March 2022

To all Members of the Council

NOTICE OF MEETING

I wish to advise that pursuant to Sections 83 and 87 of the *Local Government Act 1999*, the next Ordinary Meeting of the Norwood Payneham & St Peters Council, will be held in the Council Chambers, Norwood Town Hall, 175 The Parade, Norwood, on:

Monday 4 April 2022, commencing at 7.00pm.

Please advise Tina Zullo on 8366 4545 or email tzullo@npsp.sa.gov.au, if you are unable to attend this meeting or will be late.

Yours faithfully



Mario Barone
CHIEF EXECUTIVE OFFICER

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City of
**Norwood
Payneham
& St Peters**

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VENUE Council Chambers, Norwood Town Hall

HOUR

PRESENT

Council Members

Staff

APOLOGIES

ABSENT

1. **KAURNA ACKNOWLEDGEMENT**
2. **OPENING PRAYER**
3. **CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON
23 MARCH 2022**
4. **MAYOR'S COMMUNICATION**
5. **DELEGATES COMMUNICATION**
6. **QUESTIONS WITHOUT NOTICE**
7. **QUESTIONS WITH NOTICE**

**7.1 QUESTIONS WITH NOTICE – THE PARADE & GEORGE STREET SCRAMBLE CROSSING -
SUBMITTED BY CR KEVIN DUKE**

NOTICE OF MOTION: The Parade & George Street Scramble Crossing
SUBMITTED BY: Cr Kevin Duke
FILE REFERENCE: qA1040 qA62339
ATTACHMENTS: Nil

BACKGROUND

Cr Duke has submitted the following Questions with Notice:

1. What were the total legal expenses incurred by Council with regard to The Parade and George Street Scramble Crossing?
2. Is this matter out of confidence and able to be conveyed to the public?

REASONS IN SUPPORT OF QUESTION

Nil

RESPONSE TO QUESTION

PREPARED BY GENERAL MANAGER, GOVERNANCE & COMMUNITY AFFAIRS

Judicial Review Proceedings - Parkade Pty Ltd and 166 The Parade Pty Ltd

In June 2020, Parkade Pty Ltd and 166 The Parade Pty Ltd represented by Botten Levison Lawyers, filed an *Originating Application for Review* (the Application) (ie judicial review proceedings), in respect to the Council's decision made at its meeting held on 18 December 2019, regarding The Parade and George Street *Scramble Crossing* (the *Scramble Crossing*).

Notwithstanding the legal proceedings which were in place as a result of the action taken by Parkade Pty Ltd and 166 The Parade Pty Ltd, on 17 September 2020, the Council's Chief Executive Officer attended a meeting with the Chief Executive Officer of the Department of Infrastructure & Transport (DIT), at the request of the Chief Executive Officer of DIT, regarding the *Scramble Crossing*.

At this meeting, the Council's Chief Executive Officer was advised that a decision had been made to construct dedicated right hand turn lanes to accommodate filtered turns in conjunction with the introduction of the *Scramble Crossing* and that an "agreement" had been reached between the State Government and Parkade Pty Ltd and 166 The Parade Pty Ltd, to fund and construct these works.

Immediately following the meeting, a letter dated 17 September 2020, was emailed to the Council's lawyers, KellidyJones by Botten Levinson Lawyers, advising of the "agreement" which it was asserted had been made between the State Government and Parkade Pty Ltd and 166 The Parade Pty Ltd. In addition, Parkade Pty Ltd and 166 The Parade Pty Ltd sought an order to discontinue the judicial review proceedings against the Council with no order as to costs. This was on the basis that due to the "agreement" being reached with the Minister for Infrastructure and Transport, the proceedings were then 'otiose' (ie. serving no practical purpose or result) and each party should bear the costs that they had incurred to that point.

Subsequently, a request from the Council was forwarded to Botten Levinson Lawyers seeking information from Botten Levinson Lawyers to assist the Council in understanding how and on what basis the said “agreement” was reached between Parkade Pty Ltd and 166 The Parade Pty Ltd and the Minister. The Council requested the following information from both Botten Levinson Lawyers and DIT:

1. *copies of all documents that your clients rely upon in asserting the existence of the agreement with the Minister, including, but not limited to, letters, emails and other communications that support the creation, negotiation and/or entering into the said agreement;*
2. *a copy of the Minister’s decision that is referred to in paragraph 4 of your letter;*
3. *details of any powers exercised by the Commissioner of Highways (‘Commissioner’) in accordance with Section 26 of the Highways Act 1926 (‘the Act’), and*
4. *details of any direction the Minister has given to the Commissioner under Section 13 of the Act.*

No information regarding the “agreement” or documentation (ie a plan of the proposed works), was provided to the Council either by DIT or Botten Levinson Lawyers.

On 12 October 2020, Parkade Pty Ltd and 166 The Parade Pty Ltd agreed to discontinue the proceedings against the Council on the basis that costs be reserved and as such, on 14 October 2020, the Final Order of Discontinuance with no order to costs was issued by the Supreme Court of South Australia. Noting however that the Council had incurred costs associated with the judicial review proceedings instigated by Parkade Pty Ltd and 166 The Parade Pty Ltd.

Pre-Action Disclosure Proceedings – The Council

On the basis that the Council did not receive any information regarding the “agreement” or documentation, on 14 October 2020, the Council lodged an application for pre-action disclosure. The Affidavit for Pre-Action Disclosure was subsequently served upon the Minister for Infrastructure and Transport, Commissioner of Highways and Botten Levinson Lawyers.

On 28 October 2020, a response in relation to the Affidavit for Pre-Action Disclosure was filed in the Supreme Court by the Minister for Infrastructure and Transport and the Commissioner of Highways. A response was also filed by the Department for Infrastructure and Planning’s, Director, Legal and Statutory Services, in support of the Minister’s and Commissioner of Highways’ response.

The response filed on behalf of the Minister for Infrastructure and Transport and the Commissioner of Highway, stated that:

- 1.1.2.1 *The Applicant is not entitled to be consulted or given procedural fairness in respect of any authorisation given by the Second Respondent to the Third and Fourth Respondent in respect of a road that the Second Respondent has the care, control and management of under the Highways Act 1926 (SA);*

Notwithstanding the above, the Department’s Director, Legal and Statutory Services indicated that there were in excess of 500 documents which would fall within the scope of the application for pre-action disclosure.

Put simply, the end result was that whilst there did appear to be a number of documents which related to the matter, neither the Minister for Infrastructure and Transport or the Commissioner for Highways, had any intention of providing any information or documentation to the Council regarding the arrangements with Parkade Pty Ltd and 166 The Parade Pty Ltd.

As the Council was unable to obtain clear and unequivocal answers from the Minister and the Commissioner and the inconsistencies in the responses provided by the parties, including the assertion by the Crown Solicitor’s Office that a decision had not been made with respect to the inclusion of right-turn lanes, yet at the same time advised that DIT had in excess of 500 documents relevant to the Council’s Affidavit for Pre-Action Discovery. The Council was left no alternative but to consider its position on behalf of the community.

Essentially, as the owner of the road and in the absence of any consultation with the Council, the Council had been “*denied procedural fairness and an extraneous decision has been made to its detriment.*”

On 11 November 2020, the Council resolved to commence judicial review proceedings against the Minister for Infrastructure and Transport and/or the Commissioner of Highways in relation to The Parade and George Street Scramble Crossing.

Judicial Review Proceedings – The Council

On 23 June 2021, the Council's legal proceedings against the Minister for Infrastructure and Transport and the Commissioner of Highways and Parkade Pty Ltd and 166 The Parade Pty Ltd commenced in the Supreme Court, before the Hon Justice Parker.

Following three (3) days of proceedings from 23 June until 25 June 2021, on Friday, 2 July 2021, the Hon Justice Parker dismissed the Council's Application for Review.

The injunction preventing the commencement of any works to The Parade/George Street intersection was also lifted.

In delivering his decision to dismiss the Council's Application, the Hon Justice Parker did not provide his reasons for his decision. He did however advise that he would provide his written reasons within the next few weeks.

The usual manner of delivering a decision associated with court proceedings is to provide written reasons (ie the "judgment"). The written reasons provide the rationale for the decision and are the basis of the judgment. The written reasons also provide the basis of being able to determine if there are grounds to appeal.

The absence of written reasons (and no indication at all from the Hon Justice Parker of the reasons for the decision), created a frustrating and difficult situation for the Council as it was not clear on what basis the decision was made to dismiss the Council's Application.

On 12 July 2021, to protect the Council's position, the Council resolved to lodge a a Notice of Appeal with the Court of Appeal. It was also felt that the lodgement of the Notice of Appeal may place pressure on the Minister, the Commissioner of Highways and the private traders, to refrain from undertaking roadworks until the Appeal was determined or otherwise resolved.

Notice of Appeal – The Council

The Notice of Appeal was filed with the Court of Appeal on 22 July 2021.

On 12 August 2021, the Hon Justice Parker provided his written reasons in support of his Judgment which was delivered on 2 July 2021.

On 27 September 2021, following consideration of the Hon Justice Parker's written reasons in support of the decision, an analysis of the Judgment which was undertaken and the legal advice which was provided by the Council's lawyers, the Council resolved to discontinue the Appeal.

From the commencement of the legal proceedings, the Council was cognisant that this matter has far more broader implications for Local Government in South Australia than just this Council. For every Council where the Commissioner of Highways has decision-making powers over roads in a Local Government Area, the manner in which the Commissioner makes decisions that affect a Local Government area, and how the Commissioner engages with the local Council when making such decisions, is relevant to all Councils in South Australia.

The decision to discontinue the Appeal was made acknowledging that whilst the Appeal was worthy of progressing in terms of clarifying the matter for Local Government, it would not result in the Council achieving its outcome – to retain the previous configuration of the intersection and to retain The Parade's ambience and "sense of place".

Legal Costs

The Council's legal costs were \$186,736.00

In addition, the Council paid the following settlement costs:

- \$120,000 to Parkade Pty Ltd and 166 The Parade Pty Ltd in full and final settlement of the matter; and
- \$115,000 to the Crown Solicitor's Office in full and final settlement of the matter.

This matter is now finalised and all Council documentation, with the exception of legal advice provided to the Council by the Council's lawyers, relating to the matter is no longer confidential.

8. DEPUTATIONS

8.1 DEPUTATION – USE OF JOSLIN RESERVE

REPORT AUTHOR: General Manager, Governance & Community Affairs
GENERAL MANAGER: Not Applicable
CONTACT NUMBER: 8366 4549
FILE REFERENCE: qA1041 qA63849
ATTACHMENTS: Nil

SPEAKER/S

Mr Nick Brook

ORGANISATION/GROUP REPRESENTED BY SPEAKER/S

Not Applicable.

COMMENTS

Mr Nick Brook has written to the Council requesting that he be permitted to address the Council in relation to the use of Joslin Reserve.

In accordance with the *Local Government (Procedures at Meetings) Regulations 2013*, Mr Nick Brook has been given approval to address the Council.

9. PETITIONS
Nil

10. WRITTEN NOTICES OF MOTION
Nil

11. STAFF REPORTS

Section 1 – Strategy & Policy

Reports

11.1 CONCEPT PLAN FOR THE DUNSTAN ADVENTURE PLAYGROUND

REPORT AUTHOR: Project Manager, Urban Design & Special Projects
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4506
FILE REFERENCE: qA76253
ATTACHMENTS: A - D

PURPOSE OF REPORT

The purpose of this report is to present to the Council for its consideration and endorsement, the draft Concept Plan which has been developed for the Dunstan Adventure Playground in St Peters.

BACKGROUND

Dunstan Adventure Playground is located adjacent to Winchester Street and Eleventh Avenue, St Peters and is bordered by dwellings and the River Torrens Linear Park. Dunstan Adventure Playground is approximately 5,000 square metres in size and is split over two (2) levels (i.e. street level and Linear Park level). The existing play equipment includes a long metal slide down the hill slope, climbing equipment, various swings, swinging log, monkey bars, suspended rope bridge, rope tower and flying fox. There is a small car park located at the north-eastern corner of the reserve, but no toilets. The landscaping primarily comprises of mature eucalyptus trees and small grassed areas. The O-Bahn public transport corridor runs adjacent to the playground and Stephen Terrace is the closest main road, which connects the City of Norwood Payneham & St Peters with the Town of Walkerville.

The Dunstan Adventure Playground was built by the former Town of St Peters and opened on 18 September 1976. The Playground is named in honour of the late local Member of Parliament, the Hon Don Dunstan, who was the Premier at the time and assisted by securing the State Government to allocate funds of \$23,000 towards the original project.

Dunstan Adventure Playground is a high profile reserve within the City, however the undulating nature of the site on which the playground is located and the age and condition of the equipment has resulted in safety issues. Given the playgrounds prominence in the community, connection with the River Torrens Linear Park and the adventure theme it is already known for, the redevelopment of Dunstan Adventure Playground has the opportunity to further enhance the significance of this space as a regional playground.

As part of the 2021-2022 Budget, the Council allocated \$100,000 to prepare a concept design, detail design and construction documentation for the Dunstan Adventure Playground. Subsequently, Clover Green Space was appointed in November 2021, to prepare the concept design, detail design and construction documentation for the Project.

This report outlines the process undertaken in the development of the draft Concept Plan and the key elements and recommendations for the Dunstan Adventure Playground Redevelopment (the Project). The Council's endorsement of the draft Concept Plan is now sought prior to progressing the Project to the detail design and construction documentation stages.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

The relevant Outcomes and Objectives of the Council's *City Plan 2030, Shaping Our Future Mid Term Review 2020* are provided below.

Outcome 1: Social Equity

An inclusive, connected, accessible and friendly community.

Objective 1.1 Convenient and accessible, services, information and facilities.

Objective 1.3 An engaged and participating community.

Objective 1.4 A strong, healthy, resilient and inclusive community.

Outcome 2: Cultural Vitality

A culturally rich and diverse City, with a strong identity, history and sense of place.

Objective 2.2 A community embracing and celebrating its social and cultural diversity.

Objective 2.4 Pleasant, well designed, and sustainable urban environments.

Outcome 4: Environmental Sustainability

A leader in environmental sustainability.

Objective 4.2 Sustainable streets and open spaces.

Objective 4.3 Thriving and healthy habitats for native flora and fauna.

The Dunstan Adventure Playground Redevelopment aligns with the following Council strategies and plans.

Open Space Strategy

The Council's *Open Space Strategy* designates Dunstan Adventure Playground as a 'Regional Open Space' in the hierarchy of open space. The Regional Open Space designation refers to areas of open space which attract people from outside the Council area and appeal to a wider cross-section of the community. For Dunstan Adventure Playground, this attraction is due to its size, special features (i.e. big slide) and location along the River Torrens / Karrawirra Pari Linear Park Trail.

In regards to the Dunstan Adventure Playground, the *Open Space Strategy* recommends providing toilets and upgrading the fencing along Winchester Avenue with bollards so that pedestrian and bicycle access is further encouraged, but vehicle access remains restricted.

Playground Strategy

The Council's *Playground Strategy Report* classifies Dunstan Adventure Playground as a Level 1 (Regional) playground and also identifies it as one (1) of five (5) 'innovative playgrounds' within the City of Norwood Payneham & St Peters to be developed to a higher standard and have a particular theme or character. Dunstan Adventure Playground is recommended to maintain and strengthen its adventure theme and cater for both young and older aged children.

The *Playground Strategy* recommends the following ideas and directions for Dunstan Adventure Playground:

- address equipment quality and safety issues;
- upgrade the existing equipment and incorporate other adventure based innovations (within safety requirements);
- further integrate shade and landscaping;
- improve disability access;
- manage trees and avoid *Eucalyptus* tree branches from overhanging playground equipment; and
- improve signage and promotion.

FINANCIAL AND BUDGET IMPLICATIONS

The *2021-2031 Long-term Financial Plan* includes \$1 million for the redevelopment of the Dunstan Adventure Playground, which is inclusive of design and construction costs. The project budget included in the *Long-term Financial Plan* was set prior to any site investigations or design work being undertaken, and includes \$450,000 secured as part of the State Government's *Open Space Grant Funding Program*.

On this basis, the Council allocating the following expenditure for the Project:

- 2021-2022: \$100,000 (design); and
- 2022-2023: \$900,000 (construction).

A recently prepared cost estimate for the Concept Plan undertaken by Chris Sale Consulting (Cost Consultants) indicates that the Project construction cost may actually be in the vicinity of \$1.65 million to \$1.75 million. The estimate is based upon a traditional lump sum contract and cost escalations in the market, but excludes latent conditions and cost escalation beyond 2022.

In addition to the current construction budget allocation of \$900,000, there is approximately \$385,000 allocated for asset renewal of the existing playground equipment, which would bring the total construction budget available for the Project to \$1.285 million.

A number of strategies will be considered as part of the detail design and construction documentation stages to manage the Project within the available budget. Value management will be undertaken to reduce project costs, where practical. In addition and where possible, Council staff will seek additional external funding from Federal and/or State Government partners (e.g. Green Adelaide) for components of the Project. In this respect, some proposed Project components, such as the path realignment and lighting, may be able to be undertaken as part of the River Torrens Linear Park Trail Project.

EXTERNAL ECONOMIC IMPLICATIONS

Recent State and Federal Government stimulus funding for infrastructure projects has created a large demand for professional services, consultants and contractors to undertake projects. The high demand has resulted in a shortage of labour and materials in some industries, with some companies turning down work or advising significant delays to complete work or supply materials. COVID-19 and the War in the Ukraine are also having an impact on the availability of goods and inflation. It is expected that the market will be less competitive and that costs will continue to escalate over the short to medium term.

SOCIAL ISSUES

Local residents have reported cars parking at the playground after hours on occasion and possible suspicious anti-social behaviours and activities. It is therefore recommended that lighting is installed in the car park as part of the Project. There is also an expectation from the wider community that the Project will include a public toilet.

CULTURAL ISSUES

Currently, there are no formally identified Aboriginal sites in the Dunstan Adventure Playground. However, it is acknowledged that the River Torrens / Karrawirra Pari is an important natural resource that was traditionally utilised by the Kaurna people for water, fish and other foods, materials and camping places. It is also acknowledged that Aboriginal sites or objects may exist in the proposed redevelopment area.

The Council's former Cultural Heritage Officer prepared a site history for the Dunstan Adventure Playground in December 2021, a copy of which is contained in **Attachment A**. The project site history identifies an important Kaurna burial site nearby, on the southern side of the Tennyson Bridge at the corner of Tenth Avenue and Stephen Terrace. This burial site includes the service station, residential houses on Tenth Avenue and extends downstream along the River Torrens / Karrawirra Pari past the Gilberton Swing Bridge to the St Peters Billabong and the Hackney Caravan Park.

ENVIRONMENTAL ISSUES

The project site history (contained in **Attachment A**) explains that in 1956-1957, the South Australian Highways Department widened the Tennyson Bridge on Stephen Terrace. The engineering works involved major earthworks and dumping of materials. A rubbish tip and depot on the site of the Dunstan Adventure Playground, was established circa this time by the Town of St Peters. Not only was material from the construction site around the Tennyson Bridge deposited there, incinerated refuse material from the East Torrens Destructor Trust in Norwood was used to build up river embankments in this area.

As part of the design process, a preliminary soil assessment for the Dunstan Adventure Playground site was undertaken in December 2021. Five (5) locations across the site were core drilled and sampled to determine both the geotechnical properties and chemical status of underlying soils. At the five (5) locations investigated, it was found that:

- topsoil material is present to an average depth of 0.2 metres below the ground surface;
- below the topsoil layer, there are a number of uncontrolled fill layers containing clays, silts, sands and gravels with numerous non-soil inclusions (i.e. contaminants) in the form of ash, cinders and fragments of bricks, asphalt and some refuse;
- uncontrolled fill materials range in depth from 1.9 metres to in excess of 4.0 metres below ground surface; and
- chemical analysis indicates the presence of contamination by polycyclic aromatic hydrocarbons (or PAHs, which is a class of chemicals that occur naturally in coal, crude oil and gasoline and which result from the burning of these resources) in fill materials at a depth of 1 metre below ground level. The PAH concentration present at one (1) location indicated a potential for unacceptable risk to human health if the impacted fill materials were to be accessible to site users as surficial soil.

Site contamination has been identified as a project risk. However, it should be noted there is currently no evidence to indicate an unacceptable risk to human health as known contamination is too deep to be accessed by or come into contact with recreational users at the site.

To better understand and identify the contamination risks, Council staff and the design team are currently working with environmental consultants to ascertain the extent of contamination across the site and develop strategies and a plan for any handling and movement of soils identified with elevated concentrations of contaminants, identify remedial and physical controls should contaminated soil materials be required for on-site reuse and minimise disposal of contaminated soils. The project team will also review the design during the detail design and documentation stages in an attempt to minimise earthworks and excavation on site as one of the risk control strategies.

RESOURCE ISSUES

The Council's staff are managing the delivery of the Project. Clover Green Space has been engaged by the Council and is leading a multi-disciplinary consultant team to undertake the concept and detail design and documentation for the Project.

Council staff and consultants have recently been impacted by COVID-19 quarantine and isolation requirements resulting in a loss of productive work time and delays to the Project. As a result, the forecasted project delivery timeframe has been revised as indicated in **Table 1** below.

TABLE 1: PROJECT DELIVERY TIMEFRAME

<i>Milestone</i>	<i>Original Date</i>	<i>Revised Date</i>
Development of Concept Plan	December 2021	April 2022
Detailed Design & Documentation	April 2022	July 2022
Tendering and Assessment	July 2022	September 2022
Construction Start	August 2022	October 2022
Construction End	December 2022	May 2023

Council Staff have notified the State Government's Open Space Team of the potential delay to the project and requested a variation to the grant deed so that the expiry date is changed from 1 January 2023 to 1 July 2023. The Open Space Team has advised that given the completion date is still nine (9) months away, that the Council revisits the timing of the delivery of the Project in the third quarter of 2022 and seeks an extension of time at this point, if required.

RISK MANAGEMENT

Risks associated with external economic conditions and environmental and resource issues have been discussed in previous sections. A Safety in Design Report and Risk Management Plan will be prepared and updated regularly during the detailed design and documentation phases for the Project.

COVID-19 IMPLICATIONS

The COVID-19 pandemic has created changed external economic and social conditions. The Dunstan Adventure Playground will support the State's economic growth and jobs in design, engineering and construction related industries. Good quality open space is important for the recreation and mental health needs of the local community.

CONSULTATION

- **Elected Members**

A workshop with Elected Members was held on 1 March 2022. At this workshop, consultants from Clover Green Space presented the community engagement process and outcomes as well as two (2) early concept design options. The preferred concept design option with general comments from the workshop is contained in **Attachment B**.

- **Community**

The community consultation and engagement strategy and process to develop the Concept Plan for the Project included:

- postcard distribution on Tuesday 23 November 2021 to 1632 households in St Peters and Joslin (a copy of which is contained in **Attachment C**). Approximately 800 additional postcards were delivered to households in Stepney, Evandale and College Park on Friday 26 November 2021.
- online information available on the Council's website, including a survey which was available from Tuesday 23 November 2021 to Tuesday 14 December 2021;
- a community information session held at the Dunstan Adventure Playground on Saturday 4 December 2021; and
- a consultation activity with students from the Adelaide East Primary School on Thursday 2 December 2021.

A detailed description of the community engagement activities and analysis of community comments and input is available on pages 7-16 of the draft Concept Design Report, a copy of which is contained in **Attachment D**.

Due to the restricted timeframe available to deliver this Project, a streamlined consultation process was adopted. The community consultation and engagement was held at the start of the Project to ascertain the community's expectations. A second round of consultation is not proposed. However, the Concept Design Report will be made available on the Council's website for public information and all consultation participants will be notified of the status of the Project following the Council's decision.

- **Staff**

Relevant staff members from the Economic Development & Strategic Projects, City Assets and City Services units have been involved in providing input to the project. Relevant staff will continue to be involved through the detailed design and documentation, procurement and construction stages of the Project.

- **Other Agencies**

The Kaurna Yerta Aboriginal Corporation (KYAC) has been notified of the Project. Two (2) engagement workshops have been held with KYAC directors to ensure that any potential Aboriginal heritage sites or objects are protected at the Dunstan Adventure Playground site. Additionally, the Project team has been working with KYAC to appropriately identify and develop project outcomes which will recognise and celebrate Kaurna heritage and history as outlined in *City Plan 2030, Shaping Our Future Mid Term Review 2020, Strategy 2.2.1*.

DISCUSSION

The process undertaken by Clover Green Space to develop the Concept Plan and which is detailed in the draft Concept Design Report (contained in **Attachment D**) is set out below:

1. review site history information and existing site conditions;
2. undertake site investigations to identify site issues and opportunities;
3. prepare community engagement materials and participate in community engagement activities, including consultation with local school students and Kurna stakeholders;
4. review, analyse and summarise community and stakeholder input;
5. develop design principles and key design themes informed by community and stakeholder input;
6. develop the draft concept design options;
7. workshop the draft concept design options with Kurna stakeholders and Elected Members; and
8. revise and refine the draft concept design options to develop a Concept Plan for Council endorsement.

The proposed Concept Plan is illustrated on page 20 of the draft Concept Design Report contained in **Attachment D**. The section detail (page 21), 3D visualisations (pages 22-23), precedent imagery (page 24, 27-28), art and interpretation opportunities (pages 25-26) contained in the draft Concept Design Report further illustrate the design intent, elements and materials proposed for the Dunstan Adventure Playground Redevelopment.

The Concept Plan for the Dunstan Adventure Playground Redevelopment proposes:

- improvement to the Playground entry at Winchester Street, including removal of the existing chain mesh fencing and installation of bollards to the park edge, new paving and signage;
- creation of a safer shared path connection between the Playground and the River Torrens Linear Park Trail, including new path lighting;
- retention of the existing rope bridge and climbing structure at the lower level of the Playground, which are in good condition;
- replacement and upgrade of existing play equipment to comply with Australian Standards, including:
 - a 19 metre long, stainless steel slid with a new entry tower,
 - a flying fox cableway;
 - two (2) sets of swings; and
 - in-ground trampoline(s).
- introduction of natural play elements, including boulders and balancing logs, climbing posts, running water feature, and rock and log hill scramble.
- installation of public toilets, picnic settings and shelters, barbecue and additional park furniture (e.g. seats, bike racks);
- integration of art and interpretation opportunities to recognise Kurna culture and language; and
- new tree plantings, irrigation system and landscaping.

The Concept Plan proposes rock terracing to better stabilise the existing steep embankment that separates the two (2) playground levels and to do this in a way that blends with the surrounding environment and encourages 'adventure' play and interaction. The inclusion of toilets and picnic facilities will allow people to spend longer periods of time using the Playground and interacting with nature. New graded paths, rubber softfall and play equipment will create a more accessible and inclusive playground for a wider range of ages and abilities to enjoy. Importantly, an iconic slide and other beloved play elements such as swings and a flying fox will be included as desired by the community.

Improvements to the existing car park were considered as part of the upgrade. Unfortunately, the size of the carpark cannot be increased without loss or damage to several mature trees. The existing carpark also cannot be made more efficient in order increase off-street car parking capacity. As a result, there are no changes proposed to the existing car park. However, the entry improvements will create better separation and safety for pedestrians and motorists. Additionally, a light is proposed for the car park to create a well-lit environment after dark.

OPTIONS

The Council has three (3) options available.

Option 1

The Council can resolve to endorse the Concept Plan for the Dunstan Adventure Playground Redevelopment, which will enable the detail design and construction documentation to be progressed.

The Concept Plan was developed by the Council's Consultant (Clover Green Space) using a robust and detailed consultation process ensuring Elected Members, key Council staff, Kaurna stakeholders and the wider community were given an opportunity to identify the key issues which needed to be considered and addressed and provide input into the playground elements and features to be included in the Redevelopment.

Given the current condition of the Playground, community expectations and the fact that the State Government has contributed \$450,000 towards the redevelopment of the Dunstan Adventure Playground, it is recommended that the Council endorses the Concept Plan contained in **Attachment D**.

Option 2

The Council can resolve not to endorse the Concept Plan for the Dunstan Adventure Playground. If the Concept Plan is not endorsed, the Project cannot promptly progress to detail design and construction documentation. Discontinuation or delay to the Project will likely require the Council to forfeit the State Government's *Open Space Grant Program* funding and disappoint community expectations. For these reasons, this option is not recommended.

Option 3

The Council can amend the Concept Plan for the Dunstan Adventure Playground and endorse the amended Concept Plan. However, if any amendments are proposed, the potential effects to the Project budget and delivery timeframe and community expectations should be considered.

Option 1 is the recommended option.

CONCLUSION

The process used in the developing the draft Concept Plan, the relevant details pertaining to the key elements of the draft Concept Plan, and the proposed funding and risks to the delivery of the Project have been set out in this report. The Council's endorsement of the draft Concept Plan is now sought. This will enable the project team to progress to the detail design and documentation stage of the Project.

COMMENTS

Nil.

RECOMMENDATION

1. That the Concept Plan for the redevelopment of the Dunstan Adventure Playground, which is included in the Concept Design Report contained in Attachment D to this report, be endorsed by the Council.
2. That the Chief Executive Officer be authorised to make any minor amendments to the Dunstan Adventure Playground Concept Design Report resulting from consideration of this report, and as necessary to finalise the document in a form suitable for public release.
3. That the Council notes that staff will now instruct Clover Green Space to commence the detail design and construction documentation stages of the Project based on the endorsed Concept Plan and supporting information in the Dunstan Adventure Playground Concept Design Report.

Attachments – Item 11.1

Attachment A

Concept Plan for the Dunstan Adventure Playground

City of Norwood Payneham & St Peters
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City of
**Norwood
Payneham
& St Peters**

Information on Dunstan Adventure Playground

Prepared by Denise Schumann, Cultural Heritage Consultant, City of NPSP (2021)

1.0 Introduction

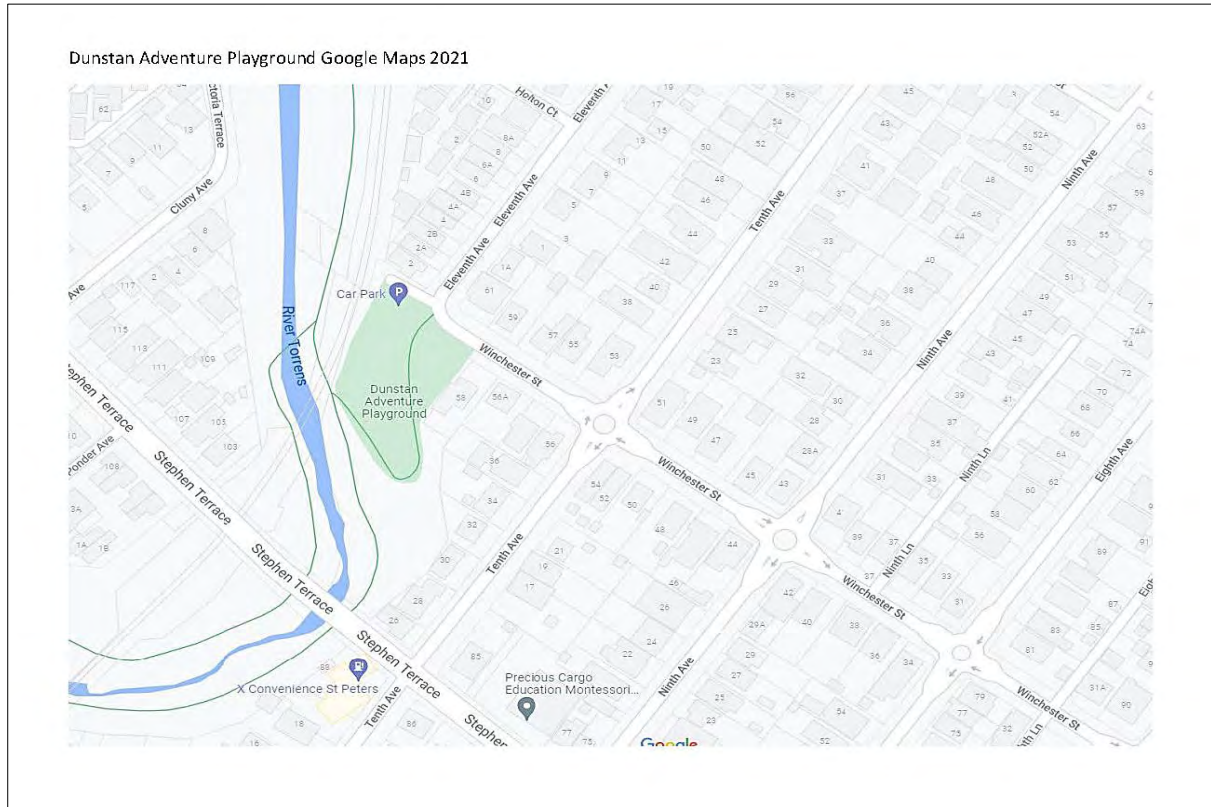
Research has been undertaken to help identify Aboriginal sites of cultural heritage sensitivity regarding the area now known as Dunstan Adventure Playground, Winchester Street, St Peters. A desktop search has been conducted of existing documentation:

- Central Archive Register of Aboriginal Sites and Objects maintained by Aboriginal Affairs and Reconciliation Division (DSD-AAR)
- Internal corporate archives of the City of Norwood, Payneham & St Peters
- Restricted Aboriginal Cultural Heritage survey reports
- Photographs, maps and other documents relating to the history of the area.

Research has been conducted with respect to determining significant events of European occupation since 1836 which may impact on the development, or any future development of the site now referred to as Dunstan Adventure Playground in Winchester Street, St Peters. The following sources have been consulted:

- Internal corporate archives of the City of Norwood, Payneham & St Peters
- State Library of South Australia
- SAILIS Land Services SA
- Photographs, maps and other documents relating to the history of the area.

1.1 Site Map Location of Dunstan Adventure Playground Winchester Street, St Peters



2.0 General Research – Kurna Occupation

The Aboriginal people of the Adelaide Plains are referred to as the 'Kurna' (Edwards 1972, Tindale 1974, Groome and Irvine 1981, Hemming 1990). This self-identification was adopted by the Kurna in the 1990s following several anthropological studies and archaeological reports across the Adelaide metropolitan area.

For over 40,000 years the Kurna Miyurna were custodians of an area from Crystal Brook in the north, to Cape Jervis in the south and inland from Gulf St Vincent to the western scarp of the Mt Lofty Ranges.

The Kurna Miyurna were distinguished by their unique language, customs, spiritual understandings and attachment to Country. They were divided into groups with obligations and responsibilities for *pangkarra*.

Learning about culture began in childhood and continued into adulthood. This knowledge was recognised as the basis of an individual's authority and was held in sacred trust from one generation to another. Totemic connections and kinship determined how relationships were to be conducted.

Lore was central to Kurna life and was pivotal to Kurna beliefs. This complex system of cultural beliefs and practices was conveyed through stories, ceremonies and caring for Country. The Kurna possessed an intimate knowledge of the cycles of life and death, of the earth's seasons, and the movement of stars and other heavenly bodies. They were responsible to creator ancestors who designed and decreed how all forms of life were to coexist and how all life passed between two worlds.

2.1 Kauwi

The way in which waters run or drain was a crucial semiotic feature of Kurna life and its survival, and of the social structures that existed within differing ecological zones. *Kauwi* referred to rivers, creeks, springs, lagoons, reed beds, estuaries and the coastal waters of Gulf St Vincent.

Rivers, creeks and springs connected the Kurna to Country through ecology and cosmology. The Kurna carefully managed the resources of the fragile riverine and coastal environment of the Adelaide Plains for millennia.

Life-sustaining *Kauwi* was essential on earth and in the sky world where the Milky Way was known as *Wodliparri*. In the dark spaces of *Wodliparri* was *Yurda* who was associated with secret-sacred rites and river formation. The celestial river reflected the *Karrawirra Parri* (River Torrens) and was a focus for important ceremonial rituals. More than lines on a map these rivers and creeks were songlines with rights, responsibilities and relationships that sustained a complex web of life and obligations on death. Sacred sites were part of this cycle.

2.2 Karrawirra Parri and St Peters

Karrawirra Parri is the Kurna name for the River Torrens that runs through the heartland of Kurna traditional country and was officially recognised under dual naming legislation in November 2001.

'Karrawirra' refers to the once abundant 'redgum forest' (*karra* is 'redgum' + *wirra* is 'forest') on Adelaide plains adjacent the River Torrens and its tributary creeks – First, Second, Third, Fourth and Fifth Creeks - the Kurna names for these creeks was not recorded at the time of colonisation. *Parri* is the Kurna word for 'river' (Teichelmann & Schurmann 1840).

Areas such as St Peters and adjoining locations along the *Karrawirra Parri* provided an environment that supplied crucial resources. This included the ancient forests of *Eucalyptus camaldulensis* used by the Kurna for shelters, for fires and implement-making and so were prime areas for camping and ceremonial grounds.

In pre-European times *Eucalyptus camaldulensis* was part of the Karrawirra Parri environment whether the river was permanent or seasonal. These ancient forests were most extensive on grey heavy clay soils of the riverbanks at Hackney, St Peters and Walkerville and on the floodplains such as at Felixstow which were subject to frequent or periodic flooding.

Eucalyptus camaldulensis was prevalent where subsoils were moist and heavily laden with clay content. In pre-European times, *Eucalyptus camaldulensis* lined the creeks which crisscrossed the Adelaide Plains from the western scarp of the Mt Lofty Ranges to Karrawirra Parri - the channels of sandy watercourses commonly forming ribbon stands but sometimes extending over extensive areas of regularly flooded flats.

The ancient forests of *Eucalyptus camaldulensis* in Hackney, St Peters and Walkerville supplied the Kaurna with resources for ceremonial artefacts, funeral biers and firewood for burials. The clay soils of the river were also a source of ochre for Kaurna ceremony. The Karrawirra Parri was also the location for major Kaurna burial grounds because in certain areas the soft sandy soils were easy to excavate to create burial mounds.

2.3 Kaurna Significant Sites and the Dunstan Adventure Playground

Currently, there are no formally identified Aboriginal sites in the actual project location of the Dunstan Adventure Playground - located along the eastern bank of the Karrawirra Parri on the northern side of Stephens Terrace and bordered by Winchester Street, St Peters.

However, the project site is near an important Kaurna burial site on the southern side of the Tennyson Bridge at the corner of Tenth Avenue and Stephens Terrace. This site includes the service station, residential houses on Tenth Avenue and extends downstream along the Karrawirra Parri past the Gilberton Swing Bridge to the St Peters Billabong and the Hackney Caravan Park.

“The Adelaide tribe also had a burying ground on the south side of the banks of the Torrens, near Walkerville. [Mr. Mitchell] remembers that some 50 years ago the blacks used to bury their dead on this spot, which he believes was the property of the South Australian Company. The bodies were put in shallow graves, and various ceremonies were performed by the tribe.

These ceremonies were of a most sacred nature, and no white man was allowed to witness them. The blacks subsequently visited the graves and lighted fires, which were kept burning for weeks. A large number of blacks were buried at this place, which ceased to be a necropolis about 47 years ago”

The Advertiser 6 July 1902

There are considerable written historical records documenting the presence of this significant Kaurna burial site on Stephen Terrace next to the Tennyson Bridge which highlights the fact that this location is highly sensitive.

Any development work occurring in the surrounding precinct area must be mindful of the cultural heritage significance of the area around the Tennyson Bridge to the Kaurna.

2.3 Adjacent O-Bahn Burial Site Tennyson Bridge area north and south 1984

THE O-BAHN RUNS INTO MORE TROUBLE**Burial site
desecrated,
says group**

Skeletons of the Aboriginal Kurna tribe have been disturbed from their St Peters burial site by work on the O-Bahn busway, according to a group opposed to the project.

The claim was made yesterday by the Bahn the Busway Coalition, which claims to represent "several thousand" residents of the St Peters-Walkerville area.

Members of the group at the weekend daubed graffiti on worksite buildings on the proposed Linear Park around the River Torrens and removed survey pegs placed to guide bulldozers.

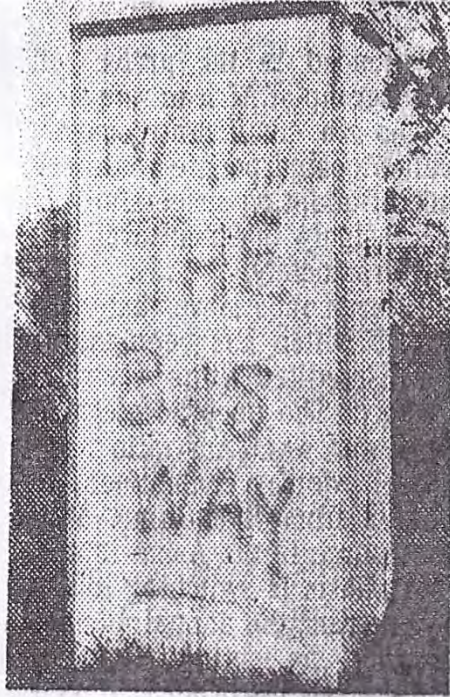
Slogans read: "Bahn the busway. Don't bust the river."

The protest occurred near the Tennyson Bridge at Stephen Terrace, St Peters.

A group spokesman, who did not want to be named, said the burial site was being desecrated by work on the busway, and called on the Government to stop work immediately.

"Quite a number" of skeletons had been removed from the area in the past week, the spokesman said.

He called on the Minister of Aboriginal Affairs, Mr Crafter, to act for the preservation of the-burial site and to



A slogan daubed on a worksite toilet on the O-Bahn project.

tell the public what had become of the remains. "We are concerned that the heart is being torn out of sections of the Torrens River Valley under the guise of a flood mitigation program," the spokesman said.

Landscaping for the proposed Linear Park was in reality designed to protect the O-Bahn track from rising waters.

The Government also was "allowing the bulldozing of the heritage-listed valley contrary to Federal heritage legislation."

Mr Crafter and the Minister of Transport, Mr Abbott, could not be contacted for comment yesterday.

Advertiser 14/5/84

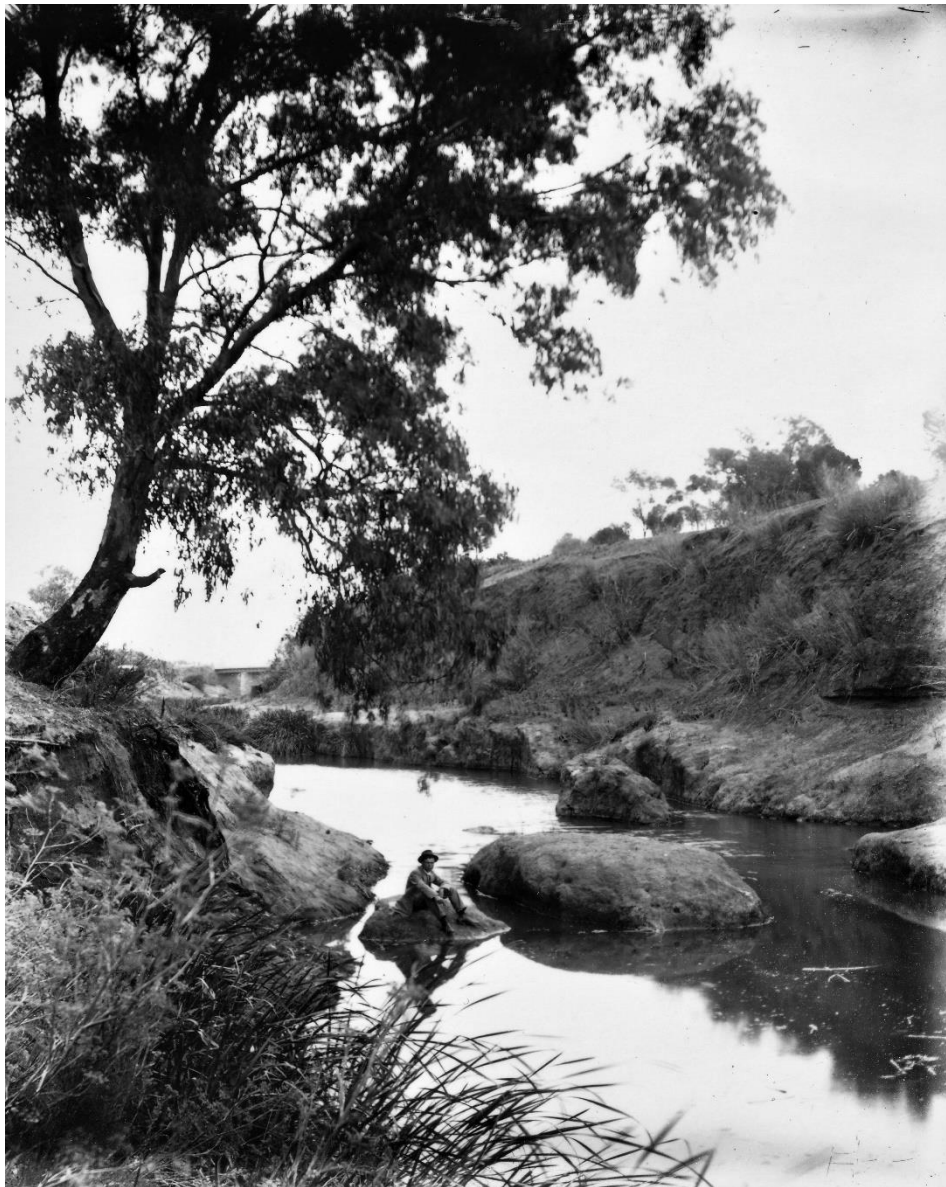
2.4 Topographical Considerations

The original topography of the *Karrawirra Parri* also impacted on where Kaurna sites such as burial and camping grounds were located. The river meandered through Sections 257, 258 and 280 and exhibited the characteristic of almost vertical steep banks of seven metres on one side and a gently sloping bank on the other.

The steep bank and gentle slope often alternated from side to side depending on the meander pattern of the river itself.

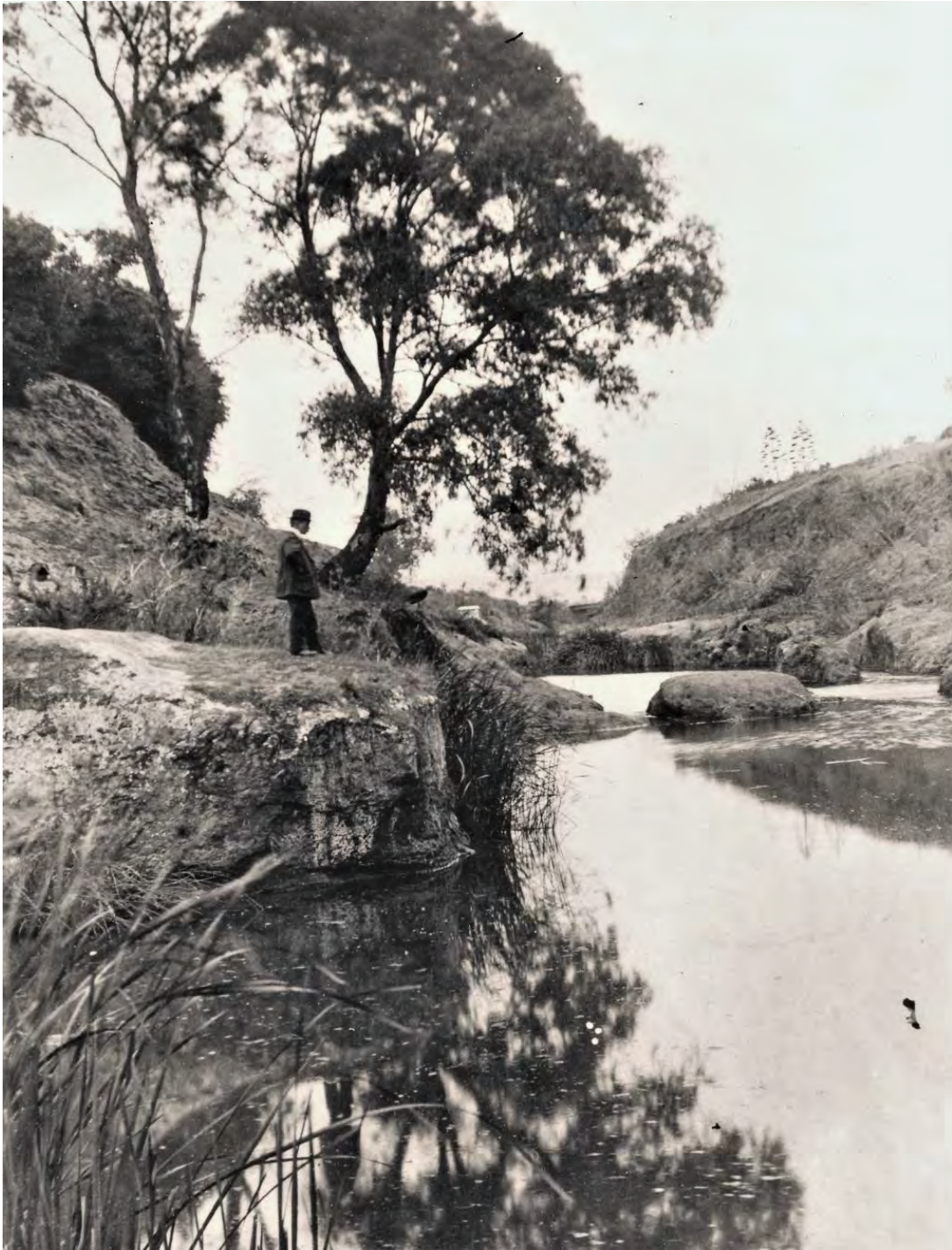
The following photographs by Walter Were (1889-1982) were taken in 1913 upstream from the Tennyson Bridge and show the river embankments in what is now the area referred to as the Dunstan Adventure Playground. The Tennyson Bridge is in the background on Stephens Terrace.

2.4 Image 1



1. River Torrens looking towards Tennyson Bridge 1913 by W. C Were (1889-1982)

2.4 Image 2



2. *River Torrens upstream from Tennyson Bridge 1913 by W.C. Ware (1889-1982)*

These photographs reveal the clay soils, the steep embankments alternating as the Karrawirra Parri meanders on its course through St Peters. These rare photos reveal the character of the area now known now as the Dunstan Adventure Playground in the early twentieth century.

3.0 General Research - European History

Following Colonel Light's survey of 1839 of Country Sections District B, the 400 acres east of Hackney including Sections 257, 258 and 280 on the River Torrens were owned by absentee English investors all members of the Palmer family. Family members included Edward Hawley Palmer of the City of London, Archdale Palmer of the East India Service, George Palmer of Essex and Ralph Palmer of London.

The land comprising 257 and 280 remained farming country for a generation after European settlement of the new Province of South Australia in 1836. The Register Newspaper commented in 1865 that 'the proprietor deserves the thanks of all lovers of the picturesque for having left unmolested so many of the gnarled gum trees. Cattle graze on the riverbanks and dairy cows eat the lush grasses by the river.'

3.1 East Adelaide Investment Company Ltd 1878

It was not until 1878 that the English landlords sold Sections 257, 258 and 280 to speculators John Spence and Arthur Harvey who formed the East Adelaide Investment Company Ltd. Harvey and Spence embarked on an ambitious engineering and capital works program to redirect flood waters from Second Creek into a new outlet at the oxbow bend in the River Torrens via an open drain that would eventually become St Peters Street.

The new genteel subdivision on the reclaimed flood plain was called 'The Avenues' and was in the 1880s one of the largest real estate ventures in Adelaide. However, Spence and Harvey were financially challenged by the capital works required to drain the marshy land in order for it to be developed.

In 1880, Arthur Harvey, Managing Director of the East Adelaide Investment Company Ltd, advertised in the Adelaide newspapers 'river allotments for sale only two kilometres from the city'. The only takers in the northern Section of 258 and 280 were sand-miners and carters who progressively quarried the banks of the river for loam, gravel and washed sand. They also felled the ancient gums for wood supplies and building materials changing the riverine environment forever.

The area known as Block E in the subdivision plan (which comprises the Dunstan Adventure Playground) was purchased by James Porter a sand-carter of Gilberton under mortgage as part of this East Adelaide subdivision of Sections 258 and 280. One of the major reasons why this area did not attract buyers was the inability to cross the River Torrens on what was later referred to as Walkerville Terrace.

3.2 The First Crossing from District Council of Stepney to Walkerville 1850s

From early settlement in 1840s the public could not cross the River Torrens on the track that led to Walkerville (now Stephens Terrace). The only option was the SA Company's Bridge near the Company Mill at Hackney which was out of the way and too far away for those living in the Village of Walkerville.

Accordingly, in 1856 it was agreed that a crossing should be placed across the river near what is now Tennyson Bridge. Unfortunately, funds were short and so plans were changed to constructing a ford at the site and so tenders were called to cut down the hill and make an access to the River Torrens. This would connect the eastern side with the western village of Walkerville.

More than likely given the proximity of the Kaurna burial and ceremonial sites there was already an ancient track crossing this section of the river at this site.

The ford was constructed to allow carts and drays to cross the river however it was not successful as it was subject to flooding and was washed away on numerous occasions. It is believed that the ford was on the northside of the track.

Finally, in 1877 the District Council of Stepney (St Peters) and the District Council of Walkerville confirmed they would build a bridge over the River Torrens at the site of the ford.

The Walkerville Bridge as it was known was constructed from local Redgum and iron bark and was a narrow structure with only two carriages or carts barely able to pass – pedestrians were forced to keep using the old ford.

During this period in the 19th century large areas on the northern side of the river had been spoiled by mining the embankments for loam and sand thus leaving depressions which later became dumping areas. The following image taken in the area near the then new Tennyson Bridge revealing the effects of mining and the collapsing riverbanks in 1912.

3.2 Image 3



Sand carters on the River Torrens upstream from the Tennyson Bridge opposite what is the Dunstan Playground Site c1912.

3.3 Collapse of the East Adelaide Investment Company Ltd 1887

In 1887, Harvey & Spence's East Adelaide Investment Company Ltd collapsed leaving the underwriter - the Queensland Mortgage Company – (also known as the British Empire Land Mortgage & Loan Company) as the owner of various allotments in East Adelaide including Block E and the other subdivision allotments which were surrendered to the underwriters.

Frank Woolley, a local St Peters resident, was the South Australian representative of these London-based mortgage institutions and an accountant. In subsequent years, Woolley would play a critical part in deciding the fate of the land bordering the river in the St Peters Council. Frank Woolley would play a role in the fate of Block E or what would eventually become the Dunstan Adventure Playground.



Map circa 1880 showing East Adelaide Subdivision

3.4 A New Bridge - The Tennyson Bridge 1903

In the early 1900s increasing traffic and the growing urbanisation of East Adelaide and Walkerville raised concerns about the safety of the old wooden bridge over the River Torrens on Walkerville Road. The wooden bridge could not keep pace with the suburban traffic and in 1901 it was declared unsafe and closed.

The Town of St Peters and the District Council of Walkerville appealed to the state government to fund part of the cost of building a new modern bridge. Designed by Engineer C.T. Hargrave the bridge size and span was quadrupled and increased the height of the Walkerville roadway (Stephen's Terrace) by five feet.

The new Bridge impacted on the area of Block E and the adjoining blocks on both sides of the river as the piers were sunk deep into the riverbed itself. Filling and other rubble was placed around the abutments of freestone. Again, European engineering solutions changed the natural environmental conditions of this section of the River Torrens.

The area was denuded of original vegetation, its riverbed was scoured for stones, sand and gravel sold for commercial building, the course of the river was altered, its embankments were mined for loam and soil while grazing stock caused erosion.

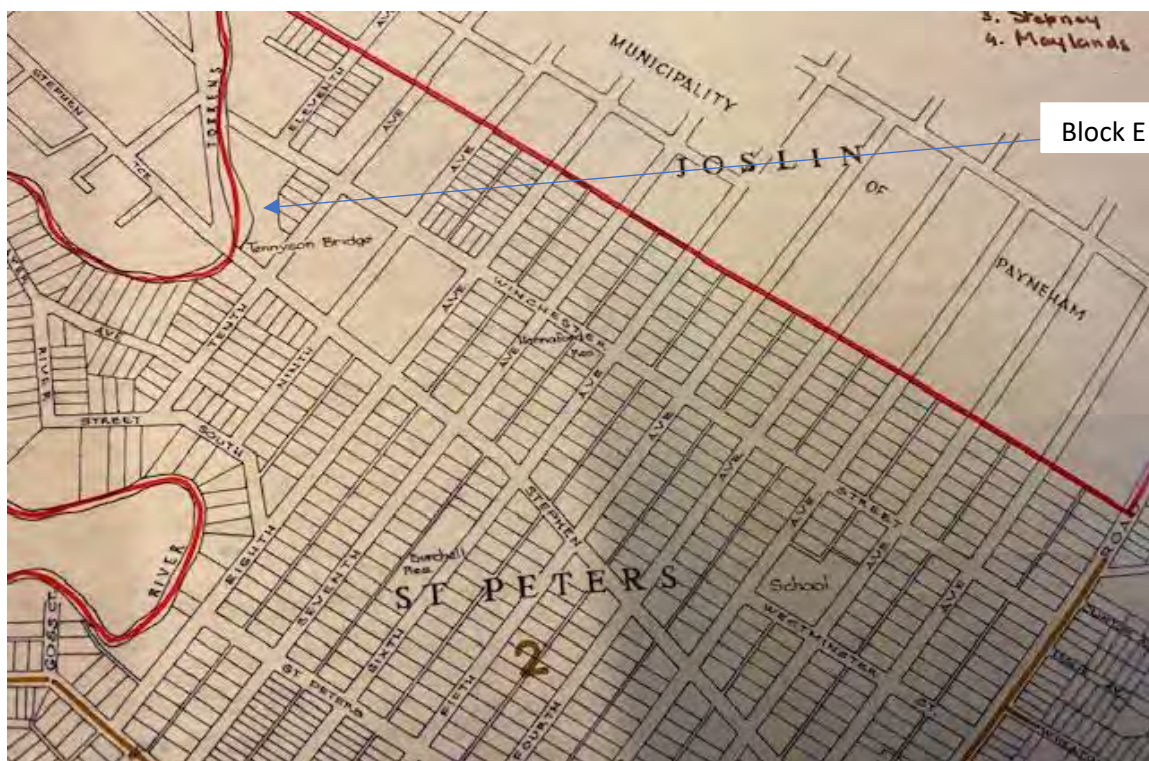
The Tennyson Bridge was named and declared open by His Excellency Sir George R Le Hunte KCMG on the 5 December 1903 in front of a large crowd representing the burgers of Walkerville and St Peters.

3.5 Developments Block E 1912 to 1956

Following the building of the new Tennyson Bridge, Frank Woolley began to sell allotments of land that was part of the original East Adelaide subdivision bordering the River Torrens. Allotments on the northern side of Walkerville Terrace were sold including portions of Block E to William Goodenough a builder, and his sons Tom and Harold, who were also building contractors. Their houses were situated in Tenth Avenue off Walkerville Road.

The Woolley family held the other portions of Block E abutting the River Torrens until Matilda Woolley's death in 1946 when it was transferred to Laurie Elliott who then sold it to Lionel Catt in 1952. Catt subsequently sold the land to the Corporation of the Town of St Peters in 1954 (Title 1773 Folio 170).

Over many years, there were dealings associated with Block E which involved the Woolley family, other third parties in conjunction with the Corporation of the Town of St Peters. By 1954 the Corporation had secured most of Block E excluding the residential allotments along Tenth Avenue and at the corner of Winchester Street.



In 1955 the South Australian Highways Department informed the Town of St Peters and the Town of Walkerville that the Tennyson Bridge needed to be structurally strengthened and widened. This work involved major engineering to the structure and width of the bridge which was widened by twenty-eight metres. This had an impact on the surrounding environment including Block E as major earthworks were required and so there was a necessity for this material to be dumped.

The widening of the Tennyson Bridge in 1956/1957 saw the creation of a rubbish tip and depot on the St Peters Town Council holding of Block E. This was registered as CT 3502 Folio 6. During this period, it was common for Councils to dump waste material alongside the River Torrens. There was a similar dump on the Walkerville side known as 'Bickles Dump' which eventually became part of the St Peters River Park.

Not only was there material from the construction site around the Tennyson Bridge on Stephens Terrace but incinerated refuse material from the East Torrens Destructor Trust in Norwood was used to build up the river embankments in this area. (Refer to Attachment A – 'Dumping at St Peters' The News 13 November 1959.)

3.6 Developments Block E 1959 to 1975

In early 1962, the St Peters Town Planning Committee Report recommended that several acres of land extending from Stephens Street to Winchester Street could be better used as a recreation space adjacent the Torrens River. A similar concept was proposed for land adjoining the river near the "horseshoe bend" adjacent Eighth Avenue, River Street and Goss Court in St Peters.

In 1968 the then State Liberal Government announced the MATS Plan – Metropolitan Adelaide Transport Plan. This proposed a massive number of freeways and rail transport lines crisscrossing the metropolitan area of Adelaide. It was based on the concept of the Los Angeles 'spiderweb of freeways' that dominated the city skyline. The MATS Proposal would have seen the River Torrens converted to a freeway and the destruction of the inner historic suburbs of Adelaide.

There was bitter opposition to the proposal and 1970 saw the election of Don Dunstan's Labor Government and a shelving of part of the MATS Plan. (Dunstan's Labor Government was in power from 1970 until 1979. Dunstan was still committed to using the River Torrens valley as a transport corridor for light rail. This would eventually become the O-Bahn Busway project.)

With the MATS Plan shelved attention turned once again to transforming former dump sites along the River Torrens into recreational spaces. In November 1974, the St Peters Council was given 4 days notice to lodge an application for funds for recreation and play facilities for older children in the Council area. The St Peters Council closed the Depot and Rubbish tip at Winchester Street in December 1974.

The St Peters Council secured federal grant funding under the RED (Regional Employment Development) scheme and was notified by the Minister for Labor and Immigration Mr. Clyde Cameron in early April 1975 that the Winchester Play Park would receive \$25,000.

The playground design included an obstacle bike track with tunnels, switchbacks, humpbacks, cinder track slides and slopes. There would be flying foxes some with seats some with hand-held bars. There would be heavy duty rope and tyres able to withstand the weight of young teenagers and some would be set in deliberate swing collision mode. Refer to Attachment B 'Council Plans \$11,000 adventure play park' News Review 1975.

The intention was to create an 'Adventure Playground' for 10 to 16 year old children on the Town of St Peters Council Depot site comprising Block E on Winchester Street and fronting the River Torrens. An early plan was prepared by Mr Hamish Henry of Peppertown Toys and partly implemented but objections and concerns were expressed by residents regarding large mounds of earth adjacent the Stephen Terrace boundary. Dirt had also been dumped at the end of Winchester Street in anticipation of the partial closure of the street.

It was requested that these mounds be removed, and that the playground design be amended. Residents wanted landscaping within the playground that would ensure that the privacy of adjoining properties on Tenth Avenue would not be affected. A new design would be developed within the St Peters Council.

At a meeting of the St Peters Council on the 24 May 1975 the following motion was put:

*“Alderman Otto moved – that the proposal put forward for the conversion of the Winchester Depot into a landscaped recreation area be approved in principle, and that application be made accordingly to the Government River Torrens Committee, for the approval of the scheme, and the allocation of Government subsidies”
Seconded by Alderman Ryan and was carried by the Council.*

At this meeting, a concept for the ‘Winchester Street Adventure Playground’ was tabled. This had been prepared by the Council’s architect Mr John Johannsen. A number of recommendations were passed which stated that children had to be consulted further regarding the proposed playground. Also, that discussions be held with residents whose properties bordered the new reserve and that a schedule of works be prioritised.

On the 29 May 1975 the land in CT 3502 Folio 6 was set aside as parklands and gazetted as a reserve named ‘Winchester Public Reserve’. (Refer Attachment C).

The St Peters Council had to lobby for further funding to complete the project to create and install the play equipment. The local member Hon Don Dunstan assisted the project by getting the State Government to allocate funds of \$23,000 with the St Peters Council contributing a further \$6000.

3.7 Opening of Dunstan Playground

The St Peters Adventure Playground was officially opened on Saturday the 18 of September at 11.30am. The Mayor of St Peters Max Otto in his official launch speech stated that:

“The Council resolved to name this area after Premier Don Dunstan in recognition of his services to St Peters as its local member for the past 23 years and for his support and assistance to the Council in this particular project. It is with great pleasure that I declare this playground to be named the Dunstan Adventure Playground.”

The Mayor of St Peters, Max Otto, Saturday 18 September 1976

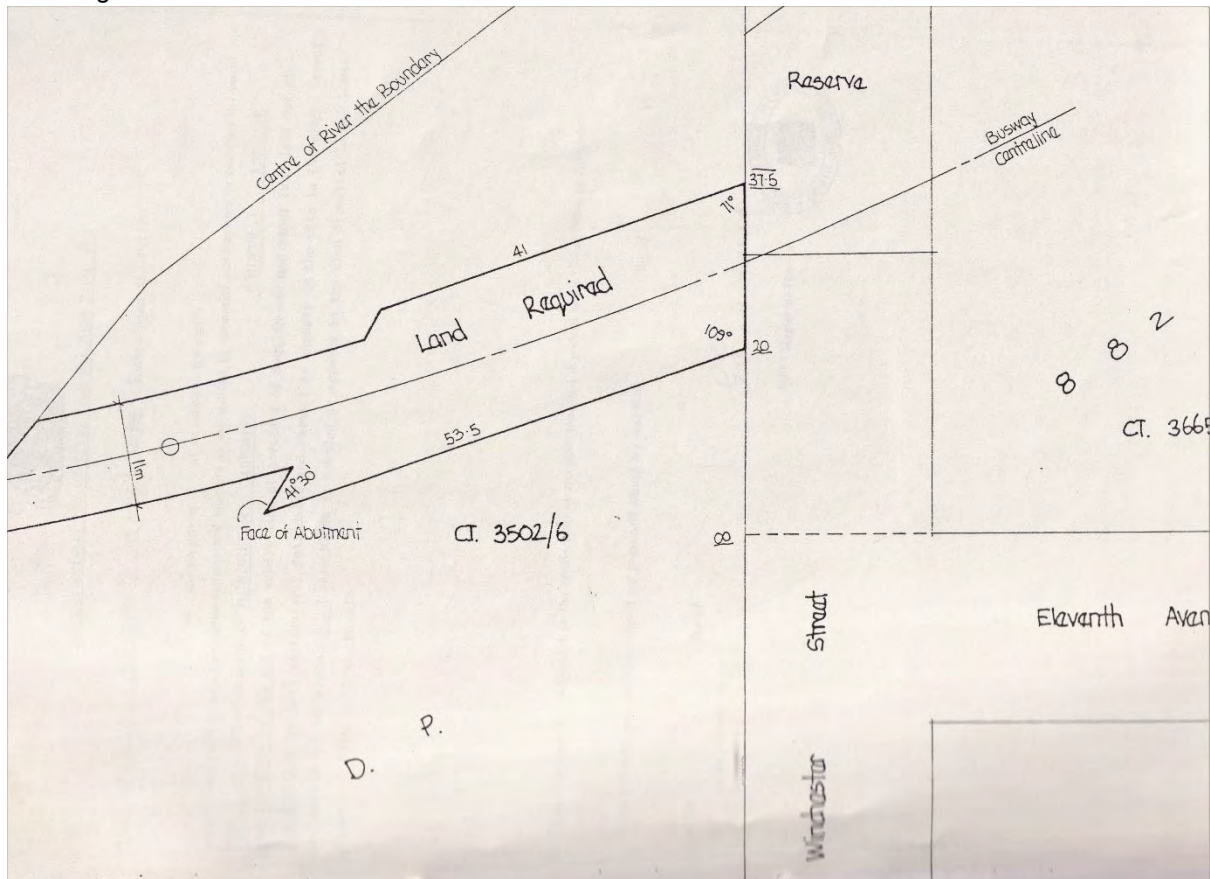
Following the opening of the playground there were those who supported the radical initiative in playground design for adolescent children while others - the residents who lived close by - found that the new playground impacted on the amenity of their lifestyle through noise and unruly behaviour.

The St Peters council received numerous complaints from September 1976 until March 1977 when matters reached a climax with a petition from residents and a meeting with the Premier Don Dunstan calling for the equipment to be relocated further away from residential housing. The matter remained unresolved for many years until 1985 when the O-Bahn project required the acquisition of land and the erection of new boundary fencing.

4.0 The North-East Busway Project

One of the biggest transactions impacting on Block E and the Dunstan Adventure Playground on 3 October 1983 was the acquisition of parcels of land by the South Australian Government as part of the proposed construction of the North-East Busway. This included a portion of Block E to allow the O-Bahn to traverse this section of the River Torrens (Refer to compulsory acquisition on CT 3502 Folio 6.)

4.0 Image



4.0 Drawing of land acquired by SA government 1984

In 1984 the acquisition of this portion of the land was gazetted 9 February 1984 – the land situated at Block E CT 3502 Folio 6 at Winchester Street, and which formed part of the Dunstan Adventure Playground was formally annexed. This saw the closure of the bike trail section and the erection of walling and fencing to separate the playground from the O-Bahn. Again, the State governments O-Bahn project caused major site destruction along the River Torrens precinct. The Obahn project involved significant earthworks and engineering works.

With respect to the Dunstan Adventure Playground site, it would be prudent to conduct soil and site testing at various depths for contaminants and other matter. It would also be prudent to make contractors aware of the Kaurna cultural heritage significance as part of the cultural understanding of the site. This is recommended even though there has been significant and ongoing site works and landscape interference since the 1850s.

Denise Schumann
Cultural Heritage Consultant, City of NPSP

Attachment A

DUMPING AT ST. PETERS DOES NOT MAR TORRENS —Can continue 4-5 years

St. Peters Council could expect to continue dumping garbage at its present dump for about four or five years, the Mayor (Mr. L. G. Perriam) said last week.

He was speaking at the council meeting held on Thursday, November 5.

He had been asked the question by Cr. Brooker after giving a preliminary report of the East Torrens Destructor Trust of which the council is a member.

(A full report of the trust for the last 12 months will appear in next month's edition of "The News-Review.")

At the meeting, Ald. Johns said: "Will the tipping at the present site

near the banks of the River Torrens in any way affect the beautification of the river?"

"On the contrary, it will add to the beauty over a long period," said Mr. Perriam.

"FILL GAPS"

"The dumping will fill the gaps in the banks, and could provide for a soccer ground.

"There will be about 4½ acres that can be utilised when the area has been filled."

Mr. Perriam told the meeting that the trust had bought a new bulldozer to replace the old machine, which required costly repairs.

After the meeting, Mr. Perriam said: "It is shocking what has been done to the River Torrens in the past.

"Anything that can be done to retrieve the position is worth while."

"Eventually the whole aspect of the beautifica-

tion of the River Torrens will have to be reviewed and taken in hand, to enable something to be done about it."

Mr. Perriam said that the council had its own long-range plan for beautification.

The methods used at the present site would not have any ill effects as far as the river was concerned.

"A solid wall has been built, and the bank is cantoned away from the river so that garbage through seepage will not pollute the water," he added.



Mr. L. G. Perriam

ELIZABETH WARBURTON
COLLECTION

NOVEMBER 13, 1959

Vol. 3, No. 28



Attachment B

Council plans \$11 000 adventure play park

An adventure play park which could give St. Peters' children a taste of danger with little likelihood of actual harm has been proposed by council.

Showing an incredible turn of speed, council prepared a case in three days for a grant from the Children's Commission for the play park.

Town Clerk Mr. Alan Pickering said the estimated cost of the play park was \$11 000.

Some of the proposed facilities include an obstacle bike track with tunnels, switchbacks, humpbacks, cinder track slides and slopes also flying foxes, some with seats and some with hand held bars.

Heavy duty rope and tyre swings should provide a lot of fun, particularly as some will be set in collision groupings so that children can bounce off one another.

There will be knotted climbing ropes and free swinging ones for Tarzan acts, Army-type scaling nets and hand and foot single strand rope bridges

Add hazard pits and balancing planks, timber and tyre climbing towers and tree climbing and the mixture looks right for young people who are unable to burn up their energy in an urban environment.

The site, fronting the River Torrens, would be separated from picnic and passive areas by fencing, pedestrian paths would include steps to ensure freedom from bicycle traffic.

Within three miles of the site there are schools at North Adelaide, Walkerville, Vale Park, Marden, Payneham, Trinity Gardens, Norwood, Kent Town and St. Peters, so there should be no shortage of users.

The plan is to provide after-school and holiday care for children between the ages of 10 and 16 — a type

of activity rare in the Adelaide metropolitan area.

"Play" in the report means an activity physical in nature, challenging, providing an outlet for aggression, aiding growth of self-awareness in competing with physical obstacles, largely unsupervised and free from adult imposed restraints.

(Continued on Page 15)

76

South Australia

(CERTIFICATE OF TITLE)



Register Book, Vol. 3502 Folio. 6

Balance Certificate of Title from Vol.2319 Folio 33

THE CORPORATION OF THE TOWN OF ST. PETERS of 101 Payneham Road St. Peters

is the proprietor of an estate in fee simple subject nevertheless to such encumbrances liens and interests as are notified by memorial underwritten or endorsed hereon in THAT piece of land situate in the HUNDRED of ADELAIDE COUNTY of ADELAIDE being PORTION OF BLOCK E of the subdivision of portions of Section 258 and other land laid out as EAST ADELAIDE and more particularly delineated and bounded as appears in the plan in the margin hereof and therein colored green WHICH said Block is bounded as appears in the plan deposited in the Lands Titles Registration Office No.882

Which said Section is delineated in the public map of the said Hundred deposited in the Land Office at Adelaide.

In witness whereof I have hereunto signed my name and affixed my seal this 17th day of July 1967

Signed the 17th day of July 1967, in the presence of [Signature]

[Signature] Acting Registrar-General



ROAD PLAN 7600 AFFECTS THIS C.T. ENQUIRIES ON 4TH FLOOR (S.G.O. ROAD SECTION) COLONEL LIGHT CENTRE. ROAD PLAN 8454 AFFECTS THIS C.T. ENQUIRIES ON 4TH FLOOR (S.G.O. ROAD SECTION) COLONEL LIGHT CENTRE.

F.P. 24562 APPROVED

The land in this Certificate is REDESIGNATED as ALLOTMENT(S) 20, 21 & 22 in FILED PLAN 29953

Acquisition 5181776 whereby portion of the within land is vested in State Transport Authority Produced 14.2.1984 at 4 pm (Dup C.T. not prod) \$ 18.1.1984

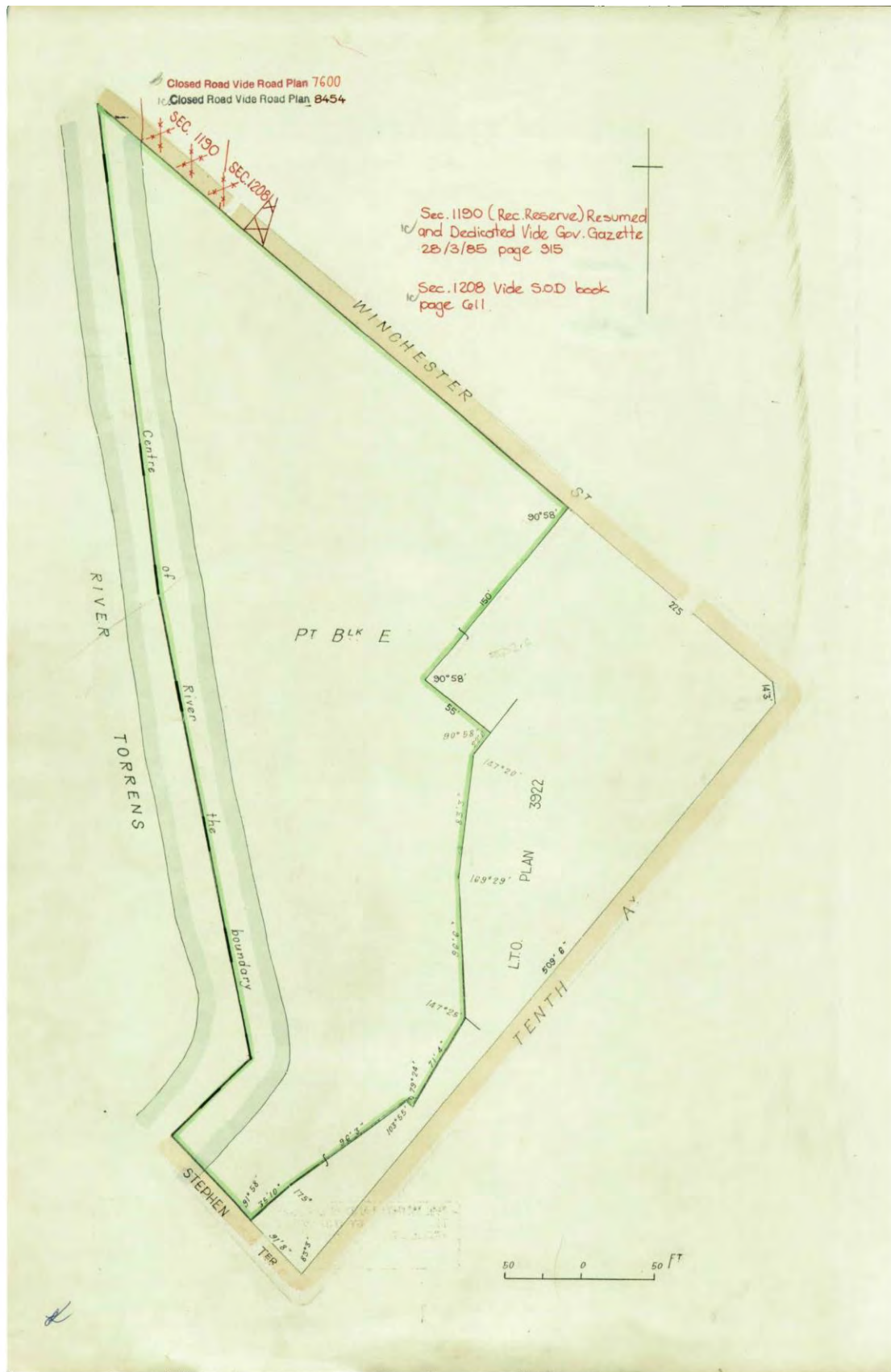
Transfer 7020648 from State Transport Authority to the Corporation of the Town of St. Peters of portions of the land in Acquisition 5181776 Produced 29.11.1990 at 15:10.

Cancelled as regards above land and new C.T. issued Vol. 4373 Fol. 119

REGISTRAR-GENERAL'S CAVEAT No. 5118500 portion of OVER THE WITHIN LAND ENTERED 7.10.1983 AT 2.30pm INCLUDING OTHER LAND

A@ 5181776 Caveat No. 5118500 is withdrawn this 4.5.1984 at 11am

OVER



Attachment D

Official opening of Dunstan Adventure Playground Saturday 18 September 11.30am



Swinger!

THEY were swinging at Don's party Friday night . . . and the guest-of-honor was still swinging yesterday morning — with hundreds of onlookers shouting encouragement! The SA Premier, Mr. Dunstan, was taking the first ride on the flying fox in a children's adventure playground named in his honor by the St. Peter's Council. The Premier, hiding Friday night's gaiety behind dark glasses, said the Dunstan Adventure Playground was the best he had seen, both in Australia and overseas. "What better present could I have than to have it named after me," said the Premier, who celebrates his fiftieth birthday on Tuesday.

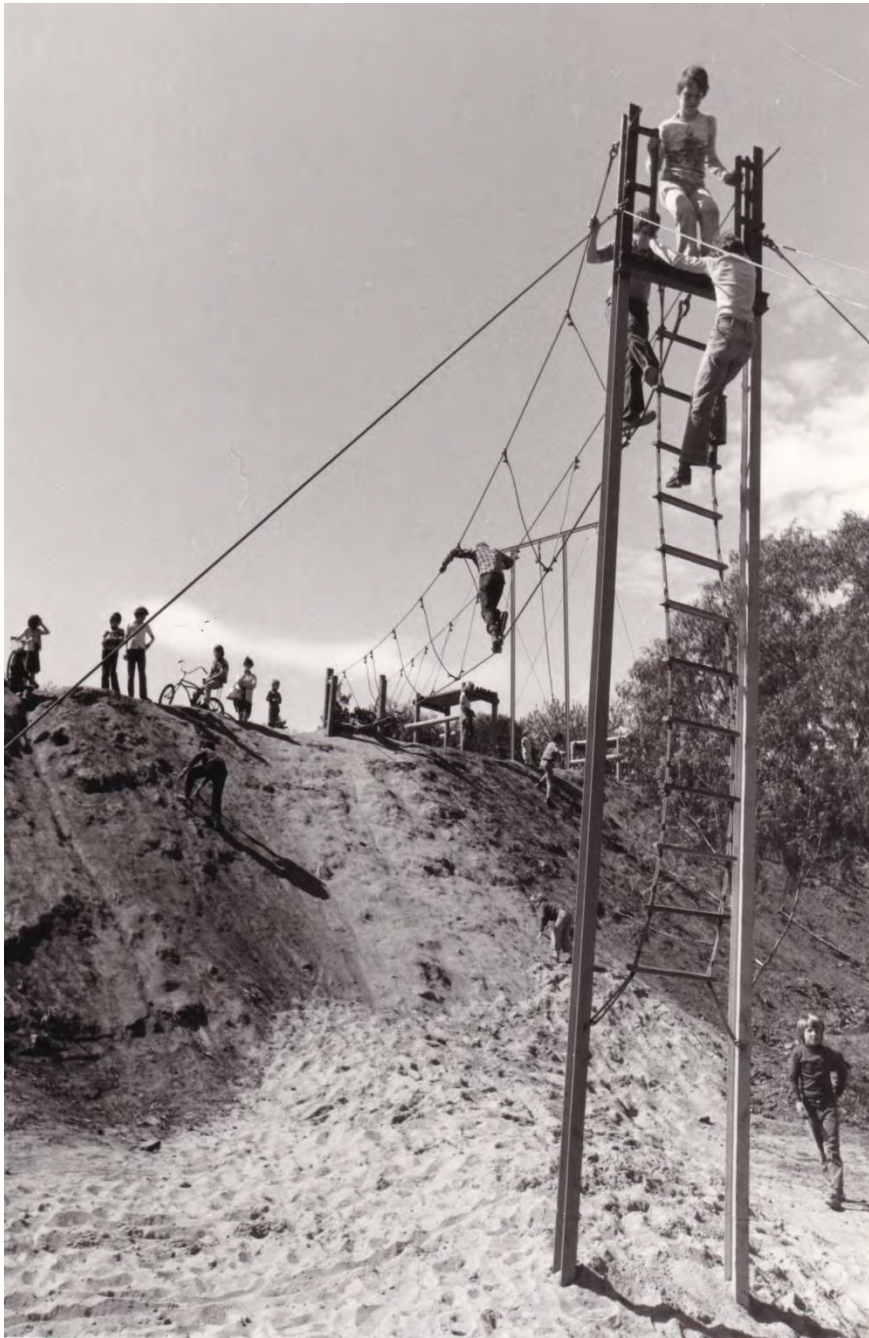
Looking North (Highways Building in Background at Walkerville)



Looking South (Tenth Avenue Houses, St Peters in background)



Adventure Apparatus 1976



Dunstan Adventure Playground looking South 1976



Attachment B

Concept Plan for the Dunstan Adventure Playground

City of Norwood Payneham & St Peters
175 The Parade, Norwood SA 5067

Telephone 8366 4555
Facsimile 8332 6338
Email townhall@npsp.sa.gov.au
Website www.npsp.sa.gov.au



City of
Norwood
Payneham
& St Peters



City of
Norwood
Payneham
& St Peters

Distribution Report

PROJECT MANAGER, URBAN DESIGN & SPECIAL PROJECTS

Jared Barnes

Distribution Name:

Dunstan Adventure Playground

Distribution Dates: 23/11/2021

Quantity of Postcards Delivered: 1632

Cost of Delivery: \$946.56 ex gst

Comments:-

Edit 28/11. Delivered remaining postcards into Stepney, Evandale and College Park until we ran out. FOC

The City of Norwood Payneham & St Peters will be upgrading the Dunstan Adventure Playground and is seeking input from the local community on the types of play equipment and facilities to be included in the upgrade.

Your ideas will be used to inform and develop a Concept Plan to guide the Playground upgrade, which is currently anticipated to commence construction in spring 2022.

Community consultation is open for a three week period, from Tuesday 23 November until Tuesday 14 December 2021.

A **Community Information Session** will be held at the **Dunstan Adventure Playground**, Winchester Street & Eleventh Avenue, St Peters on **Saturday 4 December 2021** from **10am to 1pm**. Please come along to learn more about the project, have your say and enjoy a free sausage sizzle. If you are unable to attend, the Council would still like to hear from you.

For further information or to complete a brief project survey, please visit www.npsp.sa.gov.au/consultation



Contact:

Jared Barnes
Project Manager, Urban Design & Special Projects
Telephone 8366 4506
Email townhall@npsp.sa.gov.au



City of
Norwood
Payneham
& St Peters

Dunstan Adventure Playground Upgrade Consultation



**HAVE
YOUR
SAY!**

www.npsp.sa.gov.au/consultation

Attachment C

Concept Plan for the Dunstan Adventure Playground

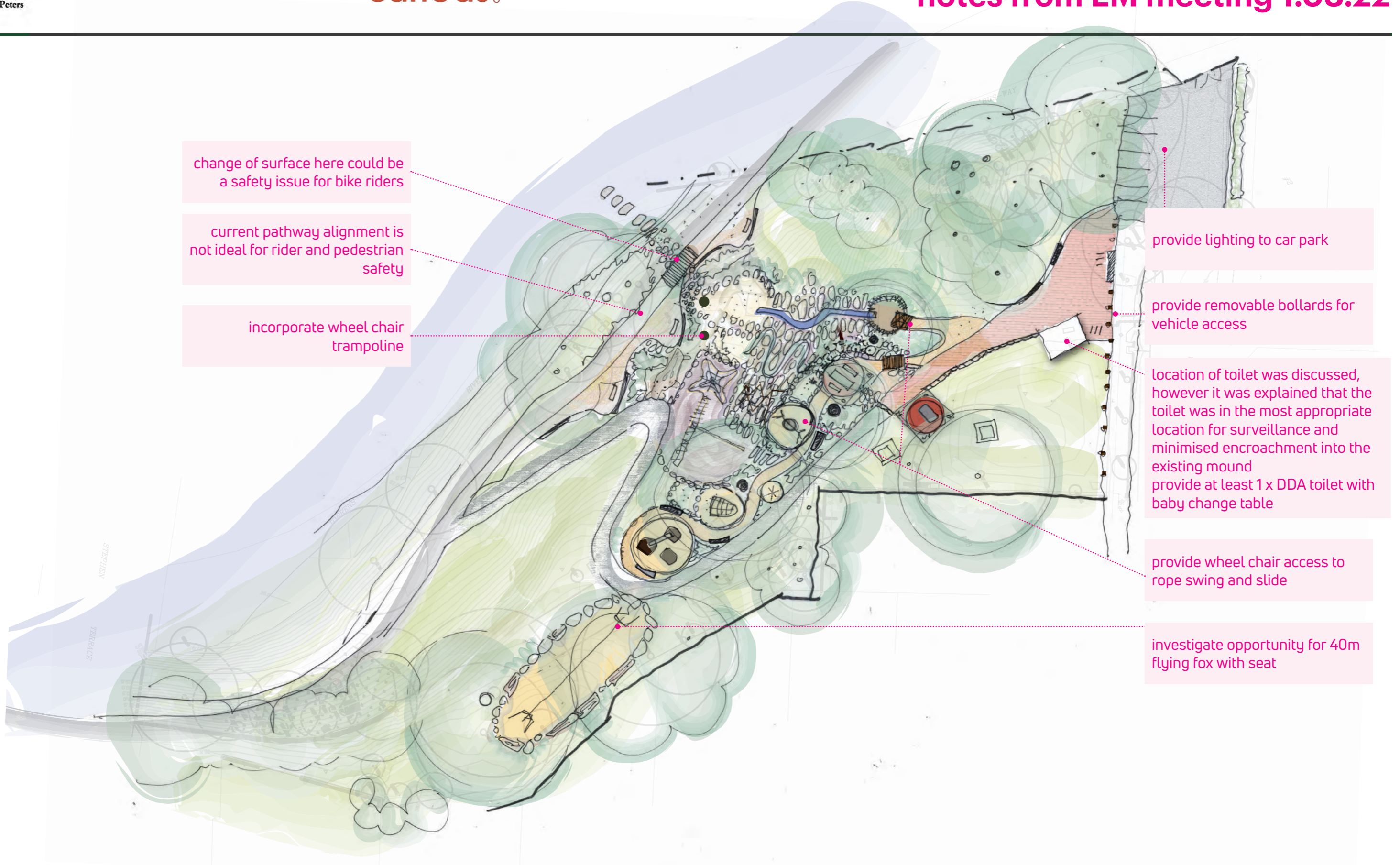
City of Norwood Payneham & St Peters
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Website www.npsp.sa.gov.au



City of
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& St Peters

preferred concept direction notes from EM meeting 1.03.22



change of surface here could be a safety issue for bike riders

current pathway alignment is not ideal for rider and pedestrian safety

incorporate wheel chair trampoline

provide lighting to car park

provide removable bollards for vehicle access

location of toilet was discussed, however it was explained that the toilet was in the most appropriate location for surveillance and minimised encroachment into the existing mound
provide at least 1 x DDA toilet with baby change table

provide wheel chair access to rope swing and slide

investigate opportunity for 40m flying fox with seat

Attachment D

Concept Plan for the Dunstan Adventure Playground

City of Norwood Payneham & St Peters
175 The Parade, Norwood SA 5067

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Website www.npsp.sa.gov.au



City of
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& St Peters



**Dunstan Adventure Playground,
St Peters**

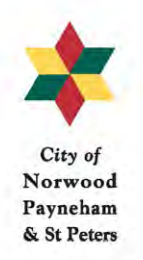
Concept Design Report
March 2022



This document has been prepared for the



**City of
Norwood
Payneham
& St Peters**



clover.
GREEN SPACE

boc. brave and
curious.

issue

rev

date

A review	21.02.22
B workshop material	24.02.22
C CEO review	22.03.22
D For Council Endorsement	28.03.22

draft



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contents

return brief
site analysis
consultation findings & opportunities
design principles & themes
draft concept design
section & visualisations
art & interpretation
precedent imagery



Site Recent History

- Dunstan Adventure Playground was named after Don Dunstan who opened the park and was pivotal in securing funding for the project
- Park built from 1974 - 1976
- Park opened in September 1976
- Prior to the park it was a site for dumping excess fill, along the River Torrens
- Larger flying fox was once on site

Kaurna Occupation (taken from the Document Prepared by Denise Schumann, Cultural Heritage Consultant, City of NPSP (2021))

- Karrawirra pari is the Kaurna name for the River Torrens that runs adjacent the site
- 'Karrawirra' refers to the once abundant 'redgum forest' (karra is 'redgum' + wirra is 'forest') on Adelaide plains adjacent the River Torrens and its tributary creeks
- Areas such as St Peters and adjoining locations along the Karrawirra pari provided an environment that supplied crucial resources. This included for shelters, for fires and implement-making and so were prime areas for camping and ceremonial grounds.
- The ancient forests of Eucalyptus camaldulensis in Hackney, St Peters and Walkerville supplied the Kaurna with resources for ceremonial artefacts, funeral biers and firewood for burials.
- The clay soils of the river were also a source of ochre for Kaurna ceremony. The Karrawirra pari was also the location for major Kaurna burial grounds because in certain areas the soft sandy soils were easy to excavate to create burial mounds.
- The project site is near an important Kaurna burial site on the southern side of the Tennyson Bridge at the corner of Tenth Avenue and Stephens Terrace.

Existing Site Features

- Sloping and undulating site
- Upper play zone and lower play zone
- Retain existing rope play
- Located on the River Torrens
- Located adjacent the O-bahn bus route
- Existing steel embankment slide is a key play item of the site. This will need replacement due to current play standards.
- The majority of the play equipment to the upper play zone is tired and in need of an upgrade, some high risk safety concerns have been raised.

Design Brief

Entry & Access

- Review and upgrade fencing to Winchester Street
- Create a new Entry Statement
- New pedestrian and cycle entry from Winchester Street
- Retain car parking location
- No accessible car park
- Review of on street and off street parking efficiencies
- Provide cycle parking
- Retain location of pathway and connection to linear trail
- Explore ways to slow cycle movement at intersection
- Review levels at this junction

Signage

- Review new signage opportunities throughout the reserve;
 - entry
 - directional
 - interpretative

Services

- New lighting - security only
- No CCTV required
- Explore opportunities to connect to WIFI
- New toilet facilities - unisex toilet (2 x cubicles ideal)
- Toilets away from housing

Play

- 'Adventure Play' theme
- Cater to both younger (5-9 years old) and older (10-14 years old) children
- Provide a combination of 'off-the-shelf' equipment with bespoke equipment - TBD
- Morialta, Heywood, Felixstow - reference projects
- Upgrade embankment slide to meet new standards and resolve safety concerns
- Review connection from play to River Torrens

Amenity

- New shelter structure(s) and/or shade sails
- Barbeque
- Explore art integration opportunities
- Create spaces for seating
- Explore opportunities to incorporate seating into existing mounding
- Retain trees where possible, locate play away from trees where practical
- Bank improvements

The development of a concept plan for Dunstan Adventure Playground will determine the future thinking for Dunstan, with costings determining staging and future priorities.





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& St Peters

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site images



1. PLAYSPACE LOOKING WEST TOWARD OBAHN



2. METAL EMBANKMENT SLIDE



3. ROPE PLAY



4. MOUNDS TO EASTERN SIDE OF PLAYSPACE



5. ARTIST MURAL OPPORTUNITY



6. EXISTING FENCING TO WINCHESTER STREET



7. MOUNDING & VEGETATION TO EASTERN EDGE



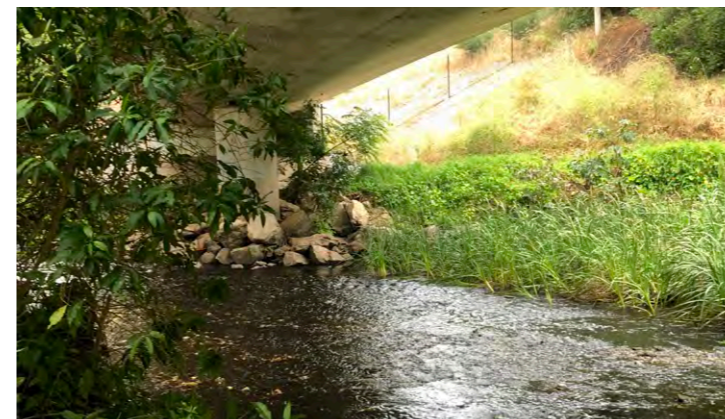
8. SEATING UNDER EXISTING EUCALYPTS



9. PLAYSPACE & PATH LOOKING NORTH WEST



10. LINEAR PATH UNDER OBAHN OVERPASS



11. RIVER TORRENS UNDER OBAHN OVERPASS



12. OBAHN OVERPASS

issues & opportunities

● Opportunities

● Issues

Junction from existing pathway and linear pathway could be a future collision issue

some play elements are high risk and require upgrade

Passive play and amenity under existing eucalypts

Explore stories which links to the River Torrens setting

Concern from Council with placing new play under existing large eucalypts

Undulating site and existing mounding creates site interest and unique landscape setting



Review and upgrade the existing fencing to Winchester Street and open up the entry to the playground

Mounding could suggest site contamination

Draw inspiration from the existing gnarled Eucalypts

No bike parking, minimising connection to Linear Trail

Incorporation of new toilet and shelter spaces

Explore seating, terracing or passive use of grassed slope area

Only one clear entry into the space from Linear Trail

Explore further opportunities for connection to the site from Linear Trail



consultation strategy

The consultation process outlined below has been developed to gather ideas and thoughts on the upgrade to Dunstan Adventure Playground.

The consultation approach will aim to gather views from a broad spectrum of user groups and demographics.

The purpose of the consultation is to understand community and user desires and vision for the space.

As well as engaging with local community users, the aim is to promote a broad cross section of users, including the younger audience and instill a sense of ownership over the built outcomes.

Consultation Approach

The adjacent Consultation Plan outlines the following;

WHO: a list of stakeholders to engage

HOW: a description of proposed activities required

WHEN: a program for engagement

WHO are we engaging?

Stakeholder groups are listed below who have been selected to influence the design outcomes.

Community

Community Consultation Day:

- December 4th, 10am-1pm

Local Schools (selected based on proximity to Dunstan Adventure Playground)

- Adelaide East Primary School, Public School on Second Avenue

Council Staff

Elected Members

HOW and WHEN are we engaging?

The below table outlines a draft program for engagement including the activity type and the group being consulted.

WHO:	HOW:	WHEN:
STAKEHOLDER	ACTIVITY	PROGRAM
Community	<p>Survey: Survey questions provide further insight into the community usage, primary demographic, and future needs for the broader community</p> <p>Community Drop-In: Held at Dunstan Reserve Develop consultation material to aid in gathering community wants, ideas, likes and dislikes</p> <ul style="list-style-type: none"> Example images of future outcomes; likes and dislikes Sticky notes to encourage community to write down ideas/comments 	<p>Survey: Tuesday 23rd November - Tuesday 14th December</p> <p>Community Drop-in: Saturday 4th December</p>
Schools: Adelaide East Primary School	<p>Tasks undertaken with a selected student group</p> <p>Task 1:</p> <ul style="list-style-type: none"> Draw your favourite play experience <p>Task 2:</p> <ul style="list-style-type: none"> Present example images of what could be in the space Give each child 3 x dots Place a dot on your top three elements you want see at Dunstan Playground <p>Task 3:</p> <ul style="list-style-type: none"> What does Adventure mean to you? Children to express words that best describes adventure. 	<p>Date/time: 9:30am Dec 2nd, 2021</p>
KYAC	<p>Workshop 1: Site Vision, Stories, Sharing Ideas</p> <p>Workshop 2: Design critique, further review and development of ideas</p>	<p>W1: 31st January, 2022</p> <p>W2: 1st March, 2022</p>
Council Staff	Workshops throughout Concept, DD, 50% and 75% Development	<p>First workshop - March</p> <p>Second workshop - April</p> <p>Third workshop- May</p> <p>Fourth workshop - June</p>
Elected Members	Present Draft Concept Design	1st March, 2022



SCHOOL CONSULTATION FINDINGS:

On Thursday 2nd Dec 2021, Clover with Council, visited the East Adelaide Primary school to facilitate a workshop with 15 grade 6 students.

The students were presented with the Dunstan Adventure Playground site and all students were familiar with the playground and visited the playground prior to the session.

We then discussed what they liked and didn't like about the playground. Some comments were as follows;

What do you like/don't like about Dunstan Adventure Playground?

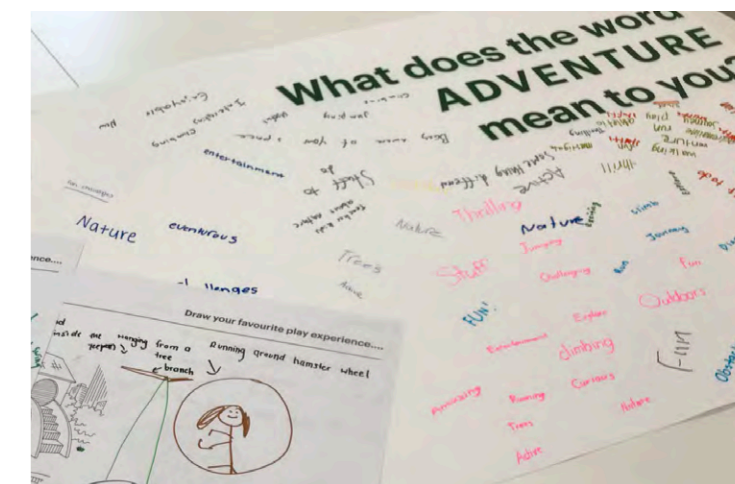
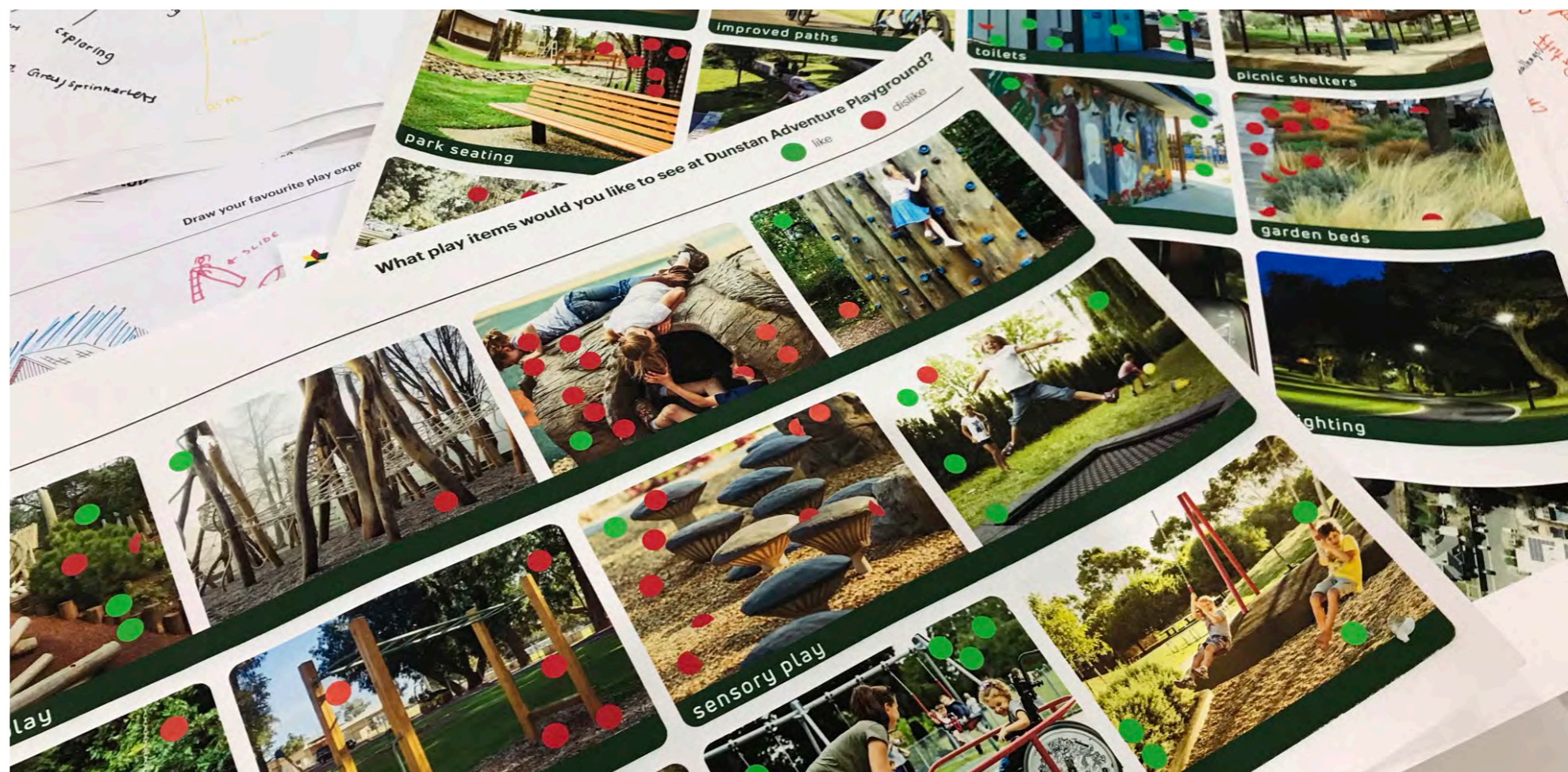
Like

- long slide - is a bit rusty though and need steps up to it
- rope area; different ways to play on it
- rocks down stream we use to cross the river; challenges bodies and minds

Don't Like

- we like the slide but its too skinny, can get stuck, hot in summer, end of the slide is a bit sharp, if you're sweaty you get stuck
- flying fox; not fast enough, get stuck, too low, rusty
- no toilets
- swings and monkey bars are rusty and too low to the ground

The students were then divided into two groups and conducted multiple tasks.



Draw Your Favourite Play Experience:

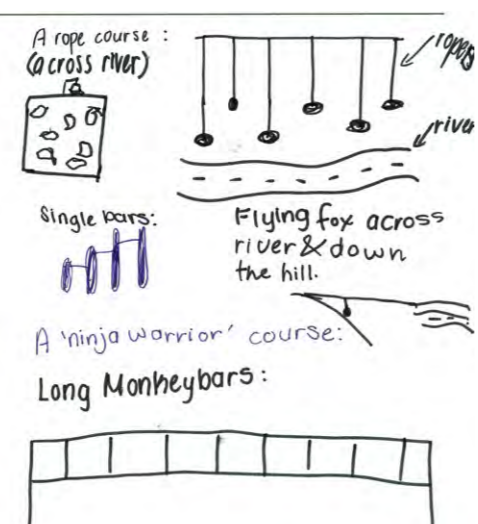
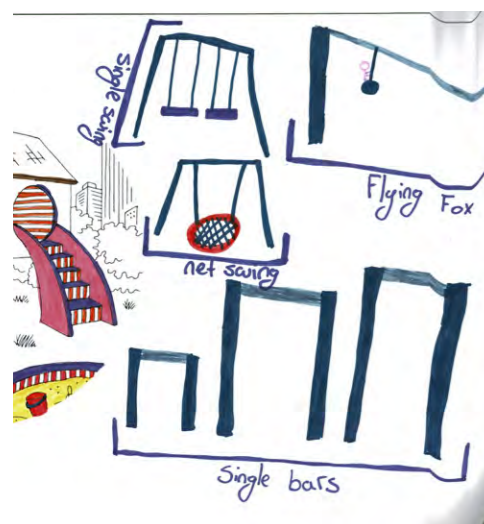
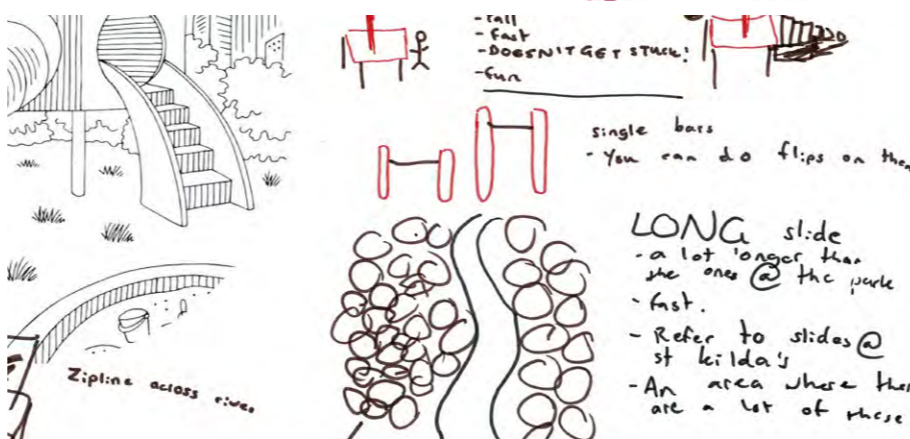
We asked the students to draw a picture of a playground or play items which they like or would like to see at Dunstan Playground. Common themes which emerged from this exercise were;

- long/large flying fox
- flying fox with a seat attached
- inground trampolines
- long slides
- swings and rope swings

Words That Mean 'Adventure'

The students were asked to describe in words what adventure means to them. Some key words were as follows;

- nature • fun • challenge • something different • thrilling • amazing
adventurous • climbing • journey • explore • risk taking • ninja warrior
something fun to do • exciting • outdoors • trees • active • obstacles



Sticky Dot Exercise:

We asked the students to select their favourite (green dot) or least favourite (red dot) 'play' or 'amenity' elements from boards which showed a range of images, refer image below. From collating green dots and red dots the top 'likes' and 'dislikes' are as follows:



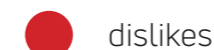
likes

Play Elements:

- big slide (12 dots)
- inground trampolines (4 dots)
- nature play climbing wall/trunk (4 dots)
- inclusive play/carousel (4 dots)

Other Amenity:

- toilet (13 dots)
- terraced seating (7 dots)
- public art integration (6 dots)



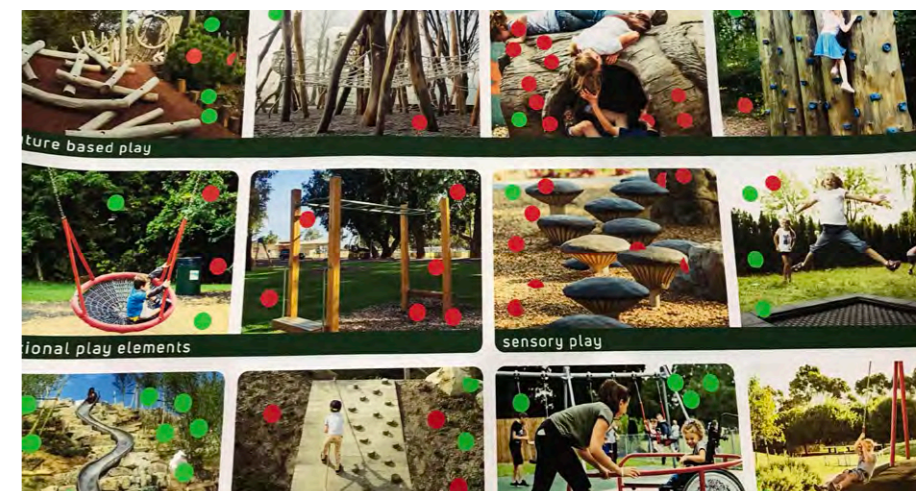
dislikes

Play Elements:

- hollow logs/tunnels (10 dots)
kids may collide with other kids in the tunnel
- sensory log steppers (9 dots)
seemed too boring

Other Amenity:

- garden beds (12 dots)
didn't see any use to garden beds, looked too spiky and might hurt if fell into it.
- picnic settings (8 dots)
the image didn't show any shelter or shade over the picnic tables





consultation outcomes community consultation - on site drop-in

COMMUNITY DROP-IN CONSULTATION FINDINGS:

Clover with Council undertook Community Consultation on Saturday December 4th from 10am - 1pm at the Dunstan Adventure Playground. The consultation session involved interactive boards and provided opportunity for users of the Dunstan Adventure Playground to discuss any concerns or ideas for the playground upgrade. It is estimated that approximately 30+ people including children, were involved in discussions throughout the morning.

Exercises which the public were encouraged to partake in were;

- what is liked and not liked about the current playground,
- sticky dot exercise to select favourite images, and
- additional comments recorded on a sticky note.

What do you like/don't like about Dunstan Adventure Playground?

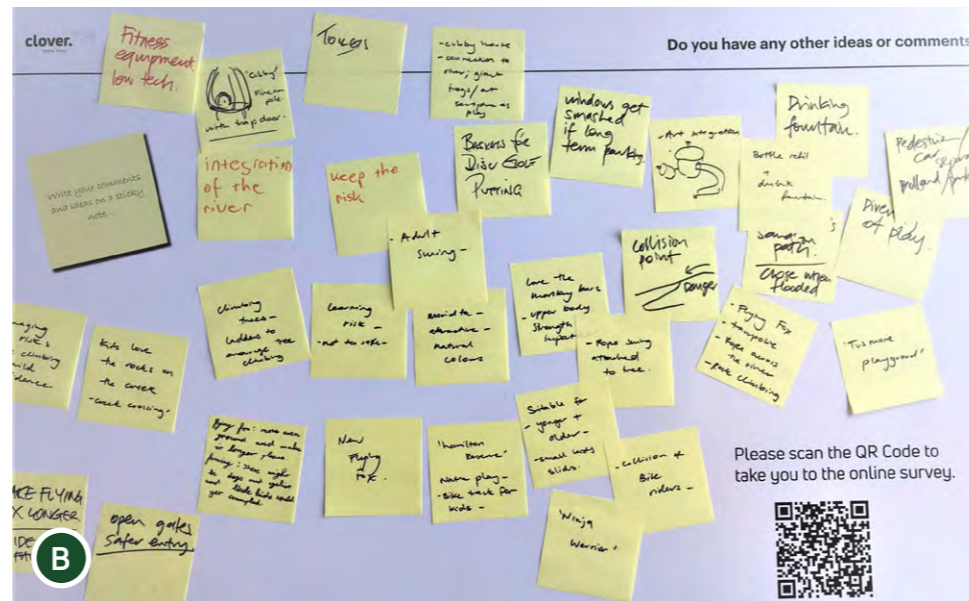
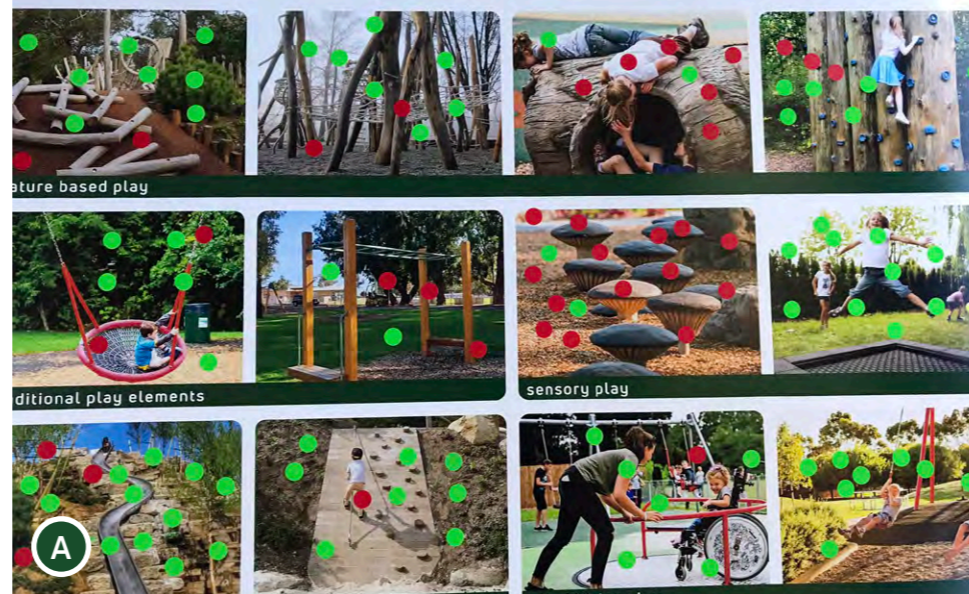
We asked the public what do they like or don't like about the Dunstan Adventure Playground, key comments recorded were as follows;

We like...

- ...the hills and climbing
- ...the big slide
- ...located on the River Torrens
-rock steppers across the Torrens
-rope climb
-it offers a range of experiences for varying ages
-the big trees

We don't like...

- ...Safety concerns with collisions and bike riders
-limited access to Stephen Terrace
-no direct link toward the City when bike riding



Sticky Dot Exercise: A

The 'sticky dot' exercise prompted the public to select their favorite (green dot) or disliked (red dot) 'play'/'or 'additional' elements from boards which showed a range of images. From collating green dots and red dots the top 'likes' and 'dislikes' are as follows:



likes

Play Elements:

- big slide (13 dots)
- inground trampolines (11 dots)
- flying fox, wall climbing, nature play logs (8 dots)

Other Amenity:

- toilet (17 dots)
- barbeque's (9 dots)
- improved paths (6 dots)
- terrace seating (5 dots)



dislikes

Play Elements:

- sensory log steppers (14 dots)
- hollow logs/tunnels (6 dots)

Other Amenity:

- garden beds (19 dots)
- bike racks (9 dots)

Key Finding:

Reviewing responses from both the school students and public, we can see common 'likes' are the big slide and toilet and common 'dislikes' are the small sensory elements and additional planting. These items will need to be considered within the design solution.

Comments Recorded During The Session: B

Throughout the session a multitude of comments were recorded which can be seen on the adjacent page. Comments such as;

- *keep the risk*
- *integration of the river*
- *integration of a cubby house*
- *windows get smashed if long term parking*
- *upper body strength important for growing girls - keep the monkey bars*
- *kids love the rocks on the creek*
- *make flying fox longer*
- *include a drinking fountain*
- *diversity of play*

All comments can be found below.

In summary, there were common themes which began to emerge and these are as follows;

1. Retain the big slide as an iconic play element, although a majority of public were happy for an upgrade of slide to ensure safety standards are met
2. Connecting to the River Torrens. Children already play and rock hop across the River.
3. The existing switch back path which connects to the River Torrens Linear Trail could be a long term issue and already raises concerns for collisions occurring with cyclists and children.
4. Integrating a new long flying fox.

Other recorded comments:

Comments
Like/Don't Like about Dunstan?
LIKE
The Big Slide
Hills and climbing, offer a range of play
Known as the 'Big Slide Park' it's an icon
On the River Torrens - a unique setting
Rope play
Existing trees - Eucalypts
Natural setting
DON'T LIKE
Remove large wattle tree (north-eastern corner of reserve)
The switch back cycle path, causes collisions
The path could cause collisions with bikes and children - safety concern
The location of the path doesn't make sense if you're riding towards town

Other Comments

Maintain the level of managed risks currently within the playground ie rock climbing to build confidence
Kids love the rocks for creek crossing across the River Torrens
Integrate the river
Keep the risk
Make flying fox longer
Slide is my favourite
Open the gates for a safer entry
Flying Fox: more even ground and make longer please
Fencing: there might be dogs and cyclists and kids could get trampled
Climbing trees, ladders to encourage tree climbing
Toilets
Cubby house
Connection to the River
Integrate art within the play
Adult swing
learning risks - not too safe
New flying fox
We like Morilata - attractive, natural colours
We like Hamilton Reserve - nature play and has a bike track for young kids
Love the monkey bars, upper body strength is important for children's development
Rope swing attached to trees
Needs to be suitable for younger and older
Incorporate a small kids slide
Safety concern regarding intersection of paths due to risk of collisions
Windows get smashed if parking long term
Collision of bike riders is a concern
Flying Fox
Trampoline
Rope across the river
Rock climbing
Bottle refill and drink fountain
Drink fountain
Pedestrian/car separation/bollard parks
Diversity of play
We like Tusmore playground - good facilities
Integrate a course like Ninja Warrior

- collision safety concern - 5 comments
- connecting to river - 5 comments
- flying fox - 4 comments
- slide comments - 3 comments

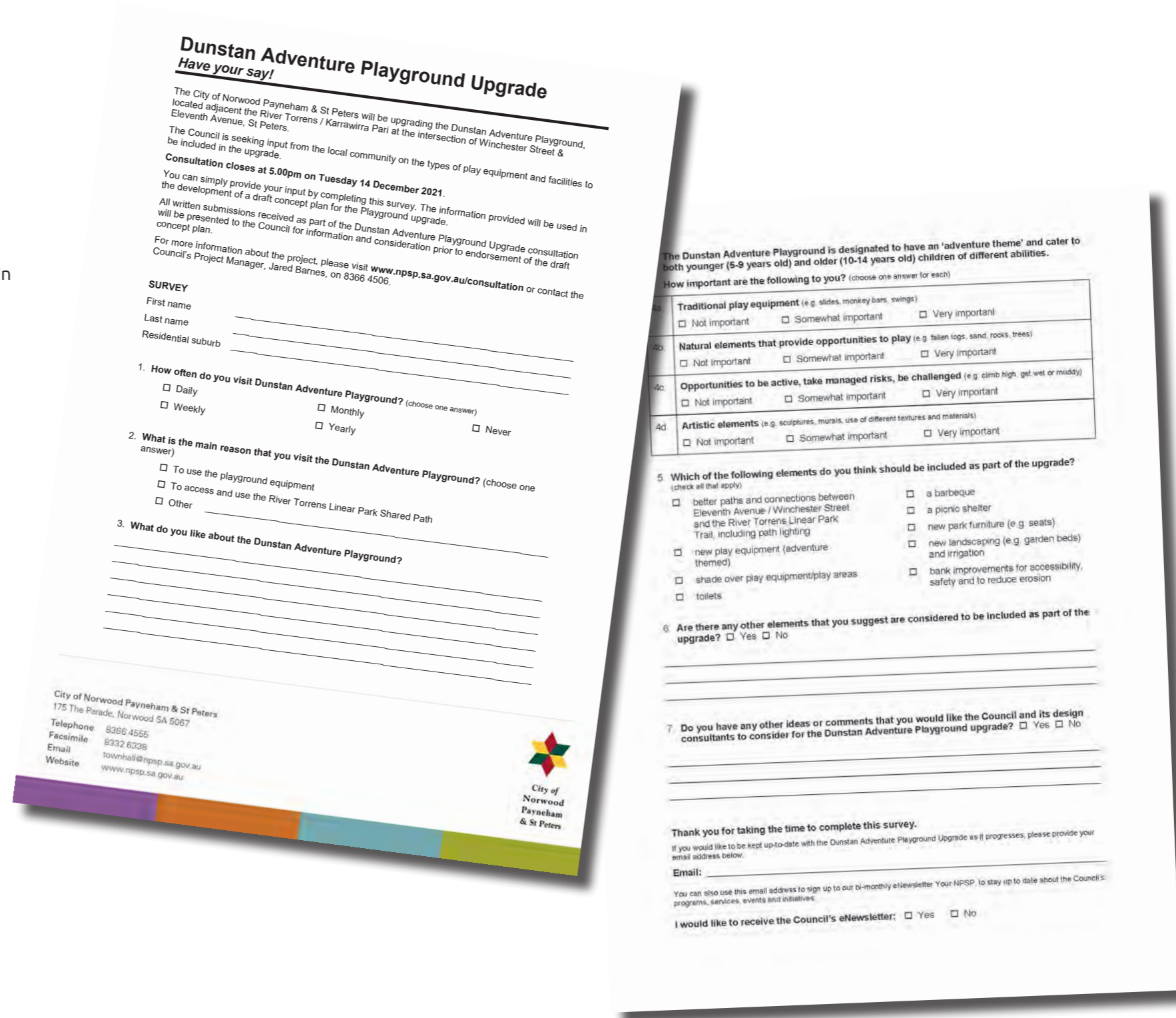


consultation outcomes community consultation - online survey responses

ONLINE CONSULTATION FINDINGS:

An online survey was developed to provide questions to the broader community, seeking their thoughts and opinions. The online responses provide further insight into the usage and future needs of the Dunstan Adventure Playground from a community perspective.

The survey was launched on 23rd of November and closed 14th December, 2021. In total 44 people participated in the survey. A copy of the survey and questions are provided adjacent.





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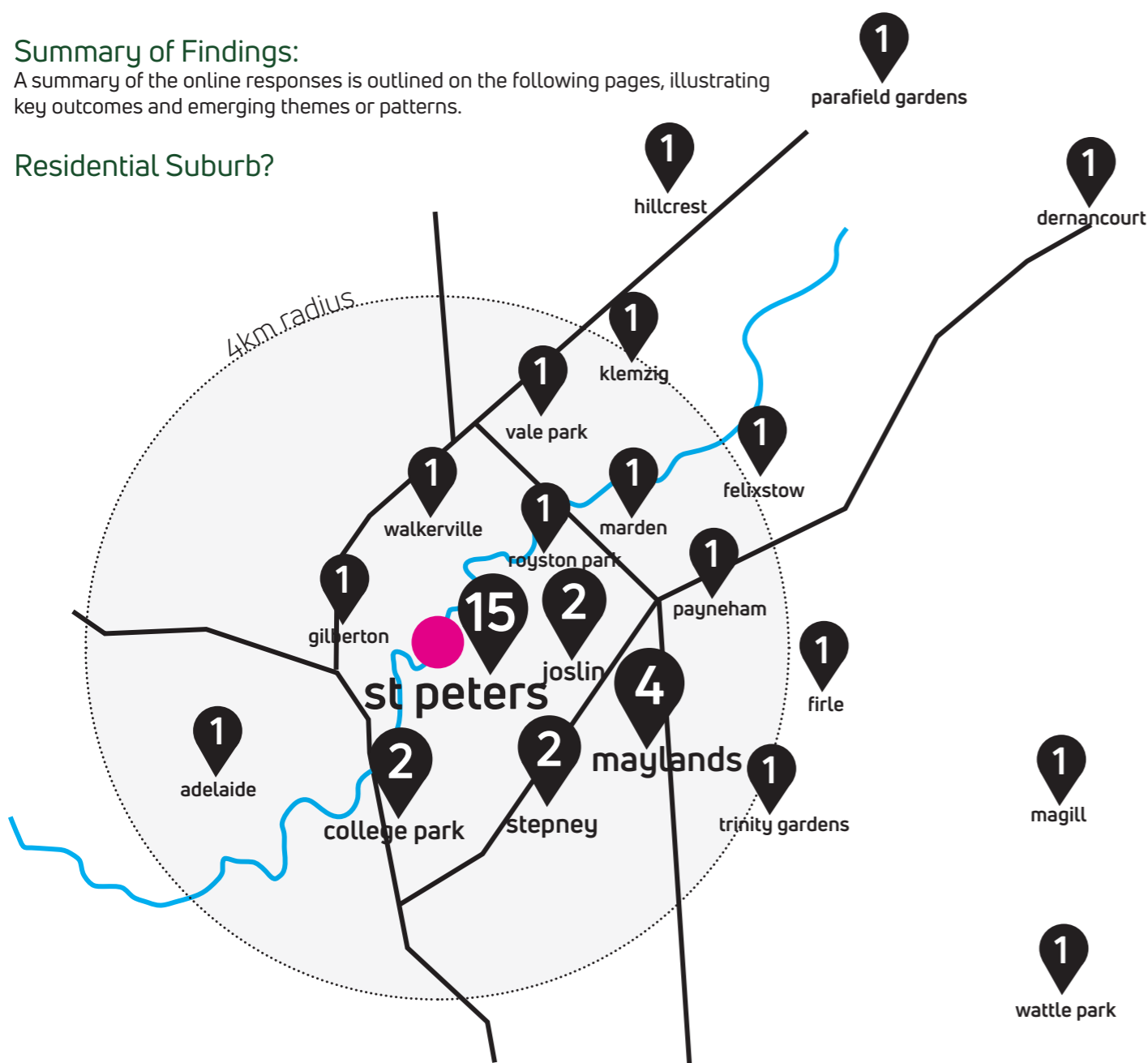
boc. brave and curious.

consultation outcomes community consultation - online survey responses

Summary of Findings:

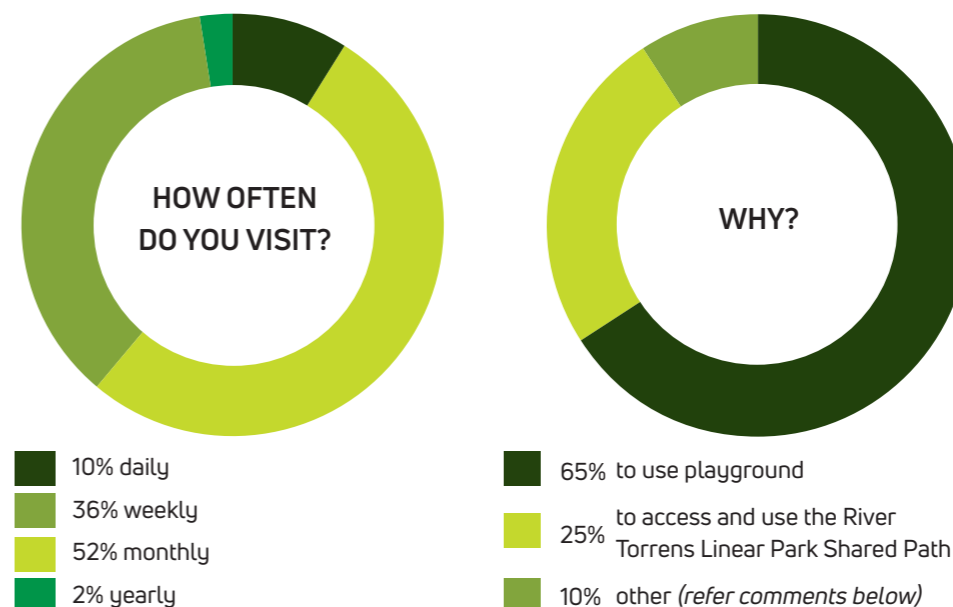
A summary of the online responses is outlined on the following pages, illustrating key outcomes and emerging themes or patterns.

Residential Suburb?



The above map illustrates that a majority of the survey participants who use the playground are local to the area. From 44 participants within the survey the majority live within 4km of Dunstan Adventure Playground with 30% residing in St Peters.

How often do you visit Dunstan Adventure Playground and why do you visit?



More than half of the participants of the survey visit the Dunstan Adventure Playground every month and visit to primarily use the playground equipment.

Further comments are noted below, which provide more description about the reasons for visiting the Dunstan Playground;

- "Meet up with other mums- kids ages quite varied"
- "Use both the playground, slide and shared path as well as the river torrens and walk along the rocks"
- "Use equipment & access linear park"
- "Cross the large stones over the river"
- "Recently also purchased a home on Tenth that backs onto the playground"
- "We ride our bikes there and play on the playground."
- "Also monthly for children to use the playground /meet friends there"
- "Both, to use the Shared Path, as I walk that route every day, but also all my grandchildren have enjoyed the park over the last 20 years"
- "The slide is amazing"
- "We live next door to the park and access the area often - to both walk the Linear Park for our own enjoyment as well as to allow our 4 grandchildren to play on the equipment (ages 3, 6, 8 and 10)."
- "My kids are 2 & 4 so the play equipment is too big for them at the moment but we love riding past & playing in the flat bit of the river there."



clover.
GREEN SPACE



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curious.

consultation outcomes community consultation - online survey responses

What do you like about Dunstan Adventure Playground?

The majority of comments note the importance and use of the big slide, re-iterating the value it has to the public. Key themes which are most liked by the community are as follows;

1. big slide
2. challenging adventure theme
3. natural setting; trees, river, open space

Comments are noted below;

Caters for little and big children. The big slide!

"The big slide, Rope bridge, See saw for toddlers"

Open open area and large playground with lots of equipment

It's location

Equipment, green space, location

Not too crowded with equipment so shyer kids have their space. Nice and shady

Opportunity for risky play still accessible to younger kids

The giant slide and slope make the playground unique

The giant slide mainly, but also the large extent of play options for the kids

The slide!

Lovely open space

Kids love the slide, flying fox and the climbing frame. My kids are 7 and 9

The long slide, the spider web and the rope bridge that allow for safe adventures

Open space, variety of play equipment, linear park setting

Lots of different activities not like all the rest of the playground's around.

The big slide is a point of difference to other parks

The climbing equipment. The different levels so children can walk up and down the slopes. Access to the river.

Play equipment

"Equipment for older children ie the new climbing equipment that's there

The big slide.... Although it needs some maintenance "

We love the location of the playground, just beside the river bank and no cars. Also the lovely trees offer a lot shade.

The variety of the equipment is fantastic. As well, it's good to have some equipment that is challenging for 12+ aged kids.

It's close proximity to our house

Kids love the slide. Nice area

The higher 'risk' of adventure makes it more fun to play on

The giant slide

Lots of shade, parking

My kids love the giant slide and the rope jungle gym

The long slide

Equipment and location

Close to home

The space, the diffiof the equipment, eg slippery dip very challenging and the rope and spider climbing frame very exciting for the youngies

The slippery dip and swings

The slide for the kids and the surroundings for me as a parent

The long open slippery dip

Lovely quiet area, very scenic, great walking/cycling facilities, good playground for young children with a great range of activities for them.

The slide is a huge draw card for my 12 yo and my 4 yo

"The environment - river nearby, big trees

It's on the Torrens path for stop off on bike rides

The big slide!!!

Varied equipment for different age/competency levels

"Love the long slide, but it is difficult to use (kids seem to get stuck on it). Would be great if it was replaced with a material that kids could slide on.

Currently there are great climbing obstacles.

Adventure elements, different from other playgrounds

"big slide

big play equipment"

Large space/natural surrounds



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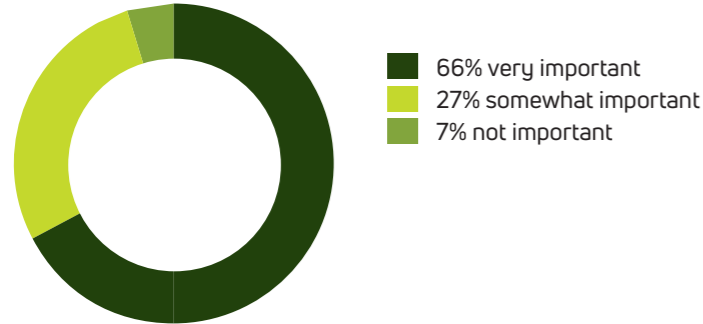


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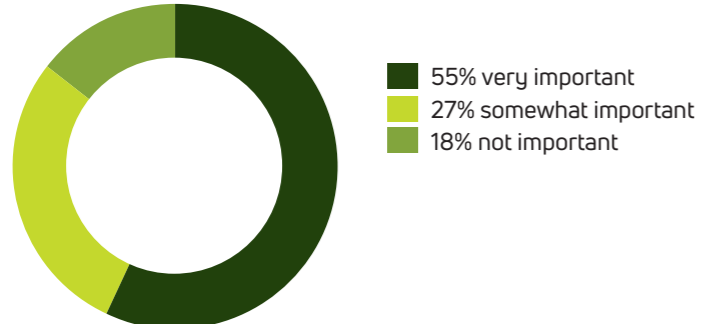
consultation outcomes community consultation - online survey responses

How important is...

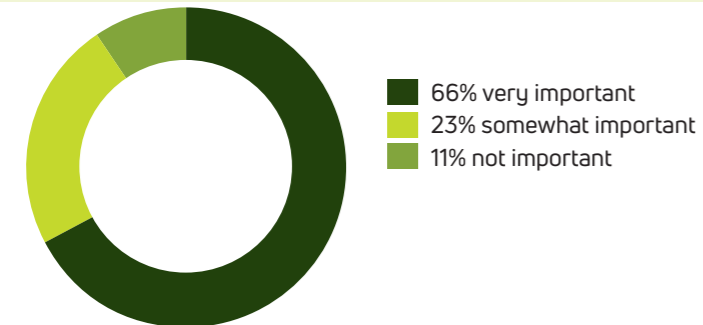
...traditional play equipment



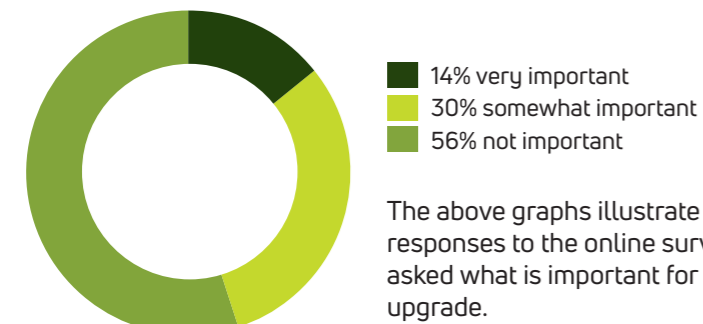
...natural elements that provide the opportunity for play



...opportunities to be active, take managed risks, be challenged



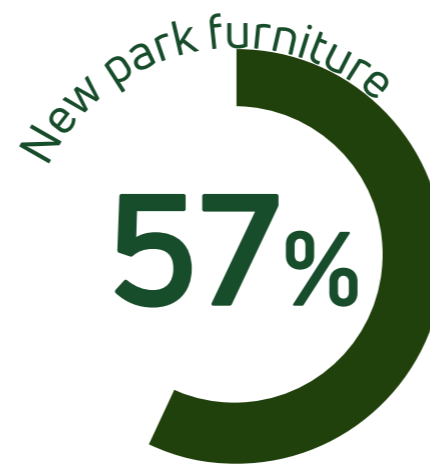
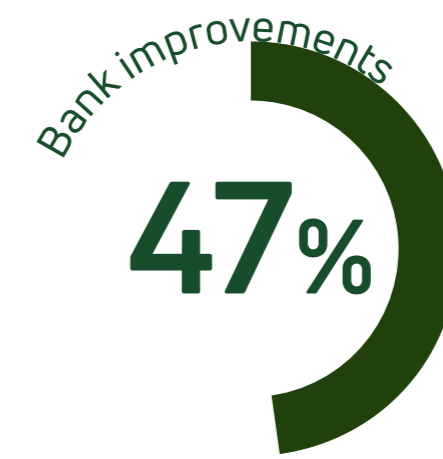
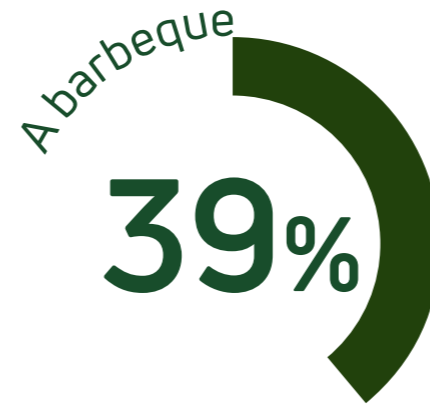
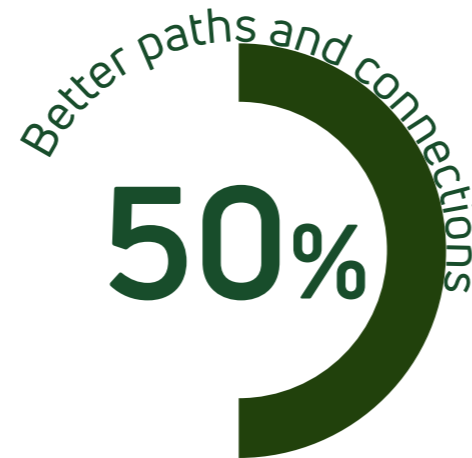
...artistic elements



The above graphs illustrate a summary of responses to the online survey question which asked what is important for inclusion within the upgrade.

Traditional play and active and challenging play were captured as being the most important, where as artistic elements were the least supported, noting the majority felt they were 'not important' to be included within the upgrade.

Which of the following elements do you think should be included as part of the upgrade?



The adjacent graphs illustrate the percentage of surveyed participants who support the inclusion of the described elements as shown.

Both toilets and new play equipment are by far the clear preferred for a majority of participants, with over 70% wanting these elements included within the upgrade.

New park furniture and shade were other supported elements with just over 50% preferring these elements for inclusion.

New landscaping, and interestingly a new barbeque and picnic shelter were lower priorities. This finding is contradictory to the feedback during the Community Drop-in Session, where barbeque's were preferred over other elements to be integrated within the reserve.



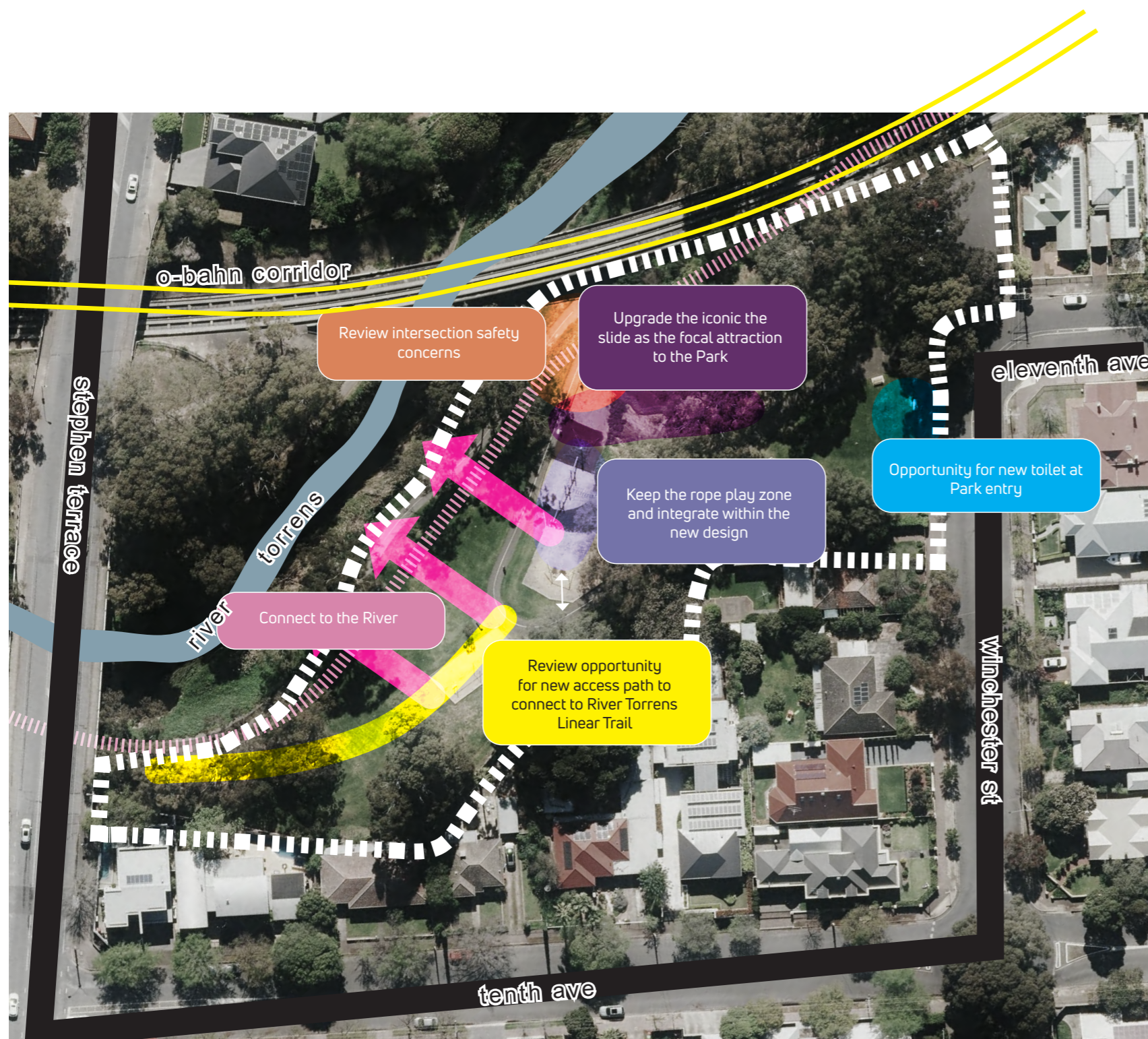
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curious.

consultation findings and opportunities



Summary of Consultation Findings:

During the consultation period for Dunstan Adventure Playground, park users were consulted through a range of methods:

School consultation – conducted on 2nd December 2021

Community onsite drop-in – held 4th December 2021

Online survey consultation – open from 23rd November – 14th December 2021

Kaurna Yerta Aboriginal Corporation (KYAC) - 31st January and March 1st 2022

After a review of all consultation outcomes, five key points have emerged common across all forms of consultation. These are as follows:

1. Keep and upgrade the big slide
2. Connect to the river
3. Incorporate challenging play
4. Resolve safe cycle movement
5. Include toilets

The adjacent plan visually highlights key opportunities taken from the consultation findings to be considered during the development of the concept design.

During the KYAC consultation key themes emerged during the conversations. These are as follows:

1. Underlying Kaurna narrative: ways of understanding this Country
2. Connection to the River Karrawirra Pari
3. Restoring landscape: 'bring back things that were there before'
4. Repatriating cultural ways

These themes will provide an overarching narrative to the developing concept plan.



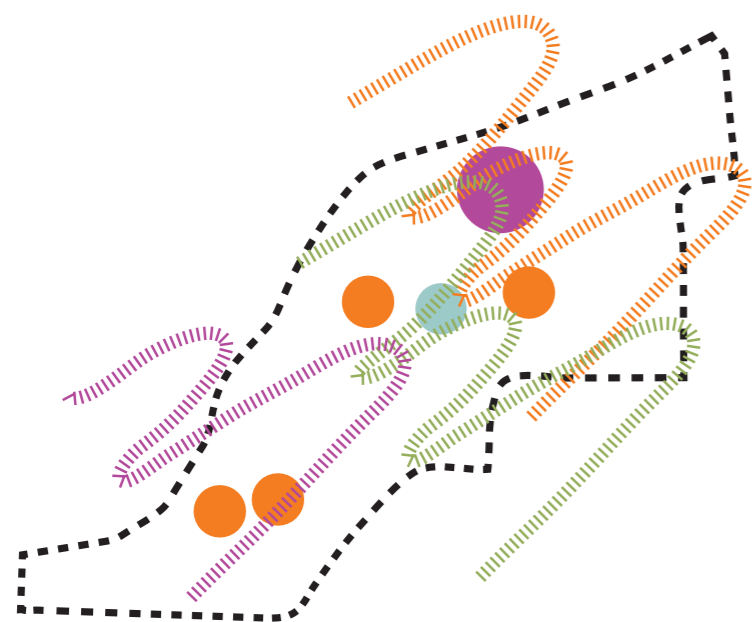
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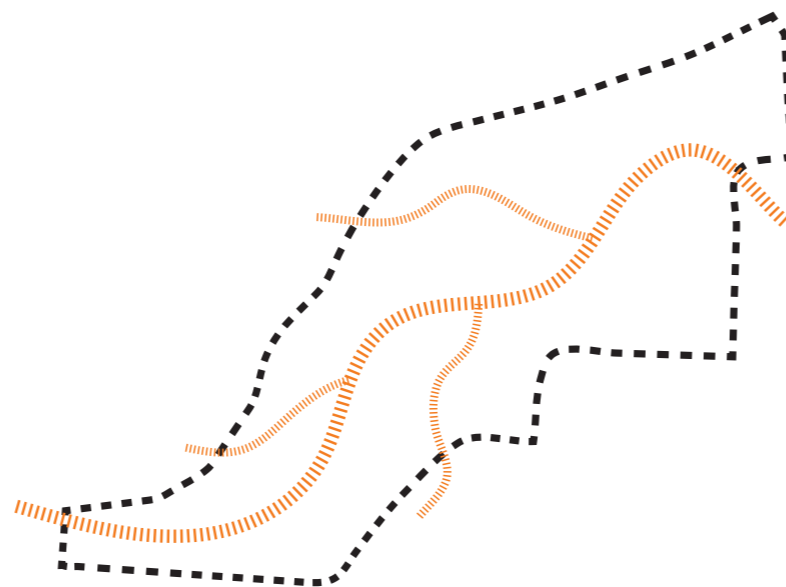
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design principles

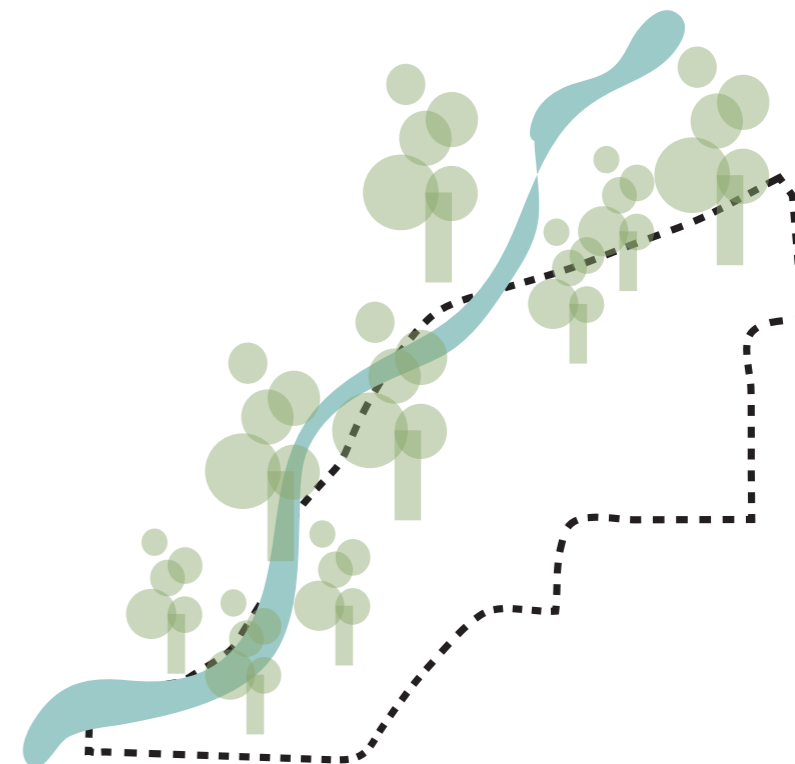
The Dunstan Adventure Playground upgrade will...



...offer adventure themed experiences and challenges to cater for a broad range of age groups and users of all abilities.



...ensure safe play, movement and access for all users.

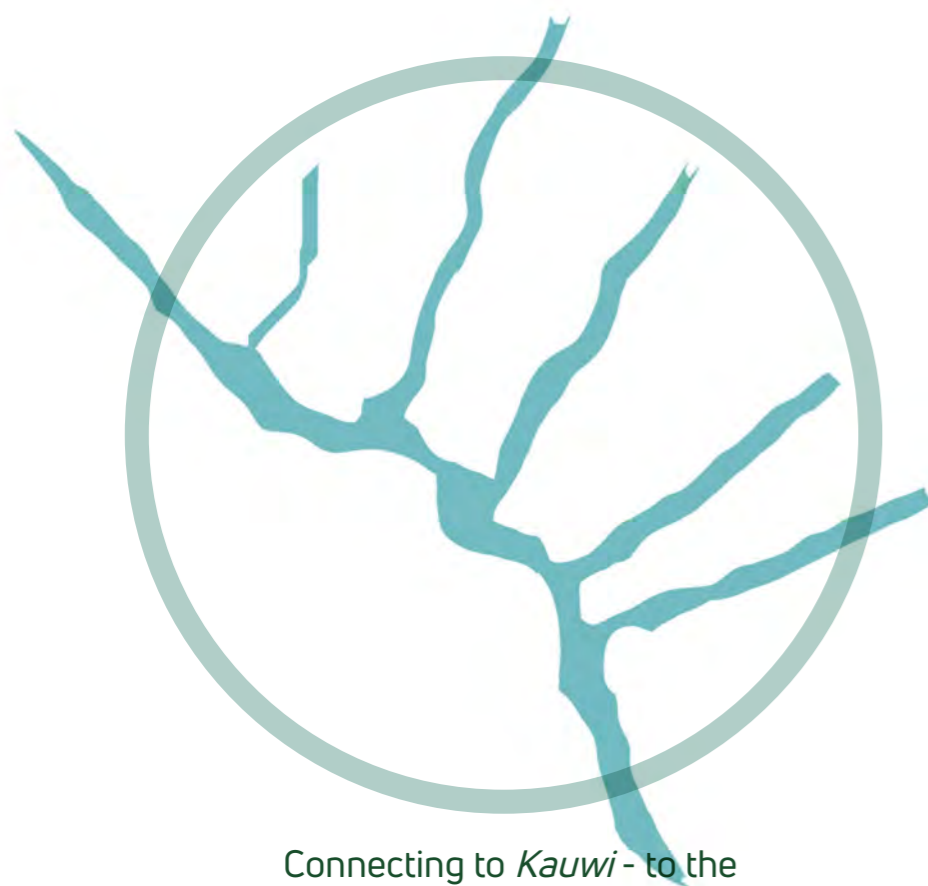


...draw inspiration from the Karrawirra Pari River Torrens environment.



key design themes

Drawing inspiration from conversations with the Kurna Yerta Aboriginal Corporation (KYAC) board members and the landscape character of Dunstan Adventure Playground, the below illustrations reflect key design themes to integrate within the playspace design.



Connecting to *Kauwi* - to the River and all the river represents for the Kurna

- *Kauwi* (water) refers to rivers, creeks, springs, lagoons, reed beds, estuaries and the coastal waters of Gulf St Vincent.
- Rivers, creeks and springs connected the Kurna to Country through ecology and cosmology.

important to tell the story of what was here before - Tania

repatriating cultural ways - Madge

story telling needs to come from the heart - Tania

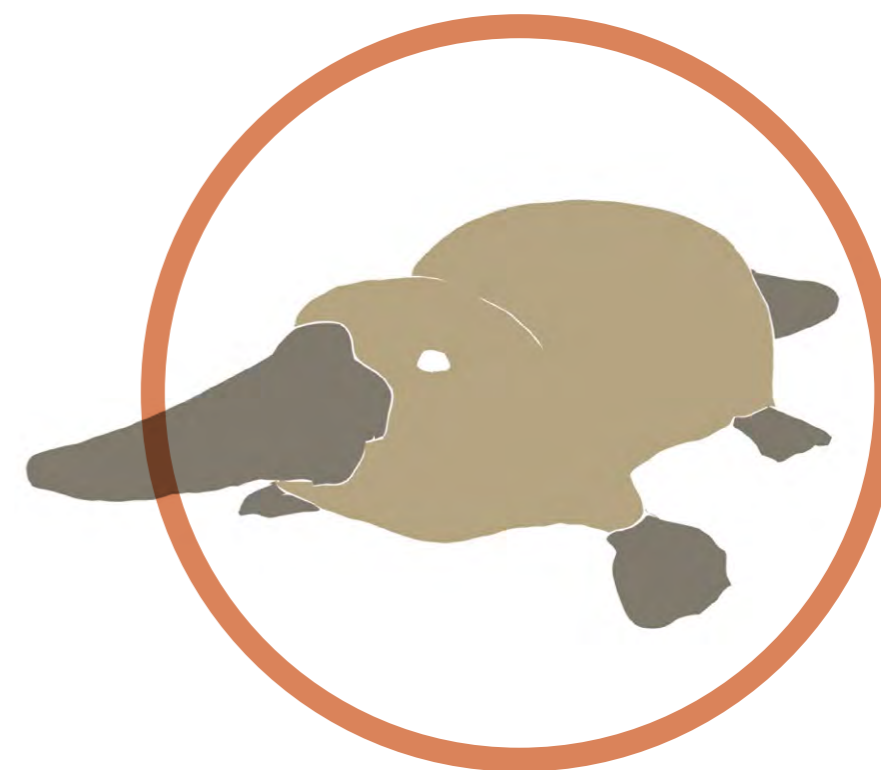


Restoring the Natural Landscape

- What did this place used to look like?
- New planting undertaken within the project to integrate bush food species and rush-type forms
- Interpretive signage and artworks can educate on the landscape that once was and local fauna and flora

the sound of wind in the rushes - Rosalind

educating kids about Country - Tania



Telling Stories Through Play

- Represent important Kurna stories within play elements
- The significance of the fish trap and woven nets
- The importance of the platypus
- The art of weaving using local reeds
- Encourage education of the younger audience through integrated interpretive elements and artworks

story of different types of water systems through the river - Rosalind

incorporation of Kurna food and plants - Tania

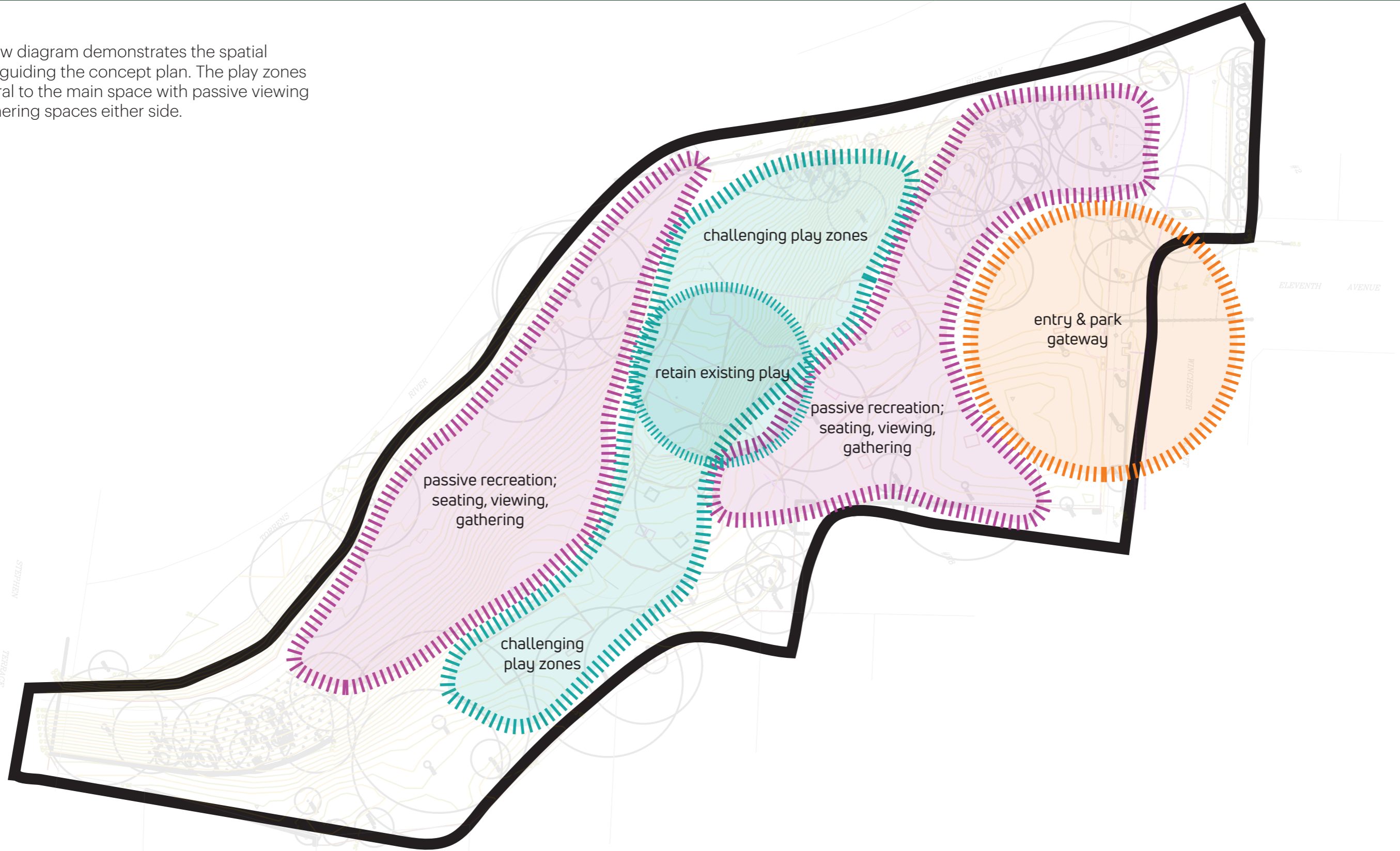


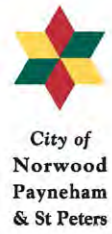
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concept design spatial planning

The below diagram demonstrates the spatial thinking guiding the concept plan. The play zones are central to the main space with passive viewing and gathering spaces either side.



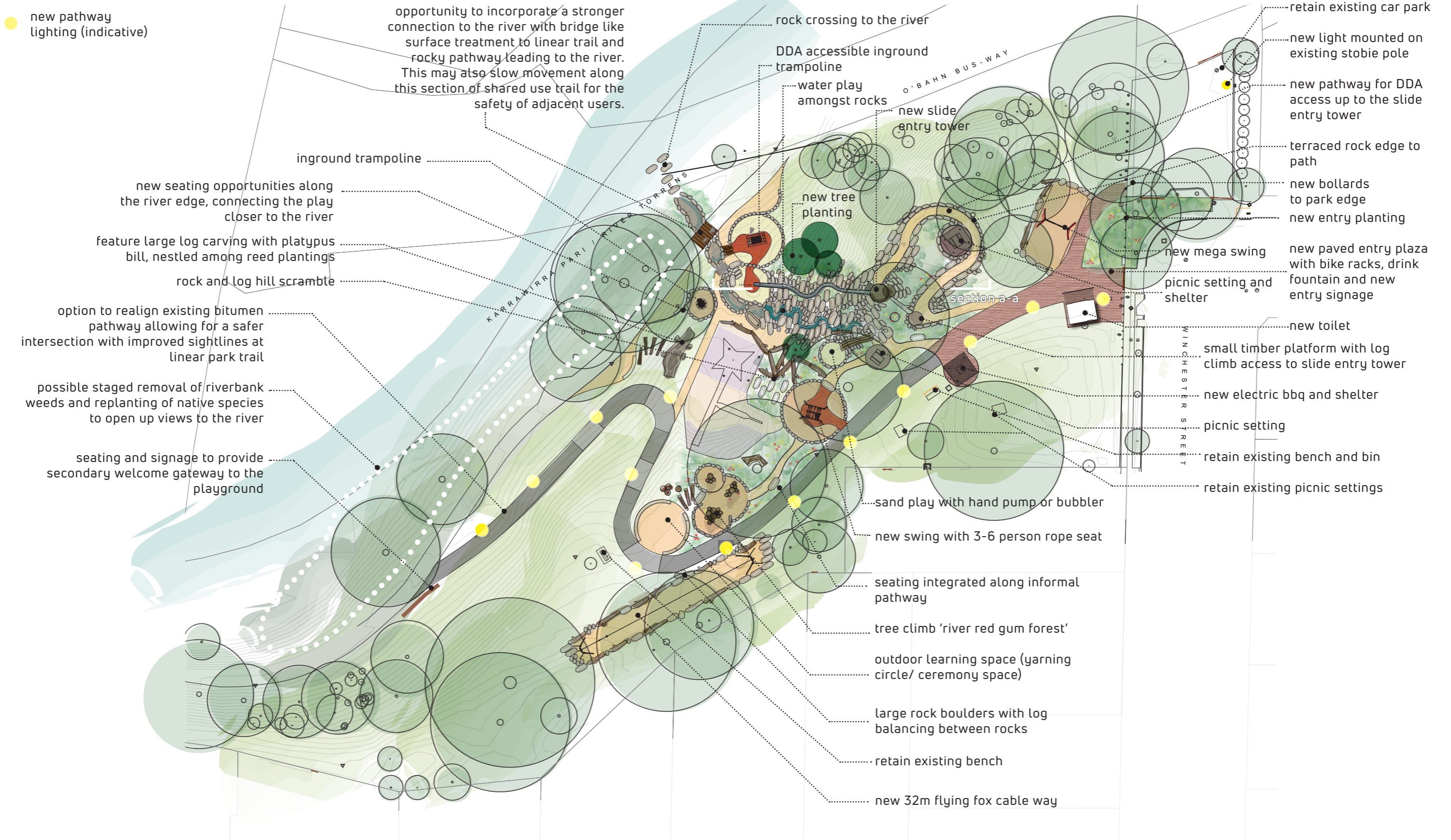


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concept plan

● new pathway lighting (indicative)



opportunity to incorporate a stronger connection to the river with bridge like surface treatment to linear trail and rocky pathway leading to the river. This may also slow movement along this section of shared use trail for the safety of adjacent users.

rock crossing to the river
DDA accessible inground trampoline

water play amongst rocks

new slide entry tower

retain existing car park

new light mounted on existing stobie pole

new pathway for DDA access up to the slide entry tower

terraced rock edge to path

new bollards to park edge

new entry planting

new paved entry plaza with bike racks, drink fountain and new entry signage

new toilet

small timber platform with log climb access to slide entry tower

new electric bbq and shelter

picnic setting

retain existing bench and bin

retain existing picnic settings

inground trampoline
new seating opportunities along the river edge, connecting the play closer to the river

feature large log carving with platypus bill, nestled among reed plantings

rock and log hill scramble

option to realign existing bitumen pathway allowing for a safer intersection with improved sightlines at linear park trail

possible staged removal of riverbank weeds and replanting of native species to open up views to the river

seating and signage to provide secondary welcome gateway to the playground

sand play with hand pump or bubbler

new swing with 3-6 person rope seat

seating integrated along informal pathway

tree climb 'river red gum forest'

outdoor learning space (yarning circle/ ceremony space)

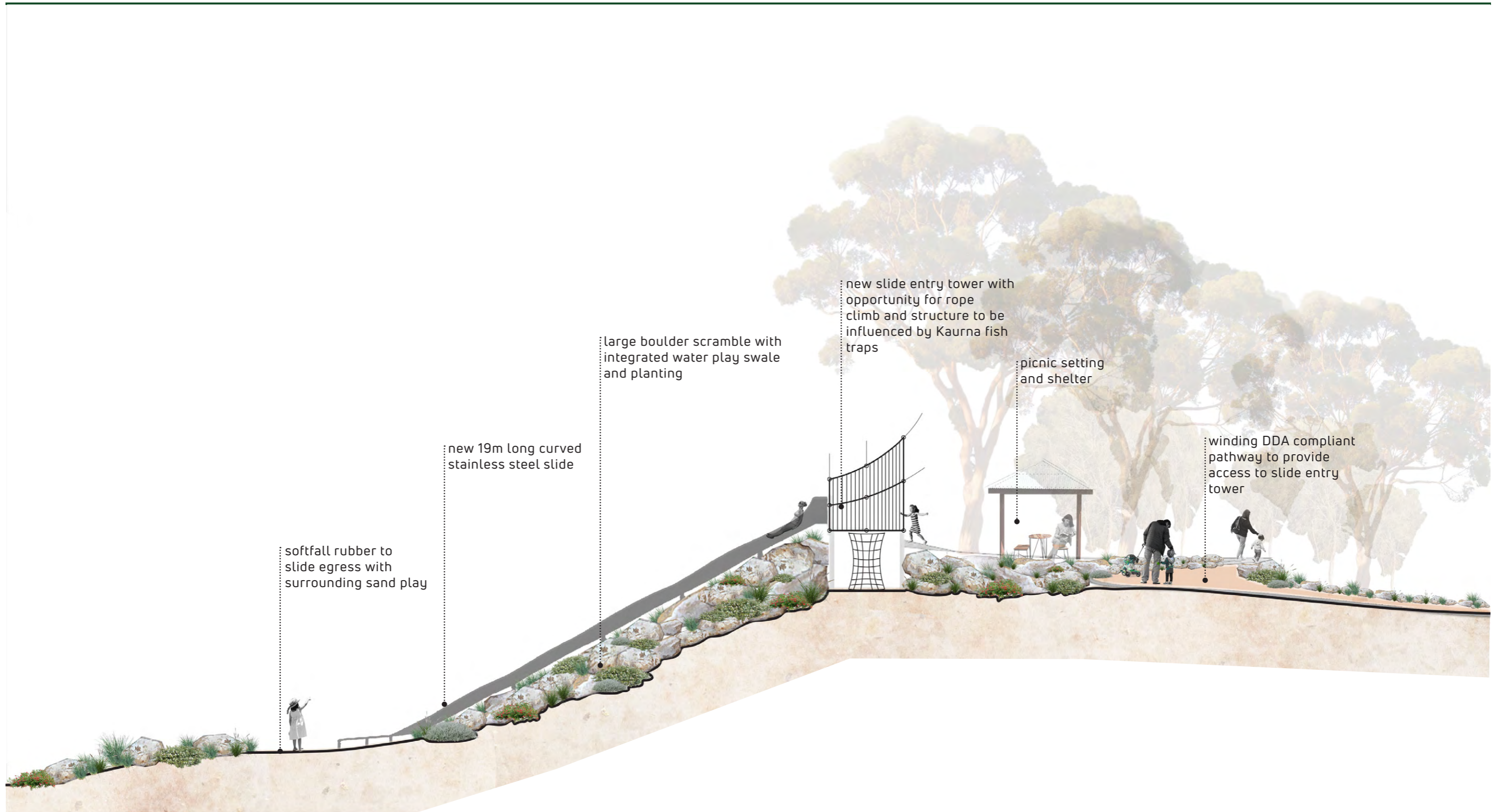
large rock boulders with log balancing between rocks

retain existing bench

new 32m flying fox cable way



slide design - section





3D visualisation - base of slide



The above visualisation is an indicative view of the play and recreation experiences between the new slide and the bank of the Karrawirra pari. It shows the DDA accessible inground trampoline, sand play, boulder scramble, play swale and integrated planting.



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3D visualisation - climbing tree trunks



The above visualisation is an indicative view looking south across the climbing tree trunks play zone towards the Kaurna yarning circle/ ceremony space. The foreground includes the integration of one of the existing large Eucalypts, with new planting and an informal pathway between play zones.



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precedent imagery - play elements



log scramble elements

inground trampoline

varied swing elements

climbing posts

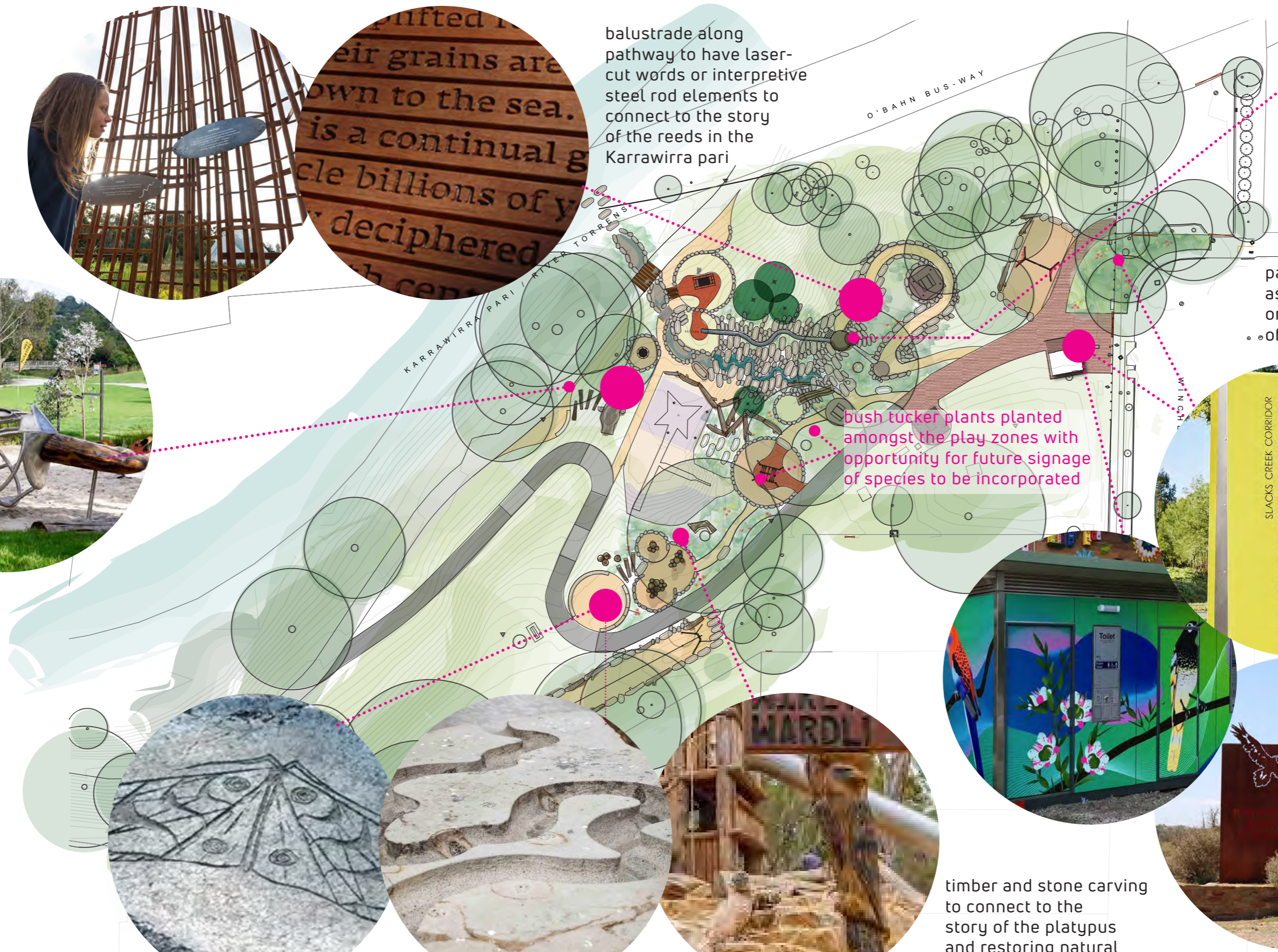
draft



art & interpretation opportunities



balustrade along pathway to have laser-cut words or interpretive steel rod elements to connect to the story of the reeds in the Karrawirra pari



opportunity for slide entry tower to be symbolic of Kaurua fish traps

park signage integrated as stand-alone signage or mounted onto corner of toilet block with mural

bush tucker plants planted amongst the play zones with opportunity for future signage of species to be incorporated



timber and stone carving to connect to the story of the platypus and restoring natural landscape





message posts - story telling

Integrating storytelling into a project needs to come from the heart

we belong to the land -Trevor

kids like tangible stories - Les

footprints of our stories need to be in there to show the significant of this place - Ann

telling the story of the flow of water from the hills to the sea - Tania

this would have been a significant campsite - as a high point along the river, you would have seen many campfires - Trevor

the river is an important historical place - Madge

stories need to connect with the play elements and reflect the area - Rosalind

imagine how Kurna people would manage, interact with, celebrate in this place

Above are paraphrased notes, ideas and quotes from meetings with the KYAC board.



Message posts located alongside seating areas throughout the playground provide digital storytelling experiences through QR code technology. This is an opportunity for Kurna stories to be told by the Kurna community.



clover.
GREEN SPACE

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precedent imagery - furniture elements



public toilet (Drage Reserve)



pole top lighting



shelter and BBQ



bike racks



drink fountain/bottle filler



bollards



large stone slab seats



picnic table



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precedent imagery - materiality



insitu concrete pavement



compacted sand



pine chip softfall



rubber softfall



local species planting



sand and pebble



bitumen pathway



large rock boulders

11.2 REVIEW OF POLICIES

REPORT AUTHOR: General Manager, Governance & Community Affairs
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4549
FILE REFERENCE: qA61370
ATTACHMENTS: A - E

PURPOSE OF REPORT

The purpose of the report is to present a number of policies which have been reviewed to the Council for 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.

A review of all Council Policies commenced in 2018 and as a result all Policies have been reviewed, a number of new Policies have been adopted and a number of Policies have been revoked.

A list of all Council Policies is contained within **Attachment A**.

The following Policies are now scheduled to be reviewed:

1. Access & Inclusion (**Attachment B**);
2. Community Information (**Attachment C**);
3. Conditions of Library Use (**Attachment D**); and
4. Library Collection Development (**Attachment E**).

Where required, the Policies have been amended to ensure that the Policies meet current standards and reflect the Council's position on the respective matters.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable.

DISCUSSION

Access & Inclusion Policy

The *Access & Inclusion Policy* is an existing Policy.

In 2018, following the adoption of the *Access & Inclusion Strategy – A City for All*, which provides direction for creating an accessible and inclusive community for citizens of all aged, abilities and culture, the *Access & Inclusion Policy* was reviewed and updated to align with the Strategy.

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.

Following the review of the current Policy, only minor amendments and formatting changes are recommended.

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

Community Information Policy

The *Community Information Policy* is an existing Policy.

The Policy outlines how the Council plays a role in supporting community groups and organisations to promote their services, events and activities by assisting with the distribution of community information through its various communication tools, to link these vital events, programs and services to the community.

Following the review of the Policy, minor updates have been made to reflect changes to the contemporary mechanisms the Council now utilises to support the dissemination of community information to the community.

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

Conditions of Library Use Policy

The *Conditions of Library Use Policy* is an existing policy.

The Policy sets out the Conditions on which the Council will provide access to the Libraries (and their buildings) to the community, in order to provide a safe, healthy and positive environment for both customers and staff. The Conditions of Use aim to ensure that the behaviour of citizens using and accessing Library services, facilities, or programs is reasonable and does not infringe upon the amenity, wellbeing, safety, or rights of other users and staff.

Following the review of the Policy, only minor grammatical updates have been made to the Policy and its Conditions.

A copy of the draft *Conditions of Library Use Policy* is contained within **Attachment D**.

Library Collection Development Policy

The *Library Collection Development Policy* is an existing policy.

The Policy sets out how the Council will develop and maintain its Library collection through a framework to assist with the introduction or removal of resources from the collection.

Following the review of the Policy, only minor changes have been made to the content to reflect the updated adoption dates of the One Card Network Operations Guide – Collection Maintenance which is referred to in the Policy.

A copy of the draft *Library Collection Development Policy* is contained within **Attachment E**.

OPTIONS

The Council can determine not to endorse the draft Policies, however as the draft Policies have been prepared to meet legislative requirements, and manage particular matters in accordance with the Council's position, it is recommended that the Council adopts the draft Policies as presented.

CONCLUSION

Pursuant to 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 changes to the policies reflect minor amendments and those changes have not altered the intent or key requirements of the policies, it is recommended that the Council determine that the draft policies do not require public consultation as part of this review.

There is no legislative requirement to consult in respect to the attached policies.

RECOMMENDATION

That the following Policies be adopted:

- Access & Inclusion (**Attachment B**);
- Community Information (**Attachment C**);
- Conditions of Library Use (**Attachment D**); and
- Library Collection Development (**Attachment E**).

Attachments – Item 11.2

Attachment A

Review of Policies

City of Norwood Payneham & St Peters
175 The Parade, Norwood SA 5067

Telephone 8366 4555
Facsimile 8332 6338
Email townhall@npsp.sa.gov.au
Website www.npsp.sa.gov.au



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City of
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POLICIES

CODES

Code of Conduct for Council Members
Code of Practice – Access to Meetings & Documents

FINANCE

Asset Impairment
Asset Revaluation
Assets Capitalisation and Depreciation Guideline
Assets Capitalisation and Depreciation Policy
Bad Debt Write-Off
Bank Accounts
Budget Policy Guidelines
Budget Policy
Budget Review Policy Guidelines
Budget Review Policy
Credit Card
Credit
Disposal of Land and Assets
Expenditure Policy & Delegation of Authority
Fees & Charges
Financial Hardship
Fringe Benefits Tax
Funding
Goods & Services Tax
Payments
Petty Cash
Prudential Management
Rate Rebates on Council Land Leased or Licenced
Salaries & Wages Administration
Treasury Management

GOVERNANCE

Access & Inclusion
Asset Management
Civic Bands & Orchestra Policy
Civic Collections
Civic Recognition
Code of Conduct for Council Members – Complaint Handling Procedure
Community Consultation
Community Funding Program
Community Gardens
Community Information
Complaints Handling Policy & Procedure
Conditions of Library Use
Council Assessment Panel Review of Decisions of the Assessment Manager
Council's Role in Markets
Data Management Guidelines
Display of Business Merchandise and Objects on Council Footpaths
Elected Member Access to Legal Advice
Elected Member Allowances & Benefits

Elected Member Training & Development
 Elected Members Electronic Communications Policy Guidelines
 Elected Members Electronic Communications Policy
 Emergency Disaster Donations
 Events
 Fraud, Corruption, Misconduct & Maladministration Prevention Policy
 Freedom of Information
 Informal Gatherings
 Information Management Policy
 Internal Control
 Library Collection Development Policy
 Library Outreach Services Policy
 Live Music
 Local Area Traffic Management
 Local Government Elections Caretaker Policy & Guidelines
 Mobile Food Vendor Guidelines
 Naming of Roads and Public Places Policy & Procedure
 Norwood Oval Football Passes
 Order Making
 Plaques, Monuments & Memorials
 Policy of Notification – Accredited Professionals
 Privacy Policy
 Private Laneways Policy & Procedure
 Procurement Policy Guidelines
 Procurement Policy
 Public Art
 Public Interest Disclosure Policy & Procedure
 Public Liability Insurance for Community Groups when Hiring Council Owned Facilities
 Rate Rebate Policy
 Rating Policy
 Reconciliation
 Records Disposal
 Records Management Guidelines
 Removal and Impounding of Vehicles
 Requests for Services Policy and Procedure
 Review of Decisions Policy & Procedure
 Risk Management
 Safe Environments Policy
 Smoke-Free Policy
 Social Media Policy
 Temporary Road Closures for Non-Council Initiated Road Events
 Unreasonable Complainant Conduct Policy & Procedure
 Verge Landscaping and Maintenance Policy & Guidelines
 Waste Management Policy
 Work Health & Safety Policy Statement

SERVICE

Closed Circuit Television Policy
 Directional Signage
 Footpaths and Driveway Crossovers
 Irrigation
 Mobile Garbage Bins
 On-Street Parking Permit
 Outdoor Dining
 Public Buildings
 Reinstatement of Council Infrastructure by Public Utilities
 Tennis Facilities
 Tree Policy

URBAN PLANNING & ENVIRONMENT

Building Inspection

Development Assessment & Development Compliance Reporting & Monitoring

Planning Approval Compliance & Development Complaint Handling Policy

Attachment B

Review of Policies

City of Norwood Payneham & St Peters
175 The Parade, Norwood SA 5067

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NAME OF POLICY: Access & Inclusion

POLICY MANUAL: Governance

BACKGROUND

The Council developed and adopted a Disability Policy, to guide the Council in its future support of citizens living with disability and their Carers. The Disability Policy provided a framework for the 2007-2012 Disability Action Plan, which was prepared in response to the requirements of the Commonwealth *Disability Discrimination Act 1992*.

A review of the *Disability Policy* was completed in 2012, resulting in the development of the Council's Access & Inclusion Policy which broadened the scope of the Policy from accessible environments to inclusion.

The Access and Inclusion Policy was adopted by the Council in July 2012. A review of the Council's *Access & Inclusion Policy* was again undertaken in 2018, to align the policy with the direction set out in the Council's 2018-2021 *Access & Inclusion Strategy- A City for All*.

DISCUSSION

The aim of the Council's *Access & Inclusion Policy* is to facilitate wellbeing outcomes for citizens of all ages, abilities and backgrounds through accessible and inclusive services, programs facilities and infrastructure.

The Council's Access & Inclusion 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* (the Act), is to eliminate as far as possible, discrimination against citizens on the grounds of disability. The Act was designed to ensure that citizens with disabilities are not disadvantaged by being deprived of equal opportunity, through stereotyping, prejudice, and misconception or by unnecessary barriers or restrictions. The Act reinforces the Council's legal responsibility to facilitate access and to treat citizens with a disability as equally as able bodied citizens.

KEY PRINCIPLES

- All citizens have the right to contribute to the social, environmental, political, economic and cultural life of the community.
- The Council will provide leadership to the wider community by openly recognizing, valuing and supporting citizens living with a disability and their Carers.
- The Council will encourage the wider community to understand, respect and support citizens with a disability and their families and Carers.
- Council facilities and reserves will be designed and developed to support all citizens where practical, (subject to heritage, topography and funding constraints).
- The needs of citizens with disabilities will be recognized in the development, planning and delivery of services, programs, events and projects.
- The Council will assist in communicating information and opportunities on disability related matters, facilities and services in the area;
- Generic programs and events provided or supported by the Council, will be aimed at encouraging integration and inclusiveness.

Definitions

Citizen

A person, who lives, works or visits the City of Norwood Payneham & St Peters.

Disability

A disability is any temporary or continuing condition that restricts a person's everyday activities. This includes long-term physical, psycho-social, intellectual, cognitive, neurological or sensory impairment, or a combination of any of these impairments, which in interaction with various barriers may hinder the person's full and effective participation in society on an equal basis with others;

Inclusion

Refers to social inclusion, where all citizens feel valued and have the opportunity to participate fully in the community¹.

Principles of Universal Design

The Universal Design Principles² are a set of principles which seek to achieve maximum benefits from designs for people of all ages and abilities. The seven (7) principles are listed below:

1. *Equitable Use* - seeks to maximise the usefulness of design for everyone, identical whenever possible and equivalent when not, so that it avoids segregating or stigmatising any users.
2. *Flexibility in Use* - values design that accommodates a wide range of individual preferences and abilities.
3. *Simple and Intuitive Use* - seeks to create ease of understanding for users, regardless of their experience, knowledge and language.
4. *Perceptible Information* - seeks to ensure that design allows information to be communicated effectively to the user, regardless of ambient conditions or the users sensory abilities.
5. *Tolerance for Error* - seeks to minimise hazards and the negative consequences of accidental or unintended actions.
6. *Low Physical Effort* - seeks to ensure that interaction with the environment can occur efficiently and comfortably and with minimal fatigue.
7. *Size and Space for Approach and Use* - seeks to maximise approach, reach and manipulation capabilities of users irrespective of their size, posture and mobility.

Principles of Adaptable Housing

Principles of Adaptable Housing

The Principles of Adaptable Housing were developed by Standards Australia (Australian Standard 4299)³. As there is no legal requirement for residential housing to comply with these standards, as the standards are provided as reference for developers and members of the general public to consider for their own needs. The intent of the Adaptable Housing Principles is to develop houses that are easily adaptable to suit the changing needs of the owners and occupiers.

¹ www.socialinclusion.gov.au/about/what-social-inclusion Accessed 10 April 2012

² Centre for Universal Design. www.ncsu.edu/project/design-projects/udi/center-for-universal-design/the-principles-of-universal-design Accessed 9 January 2012

³ Australian Standard - Adaptable Housing AS 4299 www.SAIGlobal.com Accessed on 10 January 2012
http://onenpsp/sites/teams/gca/Executive_Management/Management/Policy_Management/Draft_Policies/Draft_-_Access_Inclusion_Policy_April_2022.doc
http://onenpsp/sites/teams/gca/Executive_Management/Corporate_Policy_Manual/Governance_-_Access_&_Inclusion.doc

The principles are:

1. Adaptable Housing incorporates housing design features that are designed to benefit all owners and occupiers.
2. Later modifications required, will prove to be relatively easy to do at minimum inconvenience and cost and will offset the initial price thereby encouraging the occupant to remain in the home.
3. Adaptable housing will have features, materials and dimensions designed for safety and ease of use.
4. The design supports and enables the occupant to remain close to their existing community and family networks.
5. The adaptable house must in all of its features suit any future occupant with any level of disability.

POLICY

The City of Norwood Payneham & St Peters recognises that its citizens are diverse in age, culture and abilities. All citizens are valued members of the community who contribute to the social, economic and cultural life within the City. The Council is committed to supporting and improving access, equity, inclusion and quality of life for citizens of all ages, abilities and cultures. The Council will seek to achieve this by:

- raising awareness and understanding of disability and related needs of the community;
- achieving accessible environments to ensure that all citizens can utilise Council's facilities and services;
- contributing to the provision of information and services that support people living with disability and their Carers;
- facilitating and supporting initiatives provided by community and service groups that provide opportunities for citizens with disabilities to participate; and
- advocating and lobbying for State and Federal Government funding and support through the Local Government.

The Council's role will be to:

- Facilitate
- Coordinate
- Support
- Inform
- Advocate
- Lobby

The commitment embodied in this Policy will be achieved within the Council's capabilities and available resources and does not commit the Council to funding all potential initiatives relating to disability. This Policy is also subject to the availability of resources provided by other levels of government and other organisations working in the disability field.

The *Access & Inclusion Policy* focuses on the following priorities:

- Culture
- Accessible Environments
- Information and Awareness
- Living and Lifestyle
- Partnerships

Culture

The Council will seek to create a culture of respect and support for all citizens who live work or visit the City of Norwood Payneham & St Peters and the wider community. To achieve this, the Council will:

1. ensure all Elected Members, Staff and Volunteers are aware of and understand the needs of citizens with disabilities and their families and Carers and provide support and opportunities for professional development opportunity for staff to enhance on knowledge and skills in the areas of providing services and responding to disability issues;
2. support flexible employment and Volunteer involvement for people with a disability and their Carers, where the required skills and experience requirements are met and flexibility is feasible;
3. ensure communication and processes are designed to support citizens of all ages, abilities and cultures. Where required, additional customer service support will be provided to assist citizens living with disability; and
4. aim to raise the community's awareness of disability and encourage respect and support from the wider community:
 - through its service provision and practice;
 - by promoting inclusion and equity;
 - by supporting events and activities that raise the profile of disability; and
 - by involving community members in disability initiatives.

Accessible Environments

The Council will seek to strategically identify and address issues relating to physical access, sight and hearing impairments. The Council will seek to achieve this by:

1. identifying priorities for improved physical access through an audit of footpaths and Council buildings. Priorities for improved physical access will be actioned through the Access & Inclusion Strategy;
2. providing and maintaining facilities and assets, which as far as practicable comply with the *Disability Discrimination Act 1993* and Australian Standards and Codes. Due to heritage, topography or cost constraints, some facilities may have restricted access, however, should such circumstances arise the following will be implemented:
 - some level of access for citizens with disabilities in most facilities and open space;
 - barriers to access will be minimized; and
 - a number of facilities and reserves ~~will that~~ have a high level of disability access across the City of Norwood Payneham & St Peters.
3. considering the needs and opportunities for access for citizens with a disability when planning for open space and recreation. Initiatives that support citizens with sight and hearing impairments will be investigated and established where appropriate;
4. encouraging property developers to integrate 'good practice' design for citizens which incorporates elements that support inclusiveness for all citizens and includes the use of Universal Design and Adaptable Housing principles, in commercial and residential development; and
5. encouraging community members and Council staff to report issues and maintain environments to ensure that they are accessible for all citizens .

Information and Awareness

The Council will contribute to providing current information to increase the awareness of support and lifestyle opportunities for all citizens. To achieve this, the Council will:

- provide information on Council services, programs and events through its websites and Customers Service Centres.
- provide information in alternative and accessible formats which meets the needs of a diverse audience (i.e. different languages and for all abilities).
- aim to provide and use systems to improve communication with people who have a hearing, vision, language or learning disability; and
- communicate information on services and programs that takes into consideration the needs of Aboriginal⁴ and Culturally and Linguistically Diverse (CALD) citizens.

Living and Lifestyle

The Council will facilitate and support initiatives that enhance the lifestyle, health and safety of all citizens. In pursuit of this, the Council recognises the importance for all citizens to have the opportunity to participate in community life and decisions concerning their life. In supporting citizens to achieve this, the Council will seek to:

- support community and civic participation that provides valued roles, a sense of purpose and personal confidence;
- provide opportunities for all citizens to contribute or have a say on community issues or plans that may impact on them;
- monitor the unmet needs of citizens living with disability and their Carers in the community;
- address access and inclusion issues in planning for Council organised events, projects, services, facilities and programs;
- ensure all Services and programs and activities delivered by the Council are accessible for all citizens;
- ensure that the safety needs of vulnerable groups such as children, youth, citizens living with a disability and older people, are reflected in programs, services and the design and management of Councils facilities, infrastructure and reserves;
- continue to co-ordinate and provide support services and programs for frail older citizens and younger disabled citizens under the Home Support Program (provided funding is available);
- ensure services provided by the Council delivered to citizens from CALD or aboriginal backgrounds take into consideration their cultural and linguistic needs; and
- encourage the development of accommodation for people with a disability in the City of Norwood Payneham & St Peters, provided appropriate lifestyle services and support are in place.

⁴ All references to Aboriginal citizens also includes citizens of Torres Strait Islanders descent
http://onenpsp/sites/teams/gca/Executive_Management/Management/Policy_Management/Draft_Policies/Draft_-_Access_Inclusion_Policy_April_2022.doc
http://onenpsp/sites/teams/gca/Executive_Management/Management/Policy_Management/Draft_Policies/Draft_Access_Inclusion_Policy_April_2022.doc
http://onenpsp/sites/teams/gca/Executive_Management/Corporate_Policy_Manual/Governance_-_Access_&_Inclusion.doc

Partnerships

The Council will seek to develop and strengthen connections and partnerships with other bodies, including State Government, other Local Government Authorities in the region and community groups.

In pursuit of the above strategy, the Council will where practicable and efficient seek to adopt a regional approach to supporting major disability services and initiatives, (e.g. transport, respite services or regional programs). The Council will maintain and develop connections with relevant State Government bodies, other Local Government Authorities, Disability Service Provider groups and advisory bodies in the provision of information and services.

REVIEW PROCESS

This Policy will be reviewed in three (3) years.

INFORMATION

The contact officer for further information at the City of Norwood Payneham & St Peters is the Council's Manager, Community Services on telephone 8366 4600 or via email rbusolin@npsp.sa.gov.au

ADOPTION OF THE POLICY

This Policy was adopted by Council on 4 June 2012.

This Policy was reviewed ~~and adopted~~ by the Council on 5 November 2018.

[This Policy was reviewed by the Council on 4 April 2022.](#)

TO BE REVIEWED

[April 2025. November 2024](#)

Attachment C

Review of Policies

City of Norwood Payneham & St Peters
175 The Parade, Norwood SA 5067

Telephone 8366 4555
Facsimile 8332 6338
Email townhall@npsp.sa.gov.au
Website www.npsp.sa.gov.au



City of
**Norwood
Payneham
& St Peters**



City of
Norwood
Payneham
& St Peters

NAME OF POLICY: Community Information

POLICY MANUAL: Governance

BACKGROUND

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~~Libraries and Payneham Community Centre information display areas and the online directory, SA Directory of Community Services.

These services are provided ~~to facilitate the community's access to local services, information and activities or events of community groups in the Council area in line with Outcome 1: Social Equity—the Council's Strategic Plan, CityPlan 2030, which aims to ensure "Convenient and accessible services, information and facilities and includes a strategy to "maximise access to services, facilities, information and activities."~~

DISCUSSION

For the purpose of this Policy, community information is defined as information that is generated by community groups and organisations operating both within and outside of the City of Norwood Payneham & St Peters. 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.

KEY PRINCIPLES

The Community Information Policy is guided by the following key principles:

- the Council understands that information provision is an important element which contributes to the social health and wellbeing of its citizens, through building community networks, enhancing the sense of place for both residents and tourists, and encouraging community participation;
- the Council acknowledges that it is often a first source for information provision for the community;
- the Council will provide access to information to enable citizens to participate effectively in civic and community life; and
- the Council seeks to demonstrate responsible management of information which is of benefit to the community.

POLICY

The purpose of this Policy is to provide clear direction regarding the utilisation of the Council's key communication tools when assisting community groups and organisations with the promotion of their services, events and activities.

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.

Priority for Display:

Priority will be given to the display of materials relating to Council services and programs.

Excluded materials:

Some activities are unlawful and therefore prohibited. As a result, Council display areas may not be used to:

- advertise, make available or promote material which is pornographic, offensive or objectionable in a public space;
- promote conduct which contravenes Federal, State or Council laws and regulations;
- embarrass or harass another person; and
- engage in any defamatory message, including defacing or altering any material displayed.

Items devoted solely to the sale, advertising, solicitation or promotion of commercial products or services, including mass market material to which the community has adequate access, will be excluded.

Religious or party political notices which advocate a point of view will be excluded from display. However, the display of religious and political materials is permissible for the purpose of the promotion of events based within the local community.

Excluded display spaces:

The following spaces are not available for the display of community information:

- Norwood Town Hall;
- Norwood Concert Hall (with the exclusion of events in the Norwood Concert Hall);
- City wide signage; and
- The Parade Banner.

GUIDELINES FOR THE DISPLAY OF AND ACCESS TO COMMUNITY INFORMATION

Conditions of Use:

1. ~~Each noticeboard or webpage must carry a notice that the facility they is offered are available~~ All facilities are offered on the basis that they are available to the community by the Council as a community service and that the Council does not necessarily endorse or support any of the views which are expressed. The Council will take no responsibility for the content of notices or pamphlets but is merely providing an avenue for the dissemination of information.
2. All notices need to be submitted to the appropriate staff at each Council facility for display. All notices, posters and materials must be approved before being placed on the community noticeboards, council website or in pamphlet holders by the appropriate Council staff or assigned Volunteers.

3. The name and details of the person and/or organisation responsible for issuing the notice or leaflet should be clearly visible on each item.
4. Community information displayed in locations without approval from the appropriate Council staff will be removed and disposed of.
5. Printed notices greater than A3 in size will not be displayed. Due to demand for space, A4 or A5 size notices are preferred.
6. For the Council's website, ~~notices information can be need to be~~ supplied in an electronic format ~~with any additional notices sent in a file size, which does not exceed one (1) megabyte via an online submission form available on the website, or via the townhall@npsp.sa.gov.au email address.~~
7. Only one (1) notice per event or service will be displayed at each location, unless space permits.
8. All sites will be updated on a weekly basis to remove outdated notices.
9. In the interest of equity, the length of time a notice is displayed is dependent upon the demand for space at each location.
10. Material will not be excluded solely on the grounds that its content is controversial, provided that it is of benefit or interest to the whole community.

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:

Norwood Library:

- ~~Noticeboard space~~ ~~One noticeboard in~~ the foyer for display of community information notices for items no larger than A3 size (preferably A4 size).
- An area in the foyer for the display of brochures.

Payneham Library:

- ~~One noticeboard~~ ~~Noticeboard space~~ in the library for display of community information notices for items no larger than A4 size (preferably A5 size).
- Limited space available for the display of DL sized brochures on the noticeboard.

St Peters Library:

- ~~One noticeboard in the library foyer~~ ~~Noticeboard space~~ for display of community information notices for items no larger than A3 size (preferably A4 size).
- An area in the ~~foyer~~ ~~Library~~ for the display of brochures.

Payneham Community Centre:

- ~~One noticeboard~~ ~~Noticeboard space~~ for display of community information notices for items no larger than A3 size (preferably A4 size).
- An area in the foyer for the display of brochures.

Look East:

- ~~Provision for up to approximately fifty (50) words in the Diary Dates section of the Council's community newsletter, for promotion of community events taking place within the Council area and other notices relevant to the community~~ Look East is the Council's seasonal publication with both digital and hard copy editions produced four times a year.

Community members who have an event or story they would like included in the publication can contact the Council's Communications Officer on 83664528 or via email at townhall@npsp.sa.gov.au.

Council Website:

- Provision for ~~one (1) item on the information to be included in the~~ Community Noticeboard page of the Council's website. This page is dedicated to the promotion of community events (only). ~~Space includes provision for printable access to posters, flyers and notices provided they are supplied in electronic format in a file size not exceeding one (1) megabyte.~~ These uploads are managed by the Council's Website Officer.

Community Event Banner:

- Provision for the display of promotional community event banners is available on application in writing to the Council's Team Leader, Customer & Regulatory Services. All applications are subject to compliance with the Council's By-laws.

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

REVIEW PROCESS

This Policy will be reviewed within three (3) years of the review date of the Policy.

INFORMATION

The contact officer for further information at the City of Norwood Payneham & St Peters is the Council's Manager, Library Services & Lifelong Learning on 8334 0200.

ADOPTION OF THE POLICY

This Policy was adopted by Library Services Committee on 18 January 1999.

This Policy was reviewed and adopted by the Council on 3 December 2007.

This Policy was reviewed and adopted by the Council on 5 November 2018.

[This Policy was reviewed by the Council on 4 April 2022.](#)

TO BE REVIEWED

~~December 2024~~ This Policy is to be reviewed by ~~in~~ April 2025.

Attachment D

Review of Policies

City of Norwood Payneham & St Peters
175 The Parade, Norwood SA 5067

Telephone 8366 4555
Facsimile 8332 6338
Email townhall@npsp.sa.gov.au
Website www.npsp.sa.gov.au



City of
**Norwood
Payneham
& St Peters**



NAME OF POLICY: Conditions of Library Use

POLICY MANUAL: Governance

BACKGROUND

The Council's Libraries provide valuable access to information, recreation, cultural and social opportunities through the provision of a range of buildings, facilities, services, programs and collections. The Libraries are public buildings which are open across a span of opening hours for the community to enjoy.

Membership of the Library is subject to the terms and conditions of the Fair Use Policy established by the South Australian Public Library Network, and the Council's Conditions of Membership. However, not all customers accessing Library facilities are members of the Library and therefore, they are not bound by the terms and conditions of Membership. It is therefore necessary to supplement the Fair Use Policy with a Conditions of Library Use Policy which outlines the appropriate use of Library premises and services by all users.

This Policy applies to all Council owned Library buildings (including Norwood Library, St Peters Library and Payneham Library). This includes (without limitation), the Library proper, any foyer or forecourt to the building, internal halls and common areas, meeting rooms and bathroom facilities. The Policy applies to use of all facilities, programs and services provided at the Library buildings by any person.

DISCUSSION

It is important for the Council to provide a healthy, safe and positive Library environment for both customers and staff. It is therefore necessary to establish the terms on which the Council will offer access to its facilities buildings and services and ensure that antisocial, nuisance, offensive or prohibited behaviours do not detract from a positive and welcoming environment for the community.

These Conditions of Library Use will ensure that the behaviour of citizens using and accessing Library services, facilities or programs is reasonable and does not infringe upon the amenity and rights of other users and staff.

KEY PRINCIPLES

All visitors and citizens using the Libraries are required to abide by the conditions which are outlined in the Conditions of Library Use Policy, show consideration for others and act in a responsible, respectful and reasonable manner. Inappropriate use may result in restriction of access and exclusion from Library premises.

The Council is committed to protecting the interest of children and other vulnerable people in the community and recognises that it has a role to play in fostering a safe and welcoming local environment for all to enjoy.

POLICY

All visitors and citizens accessing Library buildings, facilities, programs or services, must at all times act in a safe, responsible, respectful and reasonable manner.

If inappropriate behaviour is identified, the City of Norwood Payneham & St Peters may, depending upon the severity of the behaviour:

- advise the person/s of the issue and request that the behaviour cease; and/or
- request the person/s to leave the Library; and/or
- restrict or ban access to Library facilities, programs or services; and/or
- seek to terminate Library membership across all public Libraries in South Australia, via an application to Public Library Services.

Inappropriate behaviour includes but is not limited to the following:

- the use of offensive, abusive, discriminatory or threatening language, including language which insults, bullies, harasses, vilifies or intimidates other customers or staff;
- fighting, aggression, ~~and or~~ physical and or verbal abuse of customers or staff;
- unsolicited, unwarranted, inappropriate and/or nuisance approaches or communication with adults, children and staff;
- hindering the amenity of others within the Library, including without limitation; unreasonable noise, or monopolising space, facilities or programs to the exclusion of others;
- damage or theft of Library collection items, materials, furniture, equipment or facilities;
- endangering the safety and wellbeing of other users or staff within the Library;
- consuming or being under the influence of alcohol and or prohibited drugs within the Library;
- selling items, gambling or canvassing petitions or other notices within the Library;
- filming or photographing others within the Library without prior permission;
- infringing upon Australian Copyright Act provisions;
- bringing animals, reptiles or birds into any internal areas within the Library premises, including any foyer or common area unless they are a part of an approved Council program or facilities hire. Accredited Aassistance or therapy animals are welcome;
- engaging in illegal or prohibited activities in the use of Internet services, or otherwise in contravention of the Libraries of South Australia Internet Acceptable Use Policy for Library Customers;
- leaving any child in a position of risk, or children under the age of 12 unattended in the Library; and;
- actions which constitute a breach of any law.

Unlawful or inappropriate behaviour will result in access to Library premises, facilities, programs or services, being restricted and may also be subject to legal prosecution.

The Council will use a variety of security measures including security personnel, electronic surveillance devices, and anti-theft systems or devices to ensure the safety of the community using Council facilities, technology, services and collections.

Parents, caregivers or guardians are responsible for the wellbeing and behaviour of their children whilst in the Library.

Access to Internet services is governed by the Libraries of South Australia Internet Acceptable Use Policy for Library Customers which outlines the terms and conditions by which Internet Services are offered. Some Internet content is unlawful and therefore prohibited, including those sites which contain pornographic content, high impact violence, detailed instruction in crime, online extremist material and child abuse or exploitation material. Access to illegal online or prohibited content will be reported to appropriate State or Federal authorities in accordance with legal requirements.

Breach of Conditions of Use

If a staff member has reasonable cause to suspect that a person has committed a breach of the Conditions of Library Use Policy, the staff member may, in the first instance, ask the person to cease the behaviour/s.

Should the behaviour continue, staff may direct the person to leave the Library premises (and its surrounds) for a period of up to 24 hours, or temporarily restrict access to Library services. Should the person refuse to leave the premises, SA Police may be called for assistance in removing the individual/s concerned.

Where there is ongoing inappropriate behaviour (that occurs on more than one occasion), or a serious breach of this Policy, the person will be issued a written warning letter, advising that if the behaviour continues they will be restricted or banned from accessing the Library premises and its services for a suitable period of time, to be determined ~~in~~at the reasonable discretion of the Council.

Written notification of this ban will be provided to individuals within (7) working days of the occurrence of the incident concerned. Additionally, where there is a serious breach of this Policy, the Council may also seek a statewide Membership ban for the individual through Public Library Services.

A person who commits a breach of the Conditions of Library Use Policy may also be subject to prosecution if that action also constitutes a breach of any law.

As the safety and wellbeing of children is paramount, if any child is identified as being left unaccompanied in the Library and/or in a position of risk, staff will refer this matter to SA Police and or the Department of Child Protection in accordance with Child Protection principles.

REVIEW PROCESS

This Policy will be reviewed within 36 months of the adoption date of the Policy.

INFORMATION

The contact officer for further information at the City of Norwood Payneham & St Peters is the Council's Manager, Library Services & Lifelong Learning, telephone 8334 0228 or via email: skennedy@npsp.sa.gov.au.

ADOPTION OF THE POLICY

This Policy was adopted by the Council on 6 August 2018.

[This Policy was reviewed by the Council on 4 April 2022.](#)

TO BE REVIEWED

~~August 2024~~ [This Policy is to be reviewed in April 2025.](#)

Attachment E

Review of Policies

City of Norwood Payneham & St Peters
175 The Parade, Norwood SA 5067

Telephone 8366 4555
Facsimile 8332 6338
Email townhall@npsp.sa.gov.au
Website www.npsp.sa.gov.au



City of
**Norwood
Payneham
& St Peters**



NAME OF POLICY: Library Collection Development

POLICY MANUAL: Governance

BACKGROUND

The Norwood Payneham & St Peters Libraries has a coordinated approach for the development and maintenance of relevant and contemporary library collections in order to meet the needs of the community and comply with Public Library standards in South Australia.

DISCUSSION

This Collection Development Policy guides how the Council will develop and maintain its Library collection appropriately to ensure the needs of the community in respect to the Library collections are met.

The Policy informs the community about the selection criteria which is applied and provides a coordinated approach to the development of the Library collections through a framework to assist with the introduction and/or removal of resources from the collection.

KEY PRINCIPLES

The Council offers a diverse range of resources in a variety of hard copy, digital and electronic formats. The range of collections which are provided seek to foster lifelong learning and literacy, reflect local community interests or needs and facilitate recreational or cultural resources to enrich and inspire the community.

POLICY

The Council will endeavour to provide a wide range of materials within its financial parameters and spatial scope to satisfy the information, recreation, lifelong learning and cultural needs of the local community.

The Library's collections will be developed and maintained in alignment with the strategic directions and scope of the Library Service, and in accordance with the One Library Management System Operations Guide – Collection Maintenance, as established and adopted by Libraries of SA in [June 2017–2018](#).

Basic Selection Criteria

The Council will utilise the following selection criteria to determine if a resource will be acquired for the Library collection:

- appropriate content, format and language relevant to the immediate and anticipated needs and interests of the community;
- currency of information contained within the publication;
- relative importance compared with other known materials on the subject;
- appropriate physical format for circulation and storage;
- subject coverage within the existing collection;

- price;
- reputation and significance of the author, illustrator, composer or contributor;
- production by popular or in demand authors, illustrators, composers or contributors;
- availability of the resources elsewhere in the community or through the One Card Network or the State Library of South Australia;
- standard of the publication in respect to physical presentation, typeface, illustrations or binding;
- specialised formats for accessible access for people living with a disability; and
- the languages which are spoken within the City of Norwood Payneham & St Peters.

Controversial or Offensive Resources and Censorship

The Council recognises that some materials can be considered controversial or offensive depending on individual viewpoints. The Council aims to include a representative selection of materials which meet selection criteria on topics of interest to citizens, including items covering controversial subjects, provided they are not prohibited by law.

It is the responsibility of parents, guardians and caregivers, to determine the suitability of materials which are accessed by children.

In accordance with the Classification Scheme and Code of the Australian Classification Board, the Council will restrict access to materials which are deemed suitable only for mature adults through the application of collection codes within the Library Management System. These codes will restrict the circulation of materials to age related borrower categories, upholding the age restriction classifications listed on publications, film, computer games and digital media.

Donations

The Council will accept the donation of materials that meet selection criteria as set out in this Policy. Items which are donated will only be accepted on the understanding that the items will become the property of the Council, and as such the Council reserves the right to evaluate, use, sell or dispose of the materials as deemed appropriate.

Request for Suggestions and Purchase

Library users are encouraged to offer suggestions for purchase. Items which are requested for loan and are not already held in the collection, will be purchased whenever practical if they meet the selection criteria. The purchase of requests will be subject to meeting the selection criteria and budgetary constraints.

When it is not feasible or it is considered inappropriate to purchase an item which is requested, attempts will be made to obtain it through an inter-library loan. Items that are requested for inter-library loan from libraries which are not from South Australian public libraries may incur a charge as per the Council's Fees and Charges, and this charge will be required to be paid by the person requesting the item.

Removing Items from the Library collection

Continuous critical evaluation is essential to maintain the effectiveness, quality, currency and integrity of the Library collections.

The Council will utilise the Standards for Quality of Physical Collections as outlined in Section 4.3 and the additional Age Standards outlined in Appendix 1, of the One Library Management System Operations Guide – Collection Maintenance as adopted by Libraries of SA in June 20172018.

Library materials will be removed from the collection on an ongoing basis due to poor physical condition, obsolescence (ie contains out of date information), insufficient use to warrant retention, availability of multiple copies, spatial constraints, and age.

Items which are removed from the collection may be sold to the public at in-house Library sales, given to charitable organisations, donated to specialist libraries (if the item is considered a rare specialist item), or disposed of through appropriate waste or recycling systems. Items will not be discarded for or kept for disposal to any specific person under any condition.

REVIEW PROCESS

This Policy will be reviewed within 36 months of the adoption date of the Policy.

INFORMATION

The contact officer for further information at the City of Norwood Payneham & St Peters is the Council's Manager, Library Services & Lifelong Learning, telephone 83340228 or via email: skennedy@npsp.sa.gov.au

ADOPTION OF THE POLICY

This Policy was adopted by the Library Services Committee on 12 October 1998.

This Policy was reviewed by the Council on 3 August 2009.

This Policy was reviewed by the Council on 6 August 2018.

[This Policy was reviewed by the Council on 4 April 2022.](#)

TO BE REVIEWED

This Policy is to be reviewed by ~~August 2024~~[April 2025](#).

Section 2 – Corporate & Finance
Reports

11.3 MONTHLY FINANCIAL REPORT – FEBRUARY 2022

REPORT AUTHOR: Manager, Finance
GENERAL MANAGER: General Manager, Corporate Services
CONTACT NUMBER: 8366 4585
FILE REFERENCE: qA78171
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this report is to provide the Council with information regarding its financial performance for the year ended February 2022.

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 an ongoing high priority for the Council. The Council adopted a Budget which forecasts an Operating Surplus of \$471,000 for the 2021-2022 Financial Year. This report is based upon the proposed Mid-Year Budget review which forecasts an Operating Surplus of \$185,000.

For the period ended February 2022, the Council's Operating Surplus is \$2.782 million against a budgeted Operating Surplus of \$1.874 million resulting in a favourable variance of \$0.908 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**
Not Applicable
- **Community**
Not applicable.
- **Staff**
Responsible Officers and General Managers.
- **Other Agencies**
Not Applicable.

DISCUSSION

For the period ended February 2022, the Council's Operating Surplus is \$2.782 million against a budgeted Operating Surplus of \$1.874 million resulting in a favourable variance of \$0.908 million.

The primary drivers for this result have remained consistent to prior months report and are:

- Employee Expenses are \$337,000 (3%) favourable to budget. There are several vacant apprentice positions, which has resulted in a \$86,000 favourable variance. Field staff recruitment of apprentices to fill the vacancies has commenced. The residual variance to budget is driven by several other factors, short term vacancies, timing of leave being taken compared to budget and variances in the rate of pay being paid to new staff members compared to budget.
- Energy Expenses are \$80,000 (19%) favourable to budget due to timing related issues with our provider issuing adjustment notes against various facilities. It is anticipated that this timing difference will be resolved before the end of the financial year.
- User Charges are \$151,000 (7%) unfavourable to the budget, which is due primarily a decrease in income at the St Peters Child Care Centre and Preschool (\$69,000) as a result of room closures due to COVID-19 exposures and the gap fee above the government subsidy being waived combined with a number of smaller timing differences across the Councils facilities for hire.
- Legal Expenses are \$155,000 unfavourable to the budget, which is due primarily to the finalisation of the George Street Scramble Crossing. As Elected Members may recall it was identified as part of the mid-year budget update that the finalisation of this action had yet to be quantified and was therefore not adjusted for as part of the update.
- The residual budget variances are due to the accumulation of a number of small timing variances across all areas of the Council with no individually significant variances.

The Monthly Financial report is contained in Attachment A.

OPTIONS

Nil

CONCLUSION

Nil

COMMENTS

Nil

RECOMMENDATION

That the February 2022 Monthly Financial Report be received and noted.

Attachments – Item 11.3

Attachment A

Monthly Financial Report February 2022

City of Norwood Payneham & St Peters
175 The Parade, Norwood SA 5067

Telephone 8366 4555
Facsimile 8332 6338
Email townhall@npsp.sa.gov.au
Website www.npsp.sa.gov.au

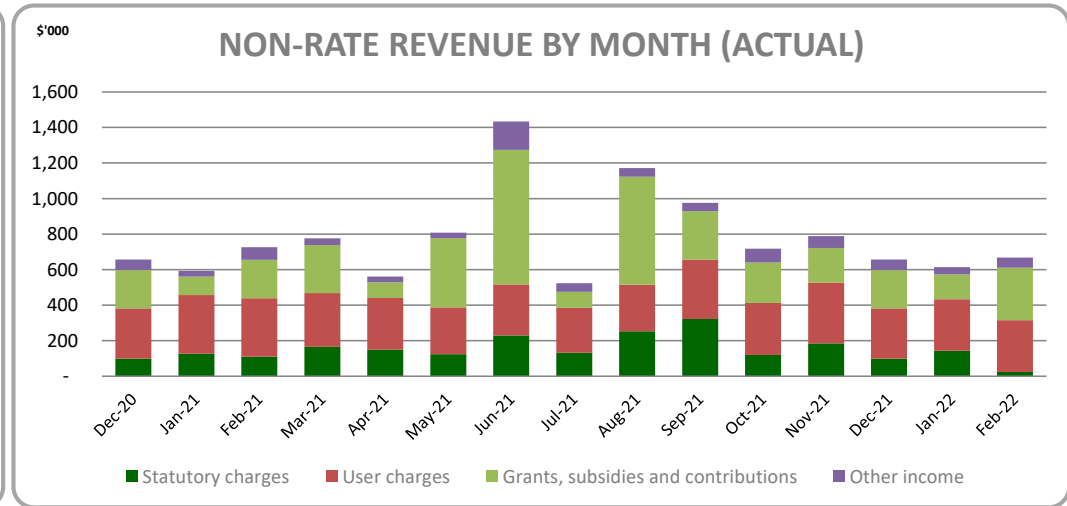
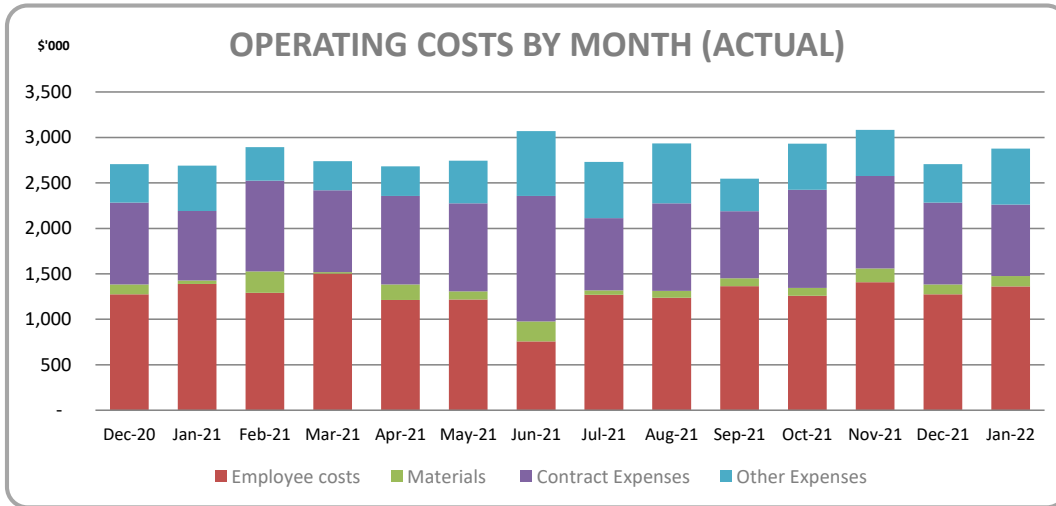


City of
**Norwood
Payneham
& St Peters**

CITY OF NORWOOD PAYNEHAM & ST PETERS

Financial Performance for the period ended 28 February 2022					
LYTD Actual		YTD Actual	YTD Revised	Var	Var %
\$'000		\$'000	Budget \$'000	\$'000	
	Revenue				
24,171	Rates Revenue	25,239	25,144	95	0%
1,081	Statutory Charges	1,330	1,286	44	3%
2,361	User Charges	2,378	2,529	(151)	(6%)
1,415	Grants, Subsidies and Contributions	1,987	1,956	31	2%
14	Investment Income	13	30	(17)	(57%)
553	Other	432	391	41	10%
21	Reimbursements	4	-	4	
29,618	Total Revenue	31,384	31,337	47	0%
	Expenses				
10,550	Employee Expenses	10,836	11,173	337	3%
6,664	Contracted Services	6,702	6,791	89	1%
366	Energy	333	414	80	19%
488	Insurance	533	495	(38)	(8%)
264	Legal expense	607	452	(155)	(34%)
236	Materials	296	349	53	15%
516	Parts, Accessories and Consumables	497	567	70	12%
233	Water	212	222	9	4%
2,763	Sundry	3,026	3,194	168	5%
4,867	Depreciation, Amortisation and Impairment	5,263	5,320	58	1%
407	Finance Costs	296	487	191	39%
27,355	Total Expenses	28,602	29,463	861	3%
2,263	Operating Surplus/(Deficit)	2,782	1,874	908	48%

Summary of Net Cost of Divisions for the period				
Division	YTD Actual	YTD Budget	Var	Var %
	\$'000	\$'000	\$'000	
Chief Executive Office	(2,601)	(2,687)	86	3%
Corporate Services	(9,123)	(9,107)	(16)	0%
Governance and Community Affairs	(888)	(982)	95	10%
Urban Planning and Environment	(1,562)	(1,663)	101	6%
Urban Services	(8,283)	(8,831)	548	6%
Operating Surplus/(Deficit) (before Rate Revenue)	(22,457)	(23,270)	813	3%
Rate Revenue	25,239	25,144	95	0%
Operating Surplus/(Deficit)	2,782	1,874	908	48%
First Budget Update Operating Surplus			130	
- Variances in Recurrent Operating Budget				
- reduction in Employee Expenses for vacancies		345		
- Impact of COVID-19 Support Package and restrictions		(222)		
- Increase in insurenance rebates received		45		
- Increase Grant funding for Australia Day event		20		
- reduction in Interest Income		(35)		
- Increased Net Loss from Joint Ventures		(44)		
- other minor adjustments		(54)	55	
Mid-Year Budget Update Operating Surplus			185	



CITY OF NORWOOD PAYNEHAM & ST PETERS

Project Summary for period ended 28 February 2022

	YTD Actual	YTD Budget	Remaining Budget
	\$'000	\$'000	\$'000
Operating Projects			
Income			
Social Equity	(362)	362	-
Environmental Sustainability	(4)	-	56
Cultural Vitality	-	-	-
Economic Prosperity	-	-	-
Corporate Management	-	-	-
Total Income	(367)	362	56
Expenses			
Social Equity	236	591	355
Environmental Sustainability	64	243	179
Cultural Vitality	42	74	32
Economic Prosperity	47	102	55
Corporate Management	54	130	76
Total Expenses	444	1,140	696

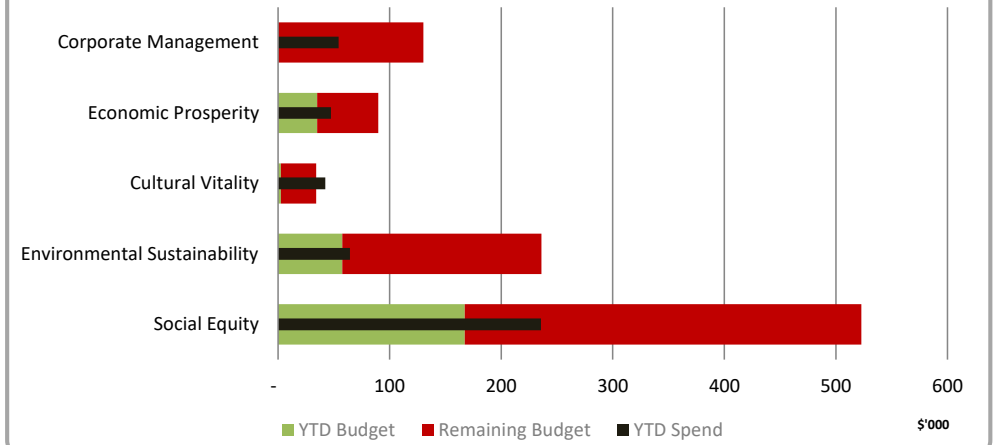
Net Cost of Operating Projects	(811)	(778)	(641)
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Capital Projects			
Income			
Social Equity	(26)	(26)	(3,109)
Environmental Sustainability	(468)	(468)	(2,461)
Cultural Vitality	-	-	-
Economic Prosperity	-	-	-
Corporate Management	-	-	-
Total Income	(493)	(493)	(5,570)
Expenses			
Social Equity	4,716	5,874	14,621
Environmental Sustainability	3,093	2,809	7,244
Cultural Vitality	43	11	226
Economic Prosperity	196	12	-
Corporate Management	10	47	254
Total Expenses	8,058	8,754	22,346

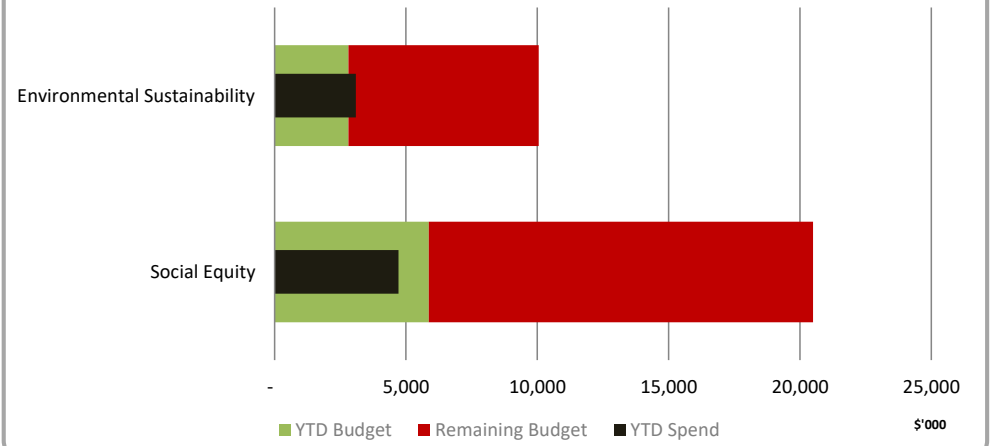
Net Cost of Capital Projects	(8,551)	(9,247)	(27,916)
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Key areas to highlight:

SERVICE INITIATIVES (inc. Carry Forwards)



NEW ASSETS & RENEWALS (inc. Carry Forwards)

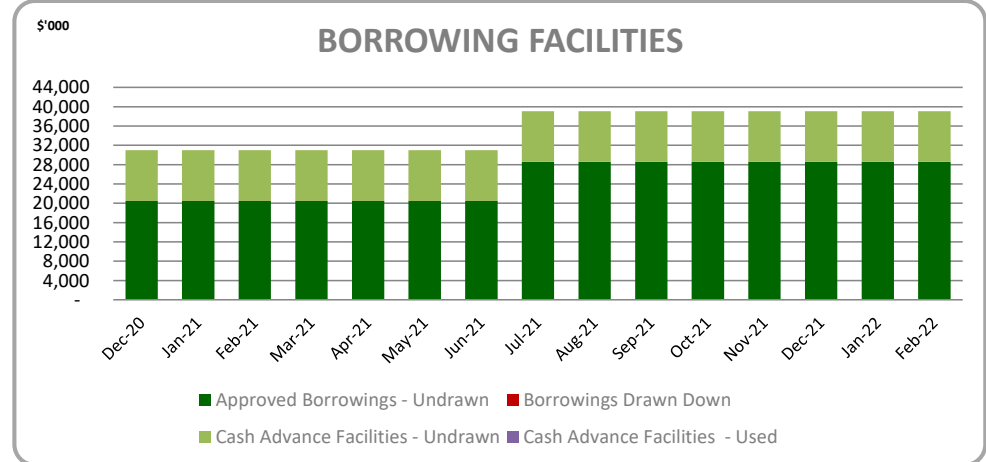
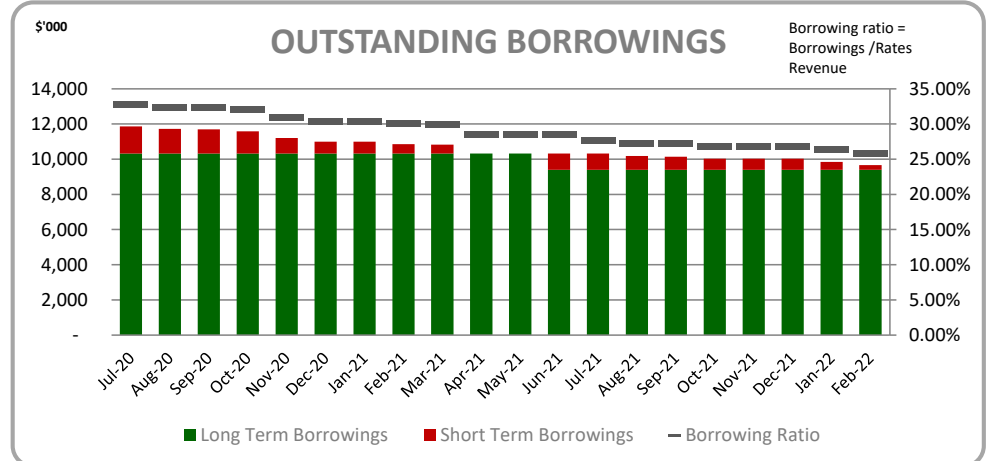
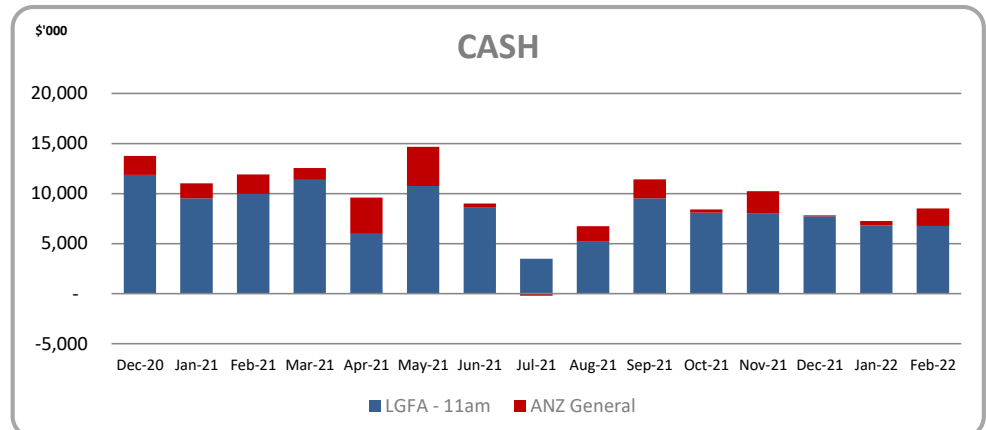


CITY OF NORWOOD PAYNEHAM & ST PETERS

Statement of Financial position as at 28 February 2022

	Feb-22	Jan-22	Movement	June 2021
	Actual	Actual		
	\$'000	\$'000	\$'000	\$'000
ASSETS				
Current Assets				
Bank and Cash	8,527	7,807	719	7,071
Accounts receivables	13,431	19,011	(5,580)	4,152
Less : Provision for Bad Debts	(349)	(349)	-	(349)
Total Current Assets	21,609	26,470	(4,860)	10,874
Non-current Assets				
Financial Assets	-	-	-	-
Investments in Joint Ventures	2,496	2,496	-	2,207
Infrastructure, Property, Plant and Equipment	498,540	496,765	1,775	510,414
Total Non-current Assets	501,036	499,261	1,775	512,621
Total Assets	522,645	525,731	(3,086)	523,495
LIABILITIES				
Current Liabilities				
Trade and Other Payables	18,940	23,198	(4,258)	8,006
Borrowings	(621)	(474)	(147)	972
Provisions	1,593	1,651	(58)	3,326
Total Current Liabilities	19,912	24,376	(4,464)	12,304
Non-current Liabilities				
Borrowings	10,323	10,323	-	9,392
Provisions	2,912	2,912	-	1,328
Investments in Joint Ventures	1,348	1,348	-	1,164
Total Non-current Liabilities	14,584	14,584	-	11,884
Total Liabilities	34,495	38,959	(4,464)	24,188
NET ASSETS	488,150	486,772	1,379	499,306
EQUITY				
Accumulated Surplus	60,988	59,610	1,379	60,099
Asset Revaluation Reserves	427,162	427,162	-	439,208
TOTAL EQUITY	488,150	486,772	1,379	499,306

Key areas to highlight YTD :



**Section 3 – Governance & General
Reports**

**11.4 NOMINATIONS TO EXTERNAL BODIES - APPOINTMENT OF COUNCIL REPRESENTATIVE TO
MARDEN SENIOR COLLEGE GOVERNING COUNCIL**

REPORT AUTHOR: General Manager, Governance & Community Affairs
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4549
FILE REFERENCE: qA2146
ATTACHMENTS: Nil

PURPOSE OF REPORT

The purpose of the report is to advise the Council of an invitation which has been received from the Marden Senior College for the Council to nominate an Elected Member for appointment to the Marden Senior College Governing Council.

BACKGROUND

Nil

DISCUSSION

The Principal of the Marden Senior College has written to the Council requesting the appointment of a representative from the City of Norwood Payneham & St Peters to the College's Governing Council.

The Constitution of the College's Governing Council has provision for the appointment of three (3) Community Members, including representatives from the University of South Australia and the City of Norwood Payneham & St Peters.

The City of Norwood Payneham & St Peters is currently represented by Councillor Garry Knoblauch.

Councillor Knoblauch has advised that he would like to continue as this Council's representative.

RELEVANT POLICIES & STRATEGIC DIRECTIONS

Not Applicable.

RECOMMENDATION

That Councillor _____ be appointed as the City of Norwood Payneham & St Peters' representative to the Marden Senior College Governing Council.

11.5 GREATER ADELAIDE REGION ORGANISATION OF COUNCILS (GAROC) ANNUAL BUSINESS PLAN 2022-2023

REPORT AUTHOR: General Manager Governance & Community Affairs
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4549
FILE REFERENCE: qA59226
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this report is to advise the Council of the invitation from the Local Government Association of South Australia Greater Adelaide Region Organisation of Council (GAROC), for the Council to provide comments regarding the GAROC's draft Annual Business Plan 2022-2023.

BACKGROUND

As Elected Members may recall, the Greater Adelaide Region Organisation of Councils (GAROC) Committee was formally established through the new LGA Constitution in October 2018. The Terms of Reference for the GAROC stipulates that the role of GAROC is to *provide advocacy, policy initiation and review, leadership, engagement and capacity building for the benefit of metropolitan South Australian councils and their communities.*

In addition and in accordance with the GAROC Terms of Reference, the GAROC has prepared a Strategic Plan for the 2019-2023 period and a draft Annual Business Plan for 2022-2023. The four (4) year Strategic Plan identifies the key objectives that GAROC are seeking to progress on behalf of Member councils, while the Annual Business Plan identifies the key actions that the GAROC will be seeking to progress on an annual basis.

A copy of the draft Annual Business Plan 2022-2023 is contained within **Attachment A**.

The GAROC has invited Councils to provide comments regarding the draft Annual Business Plan 2022-2023 (the Plan) for GAROC's consideration prior to finalising the draft Plan.

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

Not Applicable.

CONSULTATION

- **Elected Members**
Not Applicable.
- **Community**
Not Applicable.
- **Staff**
General Manager, Urban Planning & Environment
Manager, Economic Development & Strategic Projects
- **Other Agencies**
Not Applicable.

DISCUSSION

As set out in the 2019-2023 GAROC Strategic Plan, “*the GAROC Committee supports the LGA to ‘advocate, assist and advance’ the interests of Local Government by:*”

1. *supporting the activities of the LGA at a regional level;*
2. *promoting communication between Members and the LGA;*
3. *advocating in respect of matters which affect the GAROC Regional Group;*
4. *encouraging engagement of Members within the GAROC Regional Group with GAROC and the*
5. *LGASA; and*
6. *participating in policy development and implementation.*

In addition to the above, the GAROC has developed the following guiding principles that it intends to operate under:

1. *Be community centered and put people first in decision making;*
2. *Prioritise and address issues that are common across the metropolitan region;*
3. *Carefully consider items of business from any Member of the metropolitan area or items raised independently by GAROC Members, for consideration by the LGA Board of Directors or at a General Meeting;*
4. *Collaborate closely with the LGA and SAROC on issues that matter to metropolitan councils; and*
5. *Be nimble, agile and responsive to the needs of metropolitan councils.*

GAROC has identified the following three (3) priorities to guide the work of GAROC over the next twelve months:

1. Planning

Continuing to advocate and inform the forthcoming independent review of the *Planning, Development and Infrastructure Act 2016*, the *Planning & Design Code* and the review of the *30 Year Plan for Greater Adelaide*.

Outcome: Planning system, policies and legislation reflect leading practice, facilitate better design outcomes and support local decision making.

Council Response

This priority is supported. As this Council is aware, the introduction of the *Planning, Development and Infrastructure Act 2016* and *Planning & Design Code*, has resulted in significant reforms to the planning system in South Australia. Whilst many of the reforms have been positive including the transition to electronic assessment of Development Applications via the SA Planning Portal and the introduction of a central repository for planning policy via the *Planning & Design Code*, some of the reforms have had unintended detrimental consequences and have led to poor development outcomes.

For instance, the reforms have ‘watered down’ previously bespoke planning policies contained in Council Development Plans that were critical to guiding good development outcomes in different Council areas and this has led to some ad hoc and questionable medium and high density development outcomes and poor infill development scattered across much of metropolitan Adelaide.

In addition, some of the reforms have disproportionately reduced community and Local Government input in the development assessment process leading to a loss of democratic rights, weakened heritage protection including the ability to list representative items in the future and created an unnecessarily complex framework for assessing development applications, making the system difficult to understand for citizens.

Given the direct influence that planning legislation and documents like the *30 Year Plan for Greater Adelaide* have on how our cities develop and continue to evolve over time, it is critical that GAROC takes a leading role in informing any reviews of the legislation and recent planning reforms as they have the capacity to strongly influence the reviews.

2. Economic Development

Progressing advocacy on our proposals for the red-tape taskforce and small-bars pilot initiative.

Continuing to collaborate with metropolitan councils with research and engagement on the best-practice use and the cost-effective procurement of evidence-based data for economic development purposes.

Outcome: Supporting metropolitan councils to play their important role in stimulating the economic and social recovery of their communities in post COVID-19 recovery.

Council Response

In 2021, as part of the review of the GAROC’s 2021-2022 Annual Business Plan, the Council, in its submission, advised GAROC that:

One of the greatest demands for our businesses within the City of Norwood Payneham & St Peters, is for the provision of a business support service and advisory service to help business owners and operators obtain the professional advice and support that they need to continue running their business.

Whilst many business owners are very good at delivering their product, many business owners don’t know what they don’t know. The ability to be able to offer this advisory service to businesses and help them navigate the challenges, could be the difference between survival and failure. Some of the key areas or advice include accounting, legal, planning and human resources. The Council’s Economic Development Strategy has recognised the need for this support service and has included an action for the Council to explore opportunities to establish a Business Advisory Service.

GAROC could support and advocate for:

- opportunities for the provision of shared advice services through the metropolitan region;
- funding opportunities for Councils to support and promote their local business communities post COVID-19; and
- the LGA to promote services which are available for businesses.

Whilst the Economic Development outcome is reflective of the current status of the economy both locally and nationally, the priorities outlined under the Economic Development theme, will not deliver benefits to businesses in the City of Norwood Payneham & St Peters. To this end, there needs to be a stronger focus on initiatives that provide immediate support to businesses.

This position is still relevant to this City and therefore, it is proposed that the Council advises GAROC that it does not support its proposed priority for 2022-2023 and reiterate the Council's position in terms of Economic Development.

3. Stormwater

Undertake further engagement with councils and commission independent research to inform further advocacy and policy positions.

Outcome: Improving stormwater management by increased funding in the Stormwater Management Fund and asking the Stormwater Management Authority to lead a stormwater reform process.

Council Response

This priority is supported on the basis that it is important for the Stormwater Management Authority (the SMA), to lead stormwater reform to ensure an integrated stormwater network across Local Government boundaries.

Currently, Councils are responsible for both minor drainage and trunk drainage with long term planning outcomes for trunk drainage undertaken by way of a Stormwater Management Plan in collaboration between the SMA and Councils within the catchment. In practise, this is reliant on all Councils agreeing to participate in the Stormwater Management Plan.

Where Councils fail to prepare a Stormwater Management Plan, Council projects are not funded by the SMA. This is a disadvantage to Councils willing to participate in a Stormwater Management Plan where their neighbouring Councils are not.

The GAROC have advised that the actions outlined in the draft Annual Business Plan are achievable within the proposed scope of GAROC's Budget which is made available through the Local Government Association of South Australia's Research and Development Scheme.

GAROC have advised that they are seeking advice from Councils on which of the issues covered in the draft Annual Business Plan should be considered priority issues and therefore which areas the GAROC should be focussing on and directing its resources.

To assist the Council a draft response incorporating the comments set out in this report has been prepared for the Council's consideration and is contained within **Attachment B**.

OPTIONS

The Council can choose to provide comments to the GAROC regarding the draft Annual Business Plan for the 2022-2023 period or decline the opportunity.

It is recommended that the Council does provide its comments to GAROC to ensure the Council's views are considered as part of the development of the GAROC's Annual Business Plan.

CONCLUSION

The Greater Adelaide Region Organisation of Councils (GAROC) has been established under the LGA's Constitution to review and develop policy positions for Local Government and provide strategic advice to the LGA Board. It is therefore important that any Annual Business Plan developed by the GAROC align with its Terms of Reference to ensure compliance with the LGA's Constitution.

COMMENTS

Nil.

RECOMMENDATION

That the *GAROC Annual Business Plan 2022-2023 Submission*, as contained within Attachment B to this report, be forwarded to the Greater Adelaide Region Organisation of Councils in response to the request for comments from Councils regarding the draft Annual Business Plan 2022-2023.

Attachments – Item 11.5

Attachment A

Greater Adelaide Region Organisation of Councils (GAROC) Annual Business Plan 2022-2023

City of Norwood Payneham & St Peters
175 The Parade, Norwood SA 5067

Telephone 8366 4555
Facsimile 8332 6338
Email townhall@npsp.sa.gov.au
Website www.npsp.sa.gov.au



City of
**Norwood
Payneham
& St Peters**

In reply please quote our reference: ECM 774201 LB / KAJ

22 March 2022

Mayor Robert Bria
City of Norwood Payneham & St Peters
Emailed: rbria@electedmembers.npsp.sa.gov.au

Dear Mayor Bria

Consultation on GAROC's draft Annual Business Plan 2022-23

The Greater Adelaide Regional Organisation of Councils (GAROC) committee is pleased to present its draft Annual Business Plan 2022-23 for your consideration and feedback.

Metropolitan councils play an essential role in the long-term prosperity, sustainability and wellbeing of the Greater Adelaide community. As GAROC considers its activities for the next financial year, it is important that we have a strong, united voice for metropolitan councils and represent your shared interests.

GAROC has prepared the attached draft Annual Business Plan 2021-22 which sets out proposed actions for the coming year. The draft Annual Business Plan seeks largely to build on the progress that has been made in the past year and recognises that many of the actions require sustained ongoing advocacy and assistance. These issues have been informed by our ongoing engagement with metropolitan councils, as well as the LGA's process for Items of Business and its 2021 Members Survey.

As highlighted in the draft Annual Business Plan, GAROC seeks to continue to support the activities of the LGA at a metropolitan level and advocate on a broad range of matters which affect metropolitan councils.

GAROC has identified the following three priority issues for significant action in the coming year:

1. Planning

Continuing to advocate and inform the forthcoming independent review of the Planning, Development and Infrastructure Act 2016, the Planning & Design Code and the review of the 30 Year Plan for Greater Adelaide.

Outcome: Planning system, policies and legislation reflect leading practice, facilitate better design outcomes and support local decision making.

2. Economic Development

Progressing advocacy on our proposals for the red-tape taskforce and small-bars pilot initiative.

Continuing to collaborate with metropolitan councils with research and engagement on the best-practice use and the cost-effective procurement of evidence-based data for economic development purposes.

Outcome: Supporting metropolitan councils to play their important role in stimulating the economic and social recovery of their communities in post COVID-19 recovery.

3. Stormwater

Undertake further engagement with councils and commission independent research to inform further advocacy and policy positions.

Outcome: Improving stormwater management by increased funding in the Stormwater Management Fund and asking the Stormwater Management Authority to lead a stormwater reform process.

The actions outlined in the draft Annual Business Plan are achievable within the proposed scope of our budget made available through the Local Government Research and Development Scheme.

Have we got these priorities right?

GAROC would appreciate advice from councils on which of the issues covered in the draft Annual Business Plan should be considered priority issues. For example, which three areas should GAROC direct most of its resources and efforts?

Consultation process and timelines

If you have any further feedback about the proposed plan, we welcome your contributions in writing or via email to lgasa@lga.sa.gov.au

The GAROC committee will seek to endorse the draft Annual Business Plan at its next meeting on 2 May 2022, therefore feedback must be received no later than **Friday 22 April 2022**.

The final document will be presented to the LGA Board of Directors for endorsement at its meeting in June 2022.

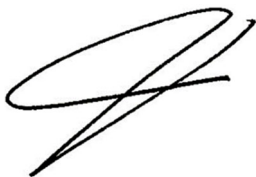
Proposed 'Items of Business'

In addition to this opportunity to provide feedback, metropolitan councils may at any time throughout the year propose an item of business for an LGA General Meeting, the LGA Board or GAROC. Proposals should be accompanied by sufficient supporting information to assist the GAROC committee to make informed decisions and recommendations.

Further details about the Items of Business process and the GAROC committee are available on the LGA website¹⁰.

Once again, I thank you in advance for engaging with GAROC and the role you play in supporting this committee.

Yours sincerely



Mayor David O'Loughlin

Chairperson - Greater Adelaide Regional Organisation of Councils (GAROC)

Attach: ECM 772163 – Draft GAROC Annual Business Plan 2021-22 Consultation Document

Copy to: Mr Mario Barone

¹⁰ [Greater Adelaide Regional Organisation of Councils \(GAROC\) | LGA South Australia](#)

Draft

GAROC Annual Business Plan 2022-23

Draft

Introduction

The Greater Adelaide Region Organisation of Councils (GAROC) is a committee established by the Local Government Association of South Australia (LGA). GAROC is a strong, united voice for metropolitan councils and represents their shared interests for the benefit of the Greater Adelaide community.

GAROC plays a key role in regional advocacy, policy development, leadership, engagement and capacity building on behalf of the 19 member councils within the metropolitan region. The GAROC Annual Business Plan for 2022-23 outlines priority actions and outcomes that will be achieved during this period to progress the themes and objectives outlined in the GAROC Strategic Plan 2019-23.

GAROC's Strategic Themes 2019-23

Theme 1: Economic Development

GAROC recognises that local government's significant investment in infrastructure and services is a driver of the local economy. A strong state economy is underpinned by a financially sustainable local government sector that promotes its area and provides an attractive climate and locations for the development of business, commerce, industry and tourism.

GAROC recognises the important role of councils to enable, facilitate and enhance local economic opportunities. With the right policy settings and partnerships, councils can help to create the best conditions for local businesses to grow and thrive.

Objective: Enable advocacy and partnership opportunities that recognise the specific needs and opportunities in metropolitan Adelaide and assist councils to contribute to creating conditions for productivity that supports sustainable job growth and pathways to employment.

Objective: Support member councils to play their important role in stimulating the economic and social recovery of their communities in post COVID-19 recovery.

Theme 2: Design, Planning and Placemaking

GAROC recognises the importance of good decision making that enhances the built environment and supports well-considered planning processes that achieve quality design outcomes and the preservation of character and local heritage.

Objective: A planning system that reflects leading practice, facilitates better design outcomes and supports local decision making.

Objective: Provide assistance and resources to metropolitan councils that support their important role as local place makers and custodians of public spaces.

Theme 3: Environmental Reform

GAROC acknowledges local government's role in protecting and enhancing the environment and recognises that climate change poses a serious risk to local communities and ecosystems. GAROC also recognises the important role councils play in providing high quality, innovative and sustainable waste management services that meet the needs of the community

Objective: Support LGA advocacy to State and Federal Government and assists member councils to ensure that all levels of government undertake mitigation and adaptation actions that reduce climate risks and build community resilience.

Draft

Objective: Support councils to improve waste and recycling practices and deliver viable and innovative waste services that meet the needs of the community and grow the Circular Economy and advocate for State and Federal Government legislation, policies, funding and programs that will enable and support these outcomes.

Theme 4: Reform and Innovation

GAROC recognises the opportunity to work with metropolitan councils to lead reform and innovations that enhance decision making, build community trust and drive downward pressure on council rates.

Objective: Assist councils to enhance local government through innovations in benchmarking, systems thinking, data management and engagement processes.

Other Plans

As a committee of the LGA, the plans and priorities of GAROC are referenced in and aligned to the LGA's suite of corporate documents, including:

1. The LGA Strategic Plan and Annual Business Plan
2. The LGA Advocacy Plan
3. The Local Government Research and Development Scheme Annual Business Plan

GAROC has also adopted a Communications Plan that outlines how it will engage with and keep informed member councils, external stakeholders and the community.

GAROC Annual Business Plan 2022-23

Theme 1: Economic Development

Objective: Enable advocacy and partnership opportunities that recognise the specific needs and opportunities in metropolitan Adelaide and assist councils to contribute to creating conditions for productivity that supports sustainable job growth and pathways to employment.

Objective: Support member councils to play their important role in stimulating the economic and social recovery of their communities in post COVID-19 recovery.

Actions	Milestone	Proposed activities and outcomes	Budget / Resources	Link to GAROC role
<p>Economic development</p> <p>Continue to support the LGA's advocacy to the Federal Government and State Government for funding, initiatives and legislative/regulatory reforms that assist councils to support businesses and communities to respond and recover from the COVID-19 pandemic.</p>	Ongoing to June 2023	<p>Further engage with the Economic Development metropolitan practitioners' group to further develop datasets 'information' research.</p> <p>Consult with councils and build further evidence to continue to progress advocacy on the red-tape taskforce and small-bars pilot proposals.</p>	<p>LGA Secretariat</p> <p>\$30,000 budget allocation to support legal advice, research, and workshop/forums as required.</p>	<p>Policy initiation and review</p> <p>Leadership</p> <p>Regional advocacy</p>

Theme 2: Design, Planning and Placemaking

Objective: A planning system that reflects leading practice, facilitates better design outcomes and supports local decision making.

Objective: Provide assistance and resources to metropolitan councils that support their important role as local place makers and custodians of public spaces.

Action	Milestone	Proposed activities and outcomes	Budget / Resources	Link to GAROC role
<p>Planning Development and Infrastructure Act</p> <p>Inform the State Government's independent and comprehensive review of the Planning Development and Infrastructure Act and associated documents with respect to maintaining an effective and defensible democratic process in respect to:</p> <ul style="list-style-type: none"> a) local participation in planning; b) local government representation in planning; c) the protection of local heritage places and historic areas; and d) the preservation of neighbourhood character through consideration of 	Ongoing to June 2023	<p>Engage with councils on a review of the PDI Act and regulations and associated documents (Practice Directions) and;</p> <p>Present the finding to the State Government and advocate for amendments to the PDI Act, regulations, and associated documents.</p>	<p>LGA Secretariat</p> <p>\$30,000 budget allocation to support legal advice, research, and workshop/forums as required.</p>	<p>Leadership</p> <p>Regional advocacy</p> <p>Item of Business carried at LGA General Meeting</p>

appropriate design principles.				
Call on the State Government to provide a budget to the State Planning Commission to enable evidenced based investigations, close collaboration and engagement with local government during the review of and consultation on the Thirty-Year Plan for Greater Adelaide.	Ongoing to June 2023	Engage with the State Planning Commission during the review of Thirty-Year Plan for Greater Adelaide to facilitate the collaboration between the State Planning Commission and councils. Engage with and provide support to councils during the review of and consultation on the Thirty-Year Plan for Greater Adelaide.	LGA Secretariat \$30,000 budget allocation to support legal advice, research, and workshop/forums as required.	Policy initiation and review Leadership Regional advocacy Item of Business carried at LGA General Meeting
Hording and Squalor State Government leadership is urgently required to provide ongoing operational support local government including on the ground resources (funding, services and skilled people) to ensure an effective response to hoarding and squalor in South Australia		The LGA will coordinate activities through the SAROC and GAROC committees to work in consultation with member councils to investigate how local government actions on hoarding and squalor in South Australia can be most effectively and sustainably coordinated. GAROC will provide policy advice to support research that the LGA will commission to further develop evidence-based advocacy.	LGA Secretariat Note: SAROC's draft Annual Business Plan has \$30,000 budget allocation to support legal advice, research, and workshop/forums as required.	Policy initiation and review Leadership

Theme 3: Environmental Reform

Objective: Support LGA advocacy to State and Federal Government and assists member councils to ensure that all levels of government undertake mitigation and adaptation actions that reduce climate risks and build community resilience.

Objective: Support councils to improve waste and recycling practices and deliver viable and innovative waste services that meet the needs of the community and grow the Circular Economy and advocate for State and Federal Government legislation, policies, funding and programs that will enable and support these outcomes.

Action	Milestone	Proposed outcomes	Budget / Resources	Link to GAROC role
<p>Stormwater</p> <p>Support LGA advocacy for improving stormwater management by increased funding in the Stormwater Management Fund and asking the Stormwater Management Authority to lead a stormwater reform process.</p>		<p>Undertake further engagement with council staff and commission independent research to inform further advocacy and policy positions.</p>	<p>LGA Secretariat \$40,000 budget allocation to support legal advice, research, and workshop/forums as required.</p>	<p>Policy initiation and review Leadership Regional advocacy</p>
<p>Circular Economy</p> <p>Develop an evidence base to inform and support LGA advocacy for 50% of the monies accumulated in the Green Industry Fund (collected from council contributions to the Solid Waste Levy) be committed back to local government for worthwhile waste, recycling and resource recovery endeavours that support the transition towards a more circular economy.</p>	<p>Ongoing to June 2023</p>	<p>Support the LGA to undertake further engagement with council staff to inform LGA submissions and position papers that identify an evidence base for worthwhile waste, recycling and resource recovery endeavours for metropolitan councils that support the transition towards a more circular economy.</p> <p>Further advocacy and engagement with stakeholders to encourage a state-wide campaign on illegal dumping to be developed by the EPA in collaboration with Green Industries SA, local government, and other key leading bodies such as KESAB environmental solutions.</p>	<p>LGA Secretariat LGA partnership agreement with Green Industries SA.</p>	<p>Policy initiation and review Leadership Regional advocacy Item of Business carried at LGA General Meeting</p>

<p>Coastal management</p> <p>Support metropolitan councils to collaborate on coastal management issues via the Metropolitan Seaside Councils Coastal Management to support LGA advocacy for increased State/Federal government funding, policies and strategics, and localised research.</p>	<p>Ongoing to June 2023</p>	<p>Support the Metropolitan Seaside Councils Committee to transition to the LGA Secretariat, providing guidance on the implementation of its new governance arrangements, strategic and action plan.</p>	<p>LGA Secretariat \$40,000 for MSCC executive officer resource.</p>	<p>Policy initiation and review Leadership Regional advocacy</p>
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Theme 4: Reform and Innovation

Objective: Assist councils to enhance local government through innovations in benchmarking, systems thinking, data management and engagement processes.

Action	Milestone	Proposed outcomes	Budget / Resources	Link to GAROC role
<p>Mandatory Rebates</p> <p>Advocate for a review of the mandatory rate rebates that councils are compelled to provide.</p>	December 2021	Use the development of the LGA issues paper and economic analysis report to advocate for appropriate legislative changes that promote a more equitable approach for all ratepayers.	LGA Secretariat	<p>Policy initiation and review</p> <p>Leadership</p> <p>Regional advocacy</p> <p>Item of Business carried at LGA General Meeting</p>
<p>Road reserves</p> <p>Cost and Timeframes for Adjustment to Telecommunication Pits on Road Reserves</p>		<p>Further consult with member councils to build the evidence base and explore ways to reduce the cost and timeframes to councils associated with adjustment of telecommunication service pits in road reserves as part of their capital works programs.</p> <p>Recommending a policy position and potential future advocacy actions.</p>	LGA Secretariat	<p>Policy initiation and review</p> <p>Leadership</p> <p>Regional advocacy</p> <p>Item of Business carried at LGA General Meeting</p>

<p>Homelessness</p> <p>Support the Everybody's Home Campaign which calls on the Australian Government together with States and Territories to commit to a national plan to end homelessness by 2030 which addresses all the drivers of homelessness.</p>		<p>Consult with member councils and engage with State and Federal Governments to investigate how homelessness support services can be most effectively and sustainably coordinated.</p>	<p>LGA Secretariat \$20,000 budget allocation to support legal advice, research, and workshop/forums as required.</p>	<p>Policy initiation and review Leadership Regional advocacy Item of Business carried at LGA General Meeting</p>
<p>Cat Management</p> <p>Advocacy that supports and informs the forthcoming legislated review of the Dog and Cat Management Act 1995.</p>	<p>June 2022</p>	<p>GAROC will align activities with SAROC to facilitate local government discussion relating to improved cat management laws to support greater consistency across local government jurisdictions in terms of administration of the Act and with a view towards legislative reforms on registration and containment.</p>	<p>LGA Secretariat</p>	<p>Policy initiation and review Leadership Regional advocacy</p>

Attachment B

Greater Adelaide Region Organisation of Councils (GAROC) Annual Business Plan 2022-2023

City of Norwood Payneham & St Peters
175 The Parade, Norwood SA 5067

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City of
**Norwood
Payneham
& St Peters**



City of
Norwood
Payneham
& St Peters

GAROC ANNUAL BUSINESS PLAN 2022-2023

Submission

1. Planning

Continuing to advocate and inform the forthcoming independent review of the *Planning, Development and Infrastructure Act 2016*, the *Planning & Design Code* and the review of the *30 Year Plan for Greater Adelaide*.

Outcome: Planning system, policies and legislation reflect leading practice, facilitate better design outcomes and support local decision making.

Council Response

This priority is supported. As this Council is aware, the introduction of the *Planning, Development and Infrastructure Act 2016* and *Planning & Design Code*, has resulted in significant reforms to the planning system in South Australia. Whilst many of the reforms have been positive including the transition to electronic assessment of Development Applications via the SA Planning Portal and the introduction of a central repository for planning policy via the *Planning & Design Code*, some of the reforms have had unintended detrimental consequences and have led to poor development outcomes.

For instance, the reforms have 'watered down' previously bespoke planning policies contained in Council Development Plans that were critical to guiding good development outcomes in different Council areas and this has led to some ad hoc and questionable medium and high density development outcomes and poor infill development scattered across much of metropolitan Adelaide.

In addition, some of the reforms have disproportionately reduced community and Local Government input in the development assessment process leading to a loss of democratic rights, weakened heritage protection including the ability to list representative items in the future and created an unnecessarily complex framework for assessing development applications, making the system difficult to understand for citizens.

Given the direct influence that planning legislation and documents like the *30 Year Plan for Greater Adelaide* have on how our cities develop and continue to evolve over time, it is critical that GAROC takes a leading role in informing any reviews of the legislation and recent planning reforms as they have the capacity to strongly influence the reviews.

2. Economic Development

Progressing advocacy on our proposals for the red-tape taskforce and small-bars pilot initiative.

Continuing to collaborate with metropolitan councils with research and engagement on the best-practice use and the cost-effective procurement of evidence-based data for economic development purposes.

Outcome: Supporting metropolitan councils to play their important role in stimulating the economic and social recovery of their communities in post COVID-19 recovery.

Council Response

In 2021, as part of the review of the GAROC's 2021-2022 Annual Business Plan, the Council, in its submission, advised GAROC that:

One of the greatest demands for our businesses within the City of Norwood Payneham & St Peters, is for the provision of a business support service and advisory service to help business owners and operators obtain the professional advice and support that they need to continue running their business.

Whilst many business owners are very good at delivering their product, many business owners don't know what they don't know. The ability to be able to offer this advisory service to businesses and help them navigate the challenges, could be the difference between survival and failure. Some of the key areas or advice include accounting, legal, planning and human resources. The Council's Economic Development Strategy has recognised the need for this support service and has included an action for the Council to explore opportunities to establish a Business Advisory Service.

GAROC could support and advocate for:

- *opportunities for the provision of shared advice services through the metropolitan region;*
- *funding opportunities for Councils to support and promote their local business communities post COVID-19; and*
- *the LGA to promote services which are available for businesses.*

Whilst the Economic Development outcome is reflective of the current status of the economy both locally and nationally, the priorities outlined under the Economic Development theme, will not deliver benefits to businesses in the City of Norwood Payneham & St Peters. To this end, there needs to be a stronger focus on initiatives that provide immediate support to businesses.

This position is still relevant to this City and therefore, it is proposed that the Council advises GAROC that it does not support its proposed priority for 2022-2023 and reiterate the Council's position in terms of Economic Development.

3. Stormwater

Undertake further engagement with councils and commission independent research to inform further advocacy and policy positions.

Outcome: Improving stormwater management by increased funding in the Stormwater Management Fund and asking the Stormwater Management Authority to lead a stormwater reform process.

Council Response

This priority is supported on the basis that it is important for the Stormwater Management Authority (the SMA), to lead stormwater reform to ensure an integrated stormwater network across Local Government boundaries.

Currently, Councils are responsible for both minor drainage and trunk drainage with long term planning outcomes for trunk drainage undertaken by way of a Stormwater Management Plan in collaboration between the SMA and Councils within the catchment. In practise, this is reliant on all Councils agreeing to participate in the Stormwater Management Plan.

Where Councils fail to prepare a Stormwater Management Plan, Council projects are not funded by the SMA. This is a disadvantage to Councils willing to participate in a Stormwater Management Plan where their neighbouring Councils are not.

11.6 ERA WATER – DRAFT 2022-2025 STRATEGIC PLAN

REPORT AUTHOR: Chief Executive Officer
GENERAL MANAGER: Not Applicable
CONTACT NUMBER: 8366 4539
FILE REFERENCE: qA87866
ATTACHMENTS: A - B

PURPOSE OF REPORT

The purpose of this report is to present ERA Water's draft *2022-2025 Strategic Plan* for consideration and comment.

BACKGROUND

As Elected Members are aware, ERA Water is a Regional Subsidiary established under Section 43 of the *Local Government Act 1999*.

The Constituent Councils are the City of Burnside, the City of Norwood, Payneham & St Peters and the Town of Walkerville.

The primary focus of the Constituent Councils in establishing ERA Water, is to construct and operate a stormwater harvesting and re-use system. The stormwater is treated to a standard that is suitable for the irrigation of open spaces and streetscapes.

The ERA Water Charter requires ERA Water to prepare and adopt a Strategic Plan to guide its activities and communicate its strategic directions and prioritise actions.

The draft Strategic Plan covers the period from 2022-2025.

The ERA Water Audit Committee considered the draft Strategic Plan at its meeting held on 16 December 2021 and resolved to endorse the draft Plan (refer to **Attachment A**).

The draft Strategic Plan reflects the directions which have been discussed by the Board and with the three (3) Constituent Councils over the last 12 months. The draft Strategic Plan has been discussed with the Chief Executive Officer and Finance Managers of the Constituent Councils.

A copy of the draft Strategic Plan is contained in **Attachment B**.

RISK MANAGEMENT

Nil

COVID-19 IMPLICATIONS

Nil

CONSULTATION

- **Elected Members**
Cr Minney is a Member of the ERA Water Board and is aware of the matter.
 - **Community**
Not Applicable.
 - **Staff**
Nil
 - **Other Agencies**
Not Applicable.
-

DISCUSSION

The draft Strategic Plan is structured in the following sections:

- purpose;
- key influences on ERA Water's activities;
- the strategic directions which ERA Water proposes to follow;
- the four (4) objectives which ERA Water will follow in the delivery of its activities; and
- how these will be achieved through various priority actions.

The draft Strategic Plan also contains performance measures which will assist the ERA Water Board in monitoring implementation of the Plan and which will be reported annually in the ERA Water's Annual Report.

The draft Strategic Plan has set the following objectives for ERA Water:

- Objective 1: Maximise Performance of the Scheme
- Objective 2: Ensure sufficient supply of water
- Objective 3: Improve financial sustainability
- Objective 4: Further develop key relationships.

A review of the draft Strategic Plan has been undertaken and it has been determined that the Plan has clearly articulated the purpose and objectives of establishing ERA Water.

The draft Strategic Plan is a well-structured document containing very measured and practical actions which, if and when fully implemented, will consolidate ERA Water as a viable and financially sustainable entity.

Improving communications with Constituent Councils, as the owners of ER Water, is also a practical outcome.

OPTIONS

The Council can either endorse the draft Plan as submitted or suggest any recommended changes which it believes are appropriate.

CONCLUSION

Nil

COMMENTS

Nil

RECOMMENDATION

That the Board of ERA Water be advised that the Council endorses the draft *2022-2025 Strategic Plan*.

Attachments – Item 11.6

Attachment A

ERA Water Draft 2022-2025 Strategic Plan

City of Norwood Payneham & St Peters
175 The Parade, Norwood SA 5067

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City of
**Norwood
Payneham
& St Peters**

ERA WATER

City of Norwood Payneham and St Peters
175 The Parade
Norwood SA 5067
ABN 60 108 809 176

16 February, 2022

Mr Mario Barone
Chief Executive Officer
City of Norwood Payneham St Peters,
175 The Parade,
Norwood SA, 5067

Per email: mbarone@npsp.sa.gov.au

Dear Mr Barone

Re: ERA Water Draft Strategic Plan 2022-2025

At its meeting on 16 December 2021, the ERA Water Board considered and adopted the attached draft Strategic Plan for further consultation with Constituent Councils and the ERA Water Audit Committee.

The Audit Committee also considered the Draft Strategic Plan and endorsed it at its meeting on 16 December 2021.

The draft Strategic Plan is presented for your and your Council's consideration and feedback. The draft Strategic Plan is a short document to guide ERA Water's activities and communicate its strategic directions and priority actions for the period 2022 to 2025. It reflects directions that have been discussed by the Board and with Constituent Councils over the last 12 months. As part of the initial consultation process the draft Strategic Plan was presented to a roundtable discussion with Constituent Council CEO's and Finance Managers prior to consideration and adoption for consultation by the Board.

The intention is that progress against the Plan will be reported annually in the Board's Annual Report and reviewed annually by the Board workshop to refresh it as required.

Your Council is invited to provide feedback on the Draft Strategic Plan, following which the Board will consider any feedback received before adopting the Plan in its original or amended form.

Yours Sincerely

Jeff Tate
Chairperson ERA Water

Ph. 0414 962 162
E: gm@erawater.com.au

Encl: ERA Water draft Strategic Plan 2022 - 2025

Attachment B

ERA Water Draft 2022-2025 Strategic Plan

City of Norwood Payneham & St Peters
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City of
**Norwood
Payneham
& St Peters**

ERA WATER



ERA WATER (Eastern Region Alliance Water Board)

STRATEGIC PLAN 2022 - 2025

We acknowledge this land that we meet on today is the traditional land of the Kurna People and that we respect their spiritual relationship with their country. We also acknowledge the Kurna people as the custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the Kurna people today. We pay respect to the cultural authority of Aboriginal people visiting or attending from other areas of South Australia and Australia

DRAFT

ABOUT ERA WATER

The Eastern Region Alliance Water Board (ERA Water) is a regional subsidiary formed under s43 of the Local Government Act 1999 by the Cities of Burnside and Norwood Payneham and St Peters and the Town of Walkerville in 2015. Its primary focus is to harvest stormwater, treat it to a standard suitable for irrigation of open spaces and streetscapes, store it (mostly in the aquifer), and then use it for irrigation purposes through a 42km pipe network to “maximise economic, environmental and social benefits to the community” while being financially self-sufficient “as far as possible”.

Environmental benefits include reducing demand on water from the River Murray, reducing discharge of pollutants that would otherwise be carried via the River Torrens to Gulf St Vincent, and provide irrigation water for the iconic parks, playing fields and streetscapes of the three Council areas. The scheme provides a greater degree of certainty to customers to continue to irrigate in times of potable water restrictions due to drought.

Social benefits include greater community wellbeing impacts through high quality green spaces in the suburbs of the Council areas .

Economic benefits include the potential of a greater degree of certainty of water supply for commercial customers and may lead to higher property values in areas adjacent to the network through the provision of green spaces and streetscapes.

ABOUT THIS PLAN

This Strategic Plan has been developed by ERA Water in accordance with the requirements of its Charter to guide its activities and communicate its strategic directions and priority actions for the period 2022 to 2025.

The Plan is structured as shown in the diagram below with a flow from **PURPOSE** to consideration of **KEY INFLUENCES** on ERA Water’s activities, to **STRATEGIC DIRECTIONS** to be followed, to four **OBJECTIVES** which will be achieved through progressing our **PRIORITY ACTIONS**.



Measuring and monitoring performance against the Plan

Performance measures, set out under each objective, will assist in monitoring the Plan’s implementation. Progress against the Plan will be reported annually in the Board’s annual report.

Reviewing the Plan

The Plan will be reviewed annually at a Board workshop to refresh it as required.

OUR PURPOSE

ERA Water is a separate legal entity that operates in accordance with a Charter agreed by all three Constituent Councils. Our purpose is set out in clause 1.8 of the Charter:

The Subsidiary is established for the following objects and purposes:

- 1.8.1 to implement, oversee and manage the Project;*
- 1.8.2 to develop, implement, oversee and manage practical solutions to provide water supply diversity within and outside the Region;*
- 1.8.3 to supply water to the Constituent Councils and other persons for irrigation purposes within and outside the Region except that priority shall be given to the supply of water for irrigation within the Region;*
- 1.8.4 to manage and oversee the distribution of water captured as part of the Project;*
- 1.8.5 to provide strategic direction for the Project;*
- 1.8.6 to fund, lease or own physical infrastructure required to undertake the Project;*
- 1.8.7 to meet all legislative requirements for the Subsidiary;*
- 1.8.8 to be responsible for the ongoing maintenance, replacement and other capital requirements of all physical infrastructure owned by the Subsidiary;*
- 1.8.9 to utilise proven water management planning principles and technologies;*
- 1.8.10 to manage, operate and control the necessary infrastructure for the Project;*
- 1.8.11 to maximise economic, environmental and social benefits to the community by developing and implementing innovative water management principles and techniques;*
- 1.8.12 to identify, develop and implement water recycling and supply opportunities for the Constituent Councils;*
- 1.8.13 to provide technical and other expert services and advice to the Constituent Councils in the area of water management and recycling including identifying emerging issues and opportunities;*
- 1.8.14 to represent the Constituent Councils and liaise with State government regarding the implementation or alteration of legislation in relation to water and licensing;*
- 1.8.15 to be financially self-sufficient as far as possible.*

KEY INFLUENCES

The ERA Water scheme is still in its infancy with the first full year of operation being financial year 2020. Experiences with similar schemes elsewhere show that it can take five to 10 years before there is full knowledge and optimisation of their performance. Monitoring, observing, experimenting, and learning from others are all important considerations in relation to stormwater harvesting schemes, particularly in their early years.

For metropolitan Adelaide, the following quotes from the Department of Environment and Water set a broader context for stormwater harvesting:

Large scale stormwater harvesting began in the north of Adelaide in the early 1990s and has increased over the past 30 years. Today approximately 3% of water used in Adelaide comes from treated stormwater. Although a minor part of the total city water supply, stormwater is a valued source of water where it is able to be accessed. After a rapid growth period, harvested volumes have stabilised at approximately 5 GL per year (since 2015) except for 8.4 GL in the high rainfall year of 2016. The harvested volume of these schemes has not reached the originally estimated capacity, of the order of 20 GL per year for a range of reasons including source water quality variation, supply and demand alignment, lower than average rainfall, treatment wetland efficacy and aquifer performance.¹

It was previously estimated that Adelaide's total harvestable stormwater volume was 60 GL per year. This has recently been revised down to approximately 23.5 GL with the new estimate taking into account scheme performance, operational restrictions, rainfall reduction and the development of open space preventing the construction of treatment wetlands.²

There is a possibility of improving the increasing stormwater harvest volumes and reliability of supply through technological developments for efficient treatment and harvesting; integrating stormwater, wastewater and natural groundwater use in common networks; reducing aquifer pressures; and any creation of open space from urban consolidation that allows for treatment wetlands to be established.³

Other key influences on the business of ERA Water include:

- weather patterns
- climate change
- acceptance of, and demand for, alternative water supplies
- government policies, directions, regulation, funding
- expectations around performance – environmental, social, and financial.

¹ Department of Environment and Water 2021, *Support Paper 1: Water supply for the future – All options on the table* as part of *Setting our future urban water directions*

² Ibid

³ Ibid

STRATEGIC DIRECTION

The harvesting, cleaning, storage, retrieval, and distribution of stormwater is generally seen as a scale business where fixed costs remain relatively static and financial performance improves when more water is sold. For that reason, increasing scale through ensuring adequate supply, effective treatment and storage, a fit for purpose distribution network, and increased sales are of great importance and are a particular focus for ERA Water. Optimising the performance of the scheme as it currently exists and making prudent decisions about future investments will support that ongoing direction.

Close working relationships with the Constituent Councils, as both owners and customers of ERA Water, are also extremely important and the arrangements to further build those relationships will be strengthened. Other relationships and networks relevant to water management and stormwater harvesting in particular will also be pursued.

Building a clear picture of the value that ERA Water provides in environmental, social, and economic terms is also a direction to be pursued. Financially, ERA Water has an objective of achieving sufficient scale to produce annual cash operating surpluses and in turn starting to reduce its current level of borrowings..

OBJECTIVES

The Plan is arranged around four objectives for ERA Water, each with their own performance measures.

OBJECTIVE 1: MAXIMISE PERFORMANCE OF THE SCHEME

Performance measure:

- 1) *Performance metrics are in place, reviewed at least annually, and being met.*

OBJECTIVE 2: ENSURE SUFFICIENT SUPPLY OF WATER

Performance measure:

- 1) *There is a clear understanding of additional sources of water that is available and the cost and other implications of accessing should the need arise are known.*

OBJECTIVE 3: IMPROVE FINANCIAL SUSTAINABILITY

Performance measure:

- 1) *Financial and sales targets in accordance with the Long Term Financial Plan are set annually and met.*

OBJECTIVE 4: FURTHER DEVELOP KEY RELATIONSHIPS

Performance measures:

- 1) *Structured feedback from the Constituent Councils.*
- 2) *Ongoing engagement with relevant government representatives, both elected and appointed.*
- 3) *Ongoing, formalised monitoring of key relationships.*

PRIORITY ACTIONS

Our priority actions to achieve each objective are listed below.

OBJECTIVE 1: MAXIMISE PERFORMANCE OF THE SCHEME

Priority action 1.1 - Develop and implement a structured approach to reviewing and reporting on every aspect of the scheme on a regular basis.

Why: A structured approach to reviewing how well the scheme operates is more likely to be successful in ensuring optimum performance than ad-hoc approaches.

How: Develop formal performance targets and metrics with assistance from the proposed Technical Advisory Group (see Priority Action 4.2) and an associated schedule of reviewing the performance of the individual components of the scheme as well as the overall performance.

When: Year 1 of the Strategic Plan implementation.

Who: General Manager.

Priority action 1.2 - Work with the Constituent Councils and other customers to ensure that irrigation practices and the objective of maximising the performance of the scheme are aligned.

Why: Operations of the scheme and the irrigation practices of the ERA Water customers are part of an integrated system which will provide benefits to both.

How: A staged process is proposed including building ERA Water's understanding about each party's needs and aspirations, assessment of data, consideration of any regulatory or other constraints, and joint development of any required strategies.

When: Commence in Year 1 of the Strategic Plan implementation.

Who: General Manager.

Priority action 1.3 - Identify and prepare business cases (including potential funding sources) for any upgrades required for the scheme's infrastructure and equipment.

Why: As ERA Water has limited capacity to fund additional or upgraded infrastructure and equipment. It is essential that priority is given to investments that will provide the best returns.

How: Progress has already been made in this area through the development of a financial return on investment analysis spreadsheet. Further work will include broader objectives (environmental and social) and prioritization through multi-criteria analysis.

When: Year 1 of the Strategic Plan implementation.

Who: General Manager.

Priority action 1.4 - Measure the economic, environmental, and social benefits of the scheme to the community.

Why: ERA Water's Charter includes maximising the economic, environmental, and social benefits of the scheme to the community as one of its purposes. Documenting and quantifying those benefits and how they can be enhanced will assist in achieving that requirement.

How: Benefit Cost analysis tool are available for this type of project. An example is one developed for the Cooperative Research Centres (CRC) for Water Sensitive Cities.

When: Year 1 of the Strategic Plan implementation.

Who: Board to identify suitable arrangements to undertake the analysis, with a preference for partnering with a relevant body.

OBJECTIVE 2: ENSURE SUFFICIENT SUPPLY OF WATER

Priority action 2.1 - Identify and pursue options to reduce the impacts of variable weather conditions on our ability to provide a regular supply of water to customers.

Why: Variable weather conditions from year to year present specific challenges for a stormwater harvesting scheme. One such challenge is ensuring that there is sufficient water to provide to customers to meet their needs.

How: Some preliminary investigations have already taken place into sources of water in addition to flows in Third and Fourth Creeks. Further work to identify, quantify, and cost potential additional sources will continue during the life of this Plan.

When: Commence in year 1 of the Strategic Plan implementation.

Who: General Manager to initiate.

OBJECTIVE 3: IMPROVE FINANCIAL SUSTAINABILITY

Priority action 3.1 - Recapitalise ERA Water to provide scope to increase sales to build financial sustainability.

Why: As a scale business, ERA Water requires an ability to fund improvements in sourcing stormwater for harvesting, its treatment and storage, and distribution to allow it to increase sales. The goal is to achieve at least a break even operating financial position and reduce debt over the term of the Long Term Financial Plan.

How: Work with the Constituent Councils to develop and implement an agreed model of recapitalisation.

When: Year 1 of the Strategic Plan implementation.

Who: Chair and General Manager to initiate.

Priority action 3.2 - Update information held regarding the anticipated demand for water for key sites in the Constituent Council areas and develop and implement a planned approach to market the availability of ERA Water to those sites.

Why: Additional scale will require improvements to the distribution network.

How: Identify sites that can be connected to either the existing network or an expanded network and put proposals to property owners to explain benefits of connecting to ERA Water.

When: Year 1 of the Strategic Plan implementation.

Priority action 3.2 - Report at least quarterly on water sales and potential new customers, including likely lead times for their connection to the scheme.

Why: Regular, scheduled reporting will ensure the Board is kept fully informed on water sales.

How: Introduce a new report for Board meeting agendas.

When: Year 1 of the Strategic Plan implementation.

Who: General Manager.

OBJECTIVE 4: FURTHER DEVELOP KEY RELATIONSHIPS

Priority action 4.1 - In conjunction with the Constituent Councils, schedule regular briefings with their representatives.

Why: The relationships with the Constituent Councils are important as both owners and customers of ERA Water. A structured arrangement of scheduled briefings will assist in maintaining a positive working relationship.

How: Engage with the Mayor and CEO of each Constituent Council to determine a schedule of briefings.

When: Year 1 of the Strategic Plan implementation.

Who: Chair and General Manager.

Priority action 4.2 - Form a Technical Advisory Group of engineering and environmental staff representatives from each Council to advise the General Manager and Principal Operator (in addition to a Water User Group of parks and gardens staff from each Council which is already operating).

Why: Significant benefits have come from regular meetings of the Water User Group and establishing a similar arrangement with a Technical Advisory Group to build understanding of how the scheme operates and create opportunities for advice on how it might be improved.

How: Work with the Constituent Councils' representatives to put the arrangement in place for the Group, including an annual schedule of meetings.

When: Year 1 of the Strategic Plan implementation.

Who: General Manager.

Priority action 4.3 - Include relationships monitoring as a standing item on the agenda for regular Board meetings.

Why: A formalised approach, such as a standing item on the agenda, ensures attention is paid to relationships at Board meetings.

How: Item to be added to the agenda.

When: Year 1 of the Strategic Plan implementation.

Who: Chair and General Manager.

Priority action 4.4 - Work with the Constituent Councils to publicise the use of ERA Water for parks and reserves and, if viable, streetscapes.

Why: Other aspects of the Councils' environmental initiatives, such as Resilient East, are publicised through active (such as media releases, inclusion on website articles) and passive means (such as signage on parks). Publicising the use of harvested and treated stormwater can help to build communities' understanding of the broader benefits of ERA Water.

How: Working with the environmental and communications staff of the Constituent Councils to develop and implement plans for communication.

Develop a functioning ERA Water website to act as a landing page for community members who are interested in finding out more about ERA Water.

When: Year 1 of the Strategic Plan implementation.

Who: Chair and General Manager.

DRAFT

12. ADOPTION OF COMMITTEE MINUTES

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

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:

- **Quadrennial Public Art Assessment Panel – (21 March 2022)**
(A copy of the Minutes of the Norwood Parade Precinct Committee meeting is contained within **Attachment A**)
- **Audit Committee – Special Meeting – (28 March 2022)**
(A copy of the Minutes of the Norwood Parade Precinct Committee meeting is contained within **Attachment B**)

ADOPTION OF COMMITTEE MINUTES

- **Quadrennial Public Art Assessment Panel**

That the minutes of the meeting of the Quadrennial Public Art Assessment Panel held on 21 March 2022, be received and that the resolutions set out therein as recommendations to the Council are adopted as decisions of the Council.

- **Audit Committee – Special Meeting**

That the minutes of the Special Meeting of the Audit Committee held on 28 March 2022, be received and that the resolutions set out therein as recommendations to the Council are adopted as decisions of the Council.

Attachment A

Adoption of Committee Minutes Quadrennial Public Art Assessment Panel

City of Norwood Payneham & St Peters
175 The Parade, Norwood SA 5067

Telephone 8366 4555
Facsimile 8332 6338
Email townhall@npsp.sa.gov.au
Website www.npsp.sa.gov.au



City of
**Norwood
Payneham
& St Peters**

Quadrennial Public Art Assessment Panel Minutes

21 March 2022

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.*

City of Norwood Payneham & St Peters
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City of
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VENUE Mayor's Parlour, Norwood Town Hall, 175 The Parade, Norwood

HOUR 4.00pm

PRESENT

Committee Members Cr Carlo Dottore (Presiding Member)
Cr Sue Whittington
Cr John Callisto
Ms Sue Lorraine (External Member)
Ms Emma Fey (External Member) (*connected to the meeting via electronic communication*)

Staff Lisa Mara (General Manager, Governance & Community Affairs)

APOLOGIES Nil

ABSENT Nil

TERMS OF REFERENCE:

The Panel is established to oversee the contractual processes of the Council's Quadrennial Public Art Commission including:

- *short listing of Expressions of Interest;*
- *selecting an Artist's Concept for development for recommendation to the Council; and*
- *recommending approval of the developed Concept to the Council.*

1. CONFIRMATION OF THE MINUTES OF THE MEETING OF THE QUADRENNIAL PUBLIC ART ASSESSMENT PANEL HELD ON 14 FEBRUARY 2022

Cr Callisto moved that the minutes of the meeting of the Quadrennial Public Art Assessment Panel held on 14 February 2022 be taken as read and confirmed. Seconded by Cr Whittington and carried.

2. PRESIDING MEMBER'S COMMUNICATION

Nil

3. QUESTIONS WITHOUT NOTICE

Nil

4. QUESTIONS WITH NOTICE

Nil

5. WRITTEN NOTICES OF MOTION

Nil

6. STAFF REPORTS

6.1 CONCEPT SELECTION FOR THE QUADRENNIAL PUBLIC ART COMMISSION

REPORT AUTHOR: General Manager, Governance & Community Affairs
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4549
FILE REFERENCE: qA72349
ATTACHMENTS: Nil

PURPOSE OF REPORT

The purpose of the report is to outline the process to be undertaken in respect to the four (4) concepts which have been developed in respect to the Council's fourth Quadrennial Public Art Commission for the Quadrennial Public Art Assessment Panel's (the Committee) consideration and to enable the Committee to determine the successful concept to be commissioned as the Council's fourth Quadrennial Public Artwork.

BACKGROUND

At its meeting held on 14 February 2022, the Committee assessed the eleven (11) Expressions of Interest which have been received from artists in respect to the Council's fourth Quadrennial Public Artwork which will be installed at the Old Mill Reserve, Hackney.

Following consideration of the Expressions of Interest, the Committee selected four (4) concepts to be developed as prototypes for further consideration by the Committee, prior to making its final recommendation to the Council in respect to the successful artist to be commissioned for the Council's fourth Quadrennial Public Artwork.

The artists selected by the Committee to further develop their concepts, are as follows:

1. Khai Liew;
2. Nicholas Uhlmann;
3. Paul Herzich; and
4. Quentin Gore.

The artists will be attending this meeting to present their developed concepts to the Committee.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

The relevant Goals contained in *CityPlan 2030* are:

Outcome 2: Cultural Vitality

Objective 2.1.1 Use the arts to enliven public spaces and create a sense of place.

FINANCIAL AND BUDGET IMPLICATIONS

The Quadrennial Public Art Commission will be funded through the Council's Major Public Art Reserve Fund. The Council has allocated \$190,000 towards the Council's Quadrennial Major Public Art Project.

\$10,000 has been allocated as part of the total budget for the development of Concept Designs (\$2,500 allocated to up to four (4) shortlisted artists for the development of their concept).

EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

SOCIAL ISSUES

Not Applicable.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

The environmental impact of the proposed artwork will be assessed during the commissioning process.

RESOURCE ISSUES

The installation of a major work of public art will involve detailed consultation between relevant Council staff.

RISK MANAGEMENT

There are no risk management issues associated with the selection of a concept for further development.

CONSULTATION

- **Elected Members**
The Council has been kept informed of this project through various reports and the Minutes of the Quadrennial Public Art Committee meetings held on 29 November 2021 2017 and 14 February 2022.
- **Community**
Not Applicable.
- **Staff**
Not Applicable
- **Other Agencies**
Not Applicable

DISCUSSION

The Council has resolved to install its fourth Quadrennial Public Artwork at the Old Mill Reserve, Hackney. In order to progress this Project, the Committee is required to select one (1) artist to create the final artwork.

On 2 March 2022, an on-site meeting was held with the artists and the Council's Project Manager, Urban Design & Special Projects, Jared Barnes to consider the site and any issues in terms of services, etc. The artists have been provided a survey plan and irrigation plan of the reserve.

Jared Barnes will be in attendance at the meeting to discuss any questions of a technical nature in terms of the location and installation of the proposed artwork.

The presentations have been scheduled as follows:

- 4.00pm - Khai Liew;
- 4.30pm - Nicholas Uhlmann;
- 5.00pm - Paul Herzich; and
- 5.30pm - Quentin Gore.

In assessing the concept design proposals which have been submitted, the Committee will need to give consideration to the aesthetic, conceptual and technical expertise demonstrated in the proposed work, set out as follows:

- the artistic merit of the proposed concept;
- the way in which the project meets the various requirements of the briefing paper, including its appropriateness in terms of scale and material;
- the ability of the artwork to communicate its concept and underpinnings;
- the proposed budget and timeline;
- aesthetic response to the site and the brief;
- conceptual response to the site and the brief;
- public safety and risk management issues;
- maintenance issues; and
- robustness and durability.

The selected concept will be required to be endorsed by the Council prior to a contract for the Design Development Stage being issued. Artists must be able to undertake the design development and fabrication of the work once the relevant approvals are secured.

OPTIONS

The Committee is required to select one (1) concept proposal to recommend to the Council for further development.

The Committee can however choose not to select a concept proposal for further development and to defer its decision to a later meeting. This is not recommended as to do so would cause unnecessary delay to the progression of the project.

CONCLUSION

Following the endorsement of the Committee's preferred artist by the Council, the successful artist will be engaged to commence the artwork to ensure that the artwork completed and installed by 12 August 2022.

COMMENTS

Nil.

RECOMMENDATION

That the Quadrennial Public Art Assessment Panel recommends to the Council that _____ be awarded the contract to develop the artwork for the Council's fourth Quadrennial Public Art Work.

Short Term Suspension of Proceedings

At 4.05pm the Presiding Member, with the approval of two-thirds of the Committee Members present, suspended the meeting procedures pursuant to Regulation 20(1) of the *Local Government (Procedures at Meetings) Regulation 2013*, for two (2) hours to enable informal discussion regarding the four (4) concepts which have been developed in respect to the Council's fourth Quadrennial Public Art Commission.

Resumption of Proceedings

The meeting resumed at 6.30pm.

Cr Callisto moved:

- 1. That the Committee extends its thanks to the artists for the presentations of their concepts.*
- 2. That a meeting of the Committee be scheduled to be held on Monday, 28 March 2022 to enable the Committee to finalise its selection of the final concept.*

Seconded by Cr Whittington and carried unanimously.

7. OTHER BUSINESS
Nil

8. NEXT MEETING
Monday 28 March 2022 at 4.00pm in the Mayor's Parlour

9. CLOSURE
There being no further business the Presiding Member declared the meeting closed at 6.45pm.

Cr Carlo Dottore
PRESIDING MEMBER

Minutes Confirmed on _____
(date)

Attachment B

Adoption of Committee Minutes Special Meeting of Audit Committee

City of Norwood Payneham & St Peters
175 The Parade, Norwood SA 5067

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Website www.npsp.sa.gov.au



City of
**Norwood
Payneham
& St Peters**

Special Meeting of the Audit Committee Minutes

28 March 2022

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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VENUE Mayors Parlour, Norwood Town Hall

HOUR 7.00pm

PRESENT

Committee Members Cr John Minney (Presiding Member)
Mayor Robert Bria
Cr Mike Stock
Ms Brigid O'Neill (Independent Member)
Ms Sandra Di Blasio (Independent Member)

Staff Mario Barone (Chief Executive Officer)
Sharon Perkins (General Manager, Corporate Services)
Andrew Alderson (Financial Services Manager)

APOLOGIES Nil

ABSENT Nil

TERMS OF REFERENCE:

The Audit Committee is responsible to facilitate:

- *the enhancement of the credibility and objectivity of internal and external financial reporting;*
- *propose and provide information relevant to a review of the Council's Strategic Management Plans and Annual Business Plan;*
- *the review and reporting on any matter relating to financial management or the efficiency and economy with which the Council manages its resources;*
- *effective management of financial and other risks and the protection of the Council's assets;*
- *compliance with laws and regulations related to financial and risk management as well as use of best practice guidelines;*
- *the provision of an effective means of communication between the external auditor, management and the Council;*
- *proposing and reviewing the exercise of powers under Section 130A of the Local Government Act 1999;*
- *review Annual Financial Statements to ensure that they present fairly the state of affairs of the Council;*
- *liaising with the Council's Auditor; and*
- *reviewing the adequacy of accounting, internal control reporting and other financial management systems and practices of the Council on a regular basis.*

1. CONFIRMATION OF MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 28 FEBRUARY 2022

Cr Stock moved that the minutes of the Audit Committee meeting held on 28 February 2022 be taken as read and confirmed. Seconded by Mayor Bria and carried.

2. STAFF REPORTS

2.1 DRAFT 2022-2023 BUDGET

REPORT AUTHOR: General Manager, Corporate Services
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4585
FILE REFERENCE: qA83737
ATTACHMENTS: A – D

PURPOSE OF REPORT

The purpose of this report is to present the Draft 2022-2023 Budget to allow the Audit Committee to provide comment and recommendations to the Council, prior to the Council's consideration and "in principle" endorsement of the Draft 2022-2023 Budget.

BACKGROUND

Section 123(8) of *the Local Government Act 1999*, requires the Council to adopt an Annual Business Plan and a Budget for the ensuing financial year after 31 May and except in a case involving extraordinary administrative difficulty, before 15 August.

The Draft Budget comprises of the Recurrent Budget, which incorporates the revenues and expenditure required to provide the "Business as Usual" services. The second component incorporates the Capital and Operating Project budget. The Operating Projects budget encompasses programs and activities that are outside the "business as usual" services and are considered discretionary in nature, i.e. the Council is under no obligation to provide the services, activities or programs or if required to undertake the activity, (Local Government Elections) are irregular in nature. Operating Projects may be one off activities or programs, an expansion of an existing service or program or proposals to introduce a new service or program. Operating projects are funded via Rate Revenue or a fee for service charge.

The Capital Works budget encompasses projects which renew, upgrade or create new infrastructure assets. Examples of projects are the Civil Infrastructure Whole-of-Life Program (renew), Playground/Reserve redevelopment (upgrade) and Artworks (new). Renewal Capital Projects are funded through Rate Revenue, via the depreciation charge, with new or upgrade works being funded through borrowings or cash reserves.

The Draft 2022-2023 Annual Business Plan, will be considered at the Council Meeting scheduled on 2 May 2022.

The Draft 2022-2023 Annual Business Plan and Budget will be released for public consultation for a period of twenty-one (21) days as required by *the Local Government Act 1999*.

RELEVANT POLICIES & STRATEGIC DIRECTIONS

The Council's long term strategic direction is outlined in *City Plan 2030: Shaping our Future*. The Draft 2022-2023 Annual Business Plan and supporting Draft 2022-2023 Budget, sets out the proposed services and programs and explains how the Council intends to finance its continuing activities which are proposed to be undertaken during the year.

The Council's Long Term Financial Plan (LTFP), is a key document in the Council's Planning Framework. It is the primary financial management tool which links the Council's Strategic Plan, *City Plan 2030 – Shaping our Future*, Whole-of-Life Assets Management Plans and the Annual Business Plan and Budget.

Financial sustainability underpins the Council's Financial Goals and Outcomes, which are set out in the Long-Term Financial Plan. In general terms, financial sustainability is ensuring that the Council has the financial resources to meet the long-term service and infrastructure needs of the community, without any sharp increases in rate revenue or cuts in service provision and standards.

From an operational perspective, financial sustainability is being able to manage the conflict between keeping rate revenues increases to a reasonable level, maintaining existing service standards and spending on new services and major capital investments.

The Draft 2022-2023 Budget has been developed on the basis of ensuring that it will assist in delivering on the Councils Long Term Strategic direction and financial objectives set out in the LTFP.

FINANCIAL AND BUDGET IMPLICATIONS

For the 2022-2023 Financial year, the LTFP sets out an Operating Surplus of \$1.4 million, based on a Rate Revenue increase of 4.43%.

To ensure that the Council can deliver on its financial objectives as set out in the Council's Long Term Financial Plan, the Draft Recurrent Budget has been developed with reference to the budget parameters which were adopted by the Council at its meeting held on 17 January 2022.

The Draft Budget Operating Surplus includes \$362,000 from the Federal Governments Roads-to-Recovery Grant Funding Program. In respect to this Program, the Council receives funding annually from the Federal Government under the Roads-to-Recovery Program to undertake works over and above the Councils existing Civil Infrastructure Capital Works Program.

The Draft 2022-2023 Budget as presented in this report, will deliver an Operating Deficit of \$1.272 million (prior to the incorporation of any Rate Revenue increases) and a Net Surplus (after capital income) of \$7.738 million.

Based on a recommend rate revenue increase of 5%, which while higher than the Rate Revenue increase set out in the LTFP, it is within the target band of between 3% and 6%, the Draft Budget, as presented in this report will deliver an Operating Surplus of \$543,000 and a cash surplus of \$345,000 after the principal loan repayments.

EXTERNAL ECONOMIC IMPLICATIONS

As the State continues its recovery from the impacts of the COVID-19 pandemic, the decisions made by the Council with respect to the Draft 2022-2023 Budget and consequent rating decisions will have a financial impact on property owners and suppliers of goods and services to the Council. The level of impact will be dependent on the final decisions which the Council determines in respect to the service levels and the level of income required to meet the agreed service levels.

SOCIAL ISSUES

No Applicable.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

Not Applicable.

RESOURCE ISSUES

Not Applicable.

RISK MANAGEMENT

The Draft 2022-2023 Budget will be impacted upon by the decisions made by the Federal Government and State Government in their respective budgets. The Federal Government Budget is scheduled to be handed down on 29 March 2022, with the State Budget scheduled to be handed down in May.

As a result, the Draft 2022-2023 Budget presented in this report, has been developed on the following assumptions:

- that the Financial Assistance Grants, comprising of the General Assistance Grant and the Road Funding Grant, will be provided based on the current funding arrangements of four (4) quarterly installments. The value of these payments has not been indexed;
- due to the 2022-2023 Supplementary Road funding to South Australia being advanced during the 2021-2022, it has been assumed that the 2022-2023 Federal Budget will not be advanced;
- State Government Charges, which are set by Legislation, are yet to be indexed;
- no further increase in the Solid Waste Levy beyond the current fee of \$146 per tonnes; and
- no new fees and charges will be introduced.

Any adjustments to the Recurrent Budget arising from either the Federal or State Budgets will be incorporated when this information becomes available.

It should be noted that the cost escalation for materials and contracted services has been set at 2.25%. Given the economic pressure resulting from COVID-19, natural disasters and the current worldwide unrest, the inflationary impact on the Councils key inputs, the cost impacts on the delivery of Councils services and activities and delivery of the Capital works program, may be in excess of the 2.25% cost escalation parameter set by the Council at its meeting held on 17 January 2022.

Should these assumptions and other decisions upon which the Draft 2022-2023 Budget is based not eventuate, there is a possibility that the Council will not be in a position to deliver its proposed operating initiatives and projects or the budgeted Operating result.

Notwithstanding this, the preparation of the Draft 2022-2023 Annual Business Plan and Budget has been prepared to ensure the Council meets its legislative responsibility in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011*.

CONSULTATION

• Elected Members

An overview of the Draft 2022-2023 Recurrent Budget was provided to Elected Members and Audit Committee at an Information Briefing held on 2 March 2022.

An overview of the proposed Capital Works program and Operating Projects were presented to Elected Members and Audit Committee at an Information Briefing held on 16 March 2022.

• Community

The community will be provided the opportunity have input into the Draft 2022-2023 Budget through public consultation on the Draft Annual Business Plan, which is scheduled from 9 May 2022 through to 1 June 2022.

• Staff

The preparation of the Draft 2022-2023 Budget has been completed with the involvement of the Chief Executive Officer, General Managers and council staff responsible for budget management.

• Other Agencies

Not Applicable.

COVID-19 IMPLICATIONS

The focus in developing the Draft 2022-2023 Annual Business Plan and Budget, has been on ensuring that the Council maintains the service standards for its existing range of services which are aimed at supporting the delivery of the Strategic Objectives outlined in the Councils' Strategic Management Plan *CityPlan 2030*, as such the Draft Budget has been prepared on the premise that the programs, services and activities that were suspended or cancelled over the last two (2) years will be delivered.

The Draft Budget does not provide for the continuation of COVID-19 financial relief, as provided in previous two (2) financial years. The Council's *Financial Hardship Policy* provides options for ratepayers with respect to the payment of rates.

DISCUSSION

The Draft 2022-2023 Budget is based on the continuation of existing services and priorities, as determined by the Council, being appropriately resourced and that the Council can maintain the service standards for its existing services to support the delivery of the Strategic Objectives outlined in the Council's *CityPlan 2030: Shaping our Future* and that those services receive appropriate funding.

The key driver therefore is to develop a Budget that not only contributes to the Council's broader strategic objectives of achieving *Community Well-being*, but also ensures that the Council is managing its financial resources in a sustainable and equitable manner and to ensure that future financial shocks can either be avoided or managed in a measured way, so that the funding requirements are balanced with ensuring that the community does not face unreasonable increases in their annual rates contribution.

Budget Parameters/Assumptions

In developing the Draft 2022-2023 Budget, the following principles and assumptions have been applied:

- the Recurrent Budget be prepared based on the provision of existing services, programs and activities;
- the cost escalation for Material, Contracts and Other Expenses has been set at a maximum of 2.25%;
- Wages and Salaries increases are based on the Council's Enterprise Agreements; and
- fees and charges not set by Legislation are increased by 2% at a minimum.

Based on the Draft Recurrent Budget and the Operating and Capital Works Program as set out in this report, it is recommended that a 5% Rate Revenue increase be considered for the 2022-2023 Financial Year.

Budget Overview

Table 1 below sets out the Draft Budget, based on the recommended Rate Revenue increase of 5% will deliver an Operating Surplus of \$543,000.

The Recurrent Budget, which incorporates the revenues and expenditure required to provide the "Business as Usual" services provide a surplus of \$2.382 million, which will be used to fund the delivery of the proposed Operating Projects, which are set out **Attachment A**, additional interest costs to cover the additional finance costs associated with borrowings required to fund the delivery of the proposed Capital Works Program, which is contained in **Attachment A**.

The total operating expenditure is \$48.2 million, with \$36.2 million (75%) of the total expenditure being more readily influenced by the decisions made as part of the budget process. The remaining \$12 million (25%) of expenditure relates to Ownership costs, which are a result of past investment decisions in respect to the upgrading existing assets or building new assets. While the ownership expenditure associated with the Council's past Capital Works program cannot be influenced or changed in the current year, the annual increase in future ownership costs is influenced by the decisions made in respect to the amount of expenditure incurred in 2022-2023 on the investment in the renewed, new and upgraded assets. As such decisions regarding the current year projects need to be made in the context of the future impact on operating expenditures and Rate increases.

It should be noted, that while the cost to finalise or undertake the 2021-2022 Operating Projects to be carried forward into the 2022-2023 Draft Budget are included to determine the Draft 2022-2023 Operating Surplus, the funding to undertake these projects are to be sourced from cash reserves.

In addition, at the time of writing this report, the Council is yet to receive the draft budget from its Regional Subsidiaries. The Council is required to report the Council's share of the Regional Subsidiaries operating results and while this will have an impact on the Council's reported Operating Result, this is a non-cash transaction that does not have an impact on the Council's cash position.

TABLE 1: 2022-2023 PROPOSED STATEMENT OF COMPREHENSIVE INCOME

	Recurrent Budget 2022-2023	Carry Forwards 2022-2023	Operating Projects 2022-2023	Capital Projects 2022-2023	Proposed 2022-2023
	\$	\$	\$	\$	\$
INCOME					
Rates	39,622,188	-	-	-	39,622,188
Statutory charges	2,006,750	-	-	-	2,006,750
User charges	3,737,711	-	-	-	3,737,711
Grants, subsidies and contributions	2,335,869	-	492,298	-	2,828,167
Investment income	45,500	-	-	-	45,500
Other income	517,740	-	-	-	517,740
Net loss joint ventures & associates	-	-	-	-	-
Total Income	48,265,758	-	492,298	-	48,758,056
EXPENSES					
Employee costs	15,974,750	-	108,000	-	16,082,750
Materials, contracts & other expenses	18,235,688	429,238	1,444,000	-	20,108,926
Finance costs	515,000	-	-	350,000	865,000
Depreciation & amortisation	11,158,733	-	-	-	11,158,733
Net loss Joint Ventures & Associates	-	-	-	-	-
Total Expenses	45,884,171	429,238	1,552,000	350,000	48,215,409
OPERATING SURPLUS / (DEFICIT)	2,381,587	(429,238)	(1,059,702)	(350,000)	542,647
Net gain (loss) on disposal or revaluation of assets	-	-	-	25,000	25,000
Amounts specifically for new or upgraded assets	-	-	-	8,984,823	8,984,823
NET SURPLUS (DEFICIT)	2,381,587	(429,238)	(1,059,702)	8,659,823	9,552,470

2022-2023 Recurrent Budget Overview

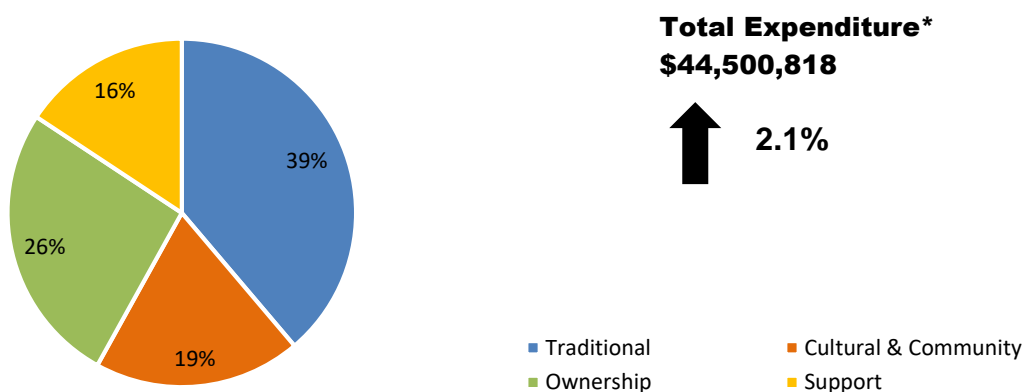
In setting the general parameters for the preparation of the Draft 2022-2023 Budget, the Council endorsed budget parameters which set the maximum combined increase in the overall budget of 2.25%. Overall, the Recurrent Operating Expenditure compared to the 2021-2022 Adopted Recurrent Budget, exclusive of Ownership Costs is 1.85%. It should be noted that given the extent of the proposed Capital Works Program, it is proposed to increase capitalization of the staff costs for the Council's existing staff responsible for the delivery of the Capital works program. As detailed in Table 2 below, the draft Recurrent Budget meets the budget parameters with the exception of Materials and Services, which has been unfavorably impacted by increases in waste collection costs, insurance premiums and contract rates for a number of key services.

TABLE 2: BUDGET PARAMETERS

	2022-2023	2021-2022*	Movement	% change	Budget Parameter
User Fees	\$3,737,711	\$3,618,720	\$118,991	3.3%	✓
Statutory Charges	\$2,006,750	\$1,865,875	\$140,875	7.6%	✓
Employee Expenses	\$15,974,750	\$15,898,652	\$76,098	0.48%	✓
Material & Services	\$16,817,935	\$16,333,626	\$484,309	3.18%	✗

* Adjusted for impact of Payneham Swimming Centre Closure

As detailed in Figure 1 below, services, programs and activities delivered through the Recurrent Budget (excludes operating projects), can be classified into *Traditional Services*, which are the provision of a range of services, programs and infrastructure to meet the needs and expectations of the community. A number of these services are the responsibility of the Council by virtue of the requirements of the *Local Government Act 1999* and other relevant legislation. Other services, which are classified into *Cultural and Community*, are provided by the Council in response to the community's expectations and/or needs. Together, these services represent 58% (\$25.8 million) of the draft Recurrent Budget. These services, programs and activities are supported by the Councils' *Governance and Administration* structure. These support services represent 16% (\$7.0m) of the draft Recurrent Budget. The final component of the Recurrent Budget is Ownership Costs (\$11.6m). As previously mentioned, these costs are being now incurred as a result of past investment decisions in long term assets and as such the Council has little influence over the value of these costs for the current year. These future costs, can however be influenced, by the decision that are made with respect to the level of capital investment in new and upgraded assets when considering the 2022-2023 Projects Budget.

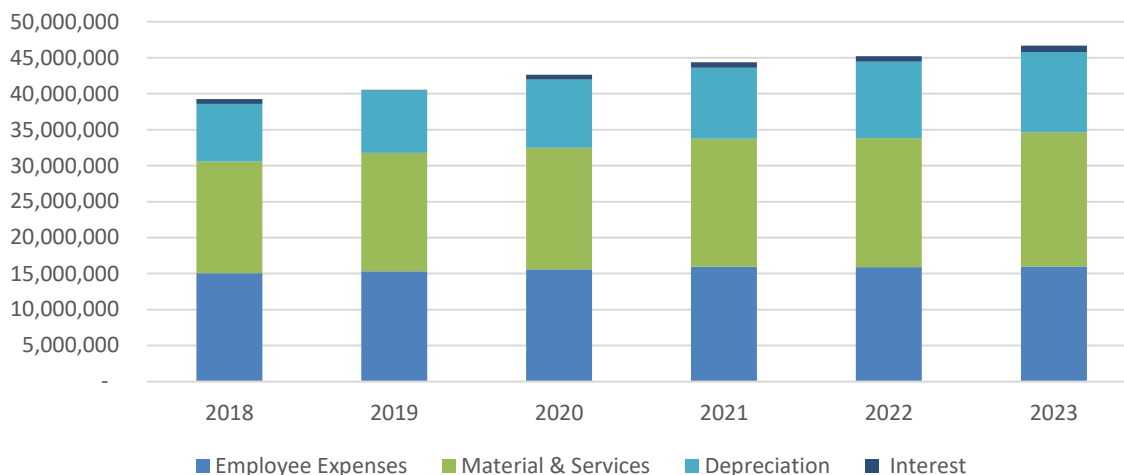
FIGURE 1: COMPONENTS OF DRAFT RECURRENT BUDGET

* excludes Regional Landscape Levy

The service, programs and activities which make up each element of recurrent budget is contained in Table 3 below and **Attachment B**.

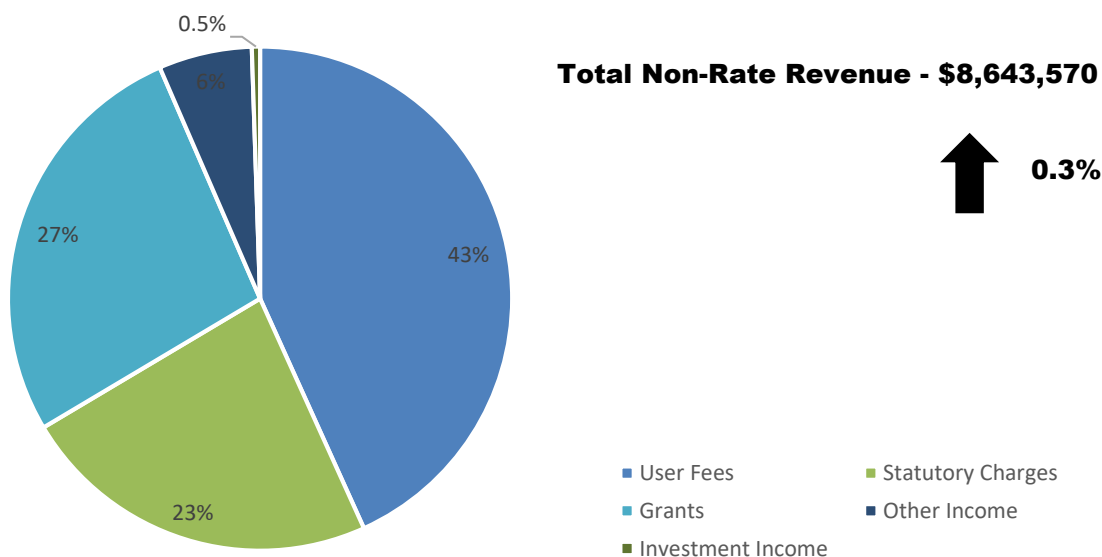
The cost elements of the Recurrent Budget as detailed in Figure 2 below, are Employee Expenses, which represent 35%, Material, Contracts & Other Expenses, which represent 40%, Depreciation which represents 24% and Finance Costs (excluding any new borrowings) which represent 1% of the total draft Recurrent Budget. Over the past five years, Material, Contracts & Other Expenses and Finance costs, as a percentage of the total recurrent budget have been consistent, where as Employee Expenses have been decreasing from 38% of the total budget to 35% and ownership costs increasing from 20% to 23% of the total Recurrent Budget. The overall Recurrent Budget increase for 2022-2023 is 2.1%, with the increase being driven predominately by depreciation expense. It should be noted that the Payneham Memorial Swimming Centre will be redeveloped during 2022-2023 and will close at the end of the 2021-2022 Swimming Season. In comparing the overall Recurrent Budget increase for 2022-2023, the 2021-2022 Adopted Budget has been adjusted to reflect the impact of the Swimming Centre closure.

FIGURE 2 : COST ELEMENTS



Rate revenue is the Council's major source of income and funds in the order of **80%** of the Council's operating expenditure. The balance is funded from non-rate revenue which is predominately made up of User Charges (45%) which incorporate Child Care Centre fees, Swimming Centre charges, Hire and Lease fees associated with Council facilities, HACC Services; Grant Income (27%) and Statutory Charges (21%) which incorporates Dog Registration fees, Parking Infringements, Residential Parking permits, Planning & Development fees, Hoarding Licences, Outdoor Dining permits. Non-rate revenue represents 20% of the Council's total revenue, with the \$8.726 million being factored into the draft Recurrent Budget.

FIGURE 3: BREAKDOWN OF NON-RATE REVENUE



Revenue derived from the Council's main sources of non-rate revenue (statutory and user charges) has remained stable over the last five (5) years. The static and /or diminishing nature of other revenue sources means that the Council is increasingly dependent on Rate revenue to fund the provision of services and programs.

User Charges includes fees payable for the use of the Council's discretionary services and facilities, with 86% of the Council's User Charges income being generated from the St Peters Child Care Centre & Pre-school, the Swimming Centre's and the Norwood Concert Hall.

Statutory Charges includes fees and charges that are set by legislation. In some circumstances, such as Parking Infringements, the fees charged are set at a fixed rate set out in the respective legislation, where as other legislation allows the Council to charge a fee with the value of the fee determined by the Council, up to a maximum limit as set out in the legislation (i.e. Dog Registration Fees). Income earned from Parking Expiration Notices is the main source (57%) of Statutory Charges Income.

Table 3 below sets out additional information on the Recurrent Operating Budget by functional area.

TABLE 3: DRAFT 2022-2023 RECURRENT BUDGET BY FUNCTION

Function	Expenditure	Income	Net Operating Surplus / (Deficit)
Rates	1,383,353	39,504,888	38,121,535
Traditional	17,269,553	2,897,341	(14,372,212)
Infrastructure Management	4,240,819	365,000	(3,875,819)
Waste & Recycling Services	4,536,706	43,000	(4,493,706)
Trees, Parks, Sports & Recreation	4,567,109	330,591	(4,236,518)
Economic Development, Regulatory Services, Environment & Planning	3,924,919	2,158,750	(1,766,169)
Cultural & Community	8,566,075	4,667,779	(3,898,296)
Community Services Health Aged & Youth Services	4,721,115	3,814,169	(906,946)
Libraries & Community Facilities	2,919,751	845,810	(2,073,941)
Community Events, Arts & Heritage	925,209	7,800	(917,409)
Governance, Communications & Administration	6,991,457	1,152,250	(5,839,207)
Governance,	1,941,262	340,000	(1,601,262)
Administration	4,459,927	792,250	(3,667,677)
Communications	590,268	20,000	(570,268)
Ownership	11,673,733	43,500	(11,630,233)
Total	45,884,171	48,265,758	2,381,587

2022-2023 Proposed Operating Projects

The Draft Budget, as detailed above in Table 1, incorporates a funding allocation for new Operating Projects to the value of \$1.553 million. Operating Project expenditure is offset by income of \$492,000, which includes Roads-to-Recovery Funding. As Committee Members are aware, Roads-to-Recovery Funding is utilized to fund the Civil Infrastructure Renewal Program.

The proposed Operating Projects for 2022-2023 have been broken down into a number of categories as detailed in Table 4 below:

TABLE 4: OPERATING PROJECT CATEGORIES

Operating Project Category	2022-2023 Proposed Operating Projects \$	2021-2022 Carry Forward Operating Projects \$
Proposed New Projects arising from:		
• Proposals submitted by Elected Members	36,000	-
• Events & Awards	218,000	-
• Traffic Management Initiatives	281,000	25,000
• Environmental Initiatives	52,000	13,000
• Council Operational Plans - <i>Smart Cities, Emission Reduction, Open Space & Playground Strategy etc.</i>	280,000	219,870
• Corporate & Governance	375,000	68,794
• Other	210,000	102,574
Total Operating Projects Expenditure	1,552,000	429,238

In addition to the new Operating Projects, there are a number of Operating Projects that were adopted as part of the 2022-2023 Budget, that are not anticipated to be completed by 30 June 2022. A review of the current year's Operating Projects has been undertaken and based on a review of year-to-date expenditure, the Draft Budget, as detailed above, includes a funding allocation for 2021-2022 Operating Projects to be carried forward of \$429,000. The Draft Budget will be adjusted accordingly following the 2021-2022 Third Budget Update. Operating Projects carried forward will be funded by cash reserves.

In undertaking the assessment of the proposed Operating Projects, the following projects are not recommended to be included within the Draft 2022-2023 Operating Projects Budget. The projects and the reasons for not supporting the funding submission are detailed below.

Part-time Biodiversity Officer

The funding submission proposed to employ a part time biodiversity officer to assist with Council's projects to restore native understorey vegetation in strategic locations, such as River Torrens Linear Park and other reserves and manage the Council's programs to remove synthetic grass from nature strips and verge greening program. The funding submission is not recommended as it is not considered that it will deliver the desired outcome as it does not address on-going resourcing required to undertake the desired planting. In addition, the management of the removal synthetic grass from nature strips and verge greening program, is essentially a program administration activity that requires a different skill set to a Biodiversity Officer.

A copy of the funding submissions is contained in **Attachment C**.

Budgeted Capital Projects

The Draft 2022-2023 Budget, as presented, incorporates Capital Projects to the value of \$ 51.3 million inclusive of 2021-2022 carry forwards and staff costs of \$1.280 million which are capitalised (i.e. staff involved in the delivery of the projects involving physical assets) and included in the final asset cost.

Of the proposed Capital Project spend, 54% relates to major asset upgrades that were adopted as part of the 2021-2022 Annual Business Plan, with the construction programs for the upgrades to commence and be finalised during the 2022-2023 financial year. In addition, the proposed Capital Budget includes one (1) new major upgrade project, the Cruickshank Reserve Facilities Upgrade. This project was endorsed by the Council at its meeting held on 7 March 2022 and has been submitted as the preferred project to be funded by the Federal Government Local Roads and Community Infrastructure funding program Phase 3. The Council has, on application, a funding allocation of \$889,000 to be spent by June 2023. While the initial cost estimate to undertake the works to construct a new multipurpose building to support tennis, netball and other recreation activities at the Reserve, was in the order of \$800,000, due to supply and other market pressures, the cost estimate to undertake the redevelopment is likely to be in the order of \$1 million. In addition, due to market pressure for labour and materials, there is a potential that the works may not be completed within the required timeframe, putting at risk the Council's access to the available funding.

This expenditure is offset by Capital Funding which incorporates grants and other revenues to the value of \$9.6 million, which results in a net cost to Council of \$41.6 million. The proposed Capital Projects for 2022-2023, have been broken down into a number of categories as detailed in Table 5 below.

TABLE 5: CAPITAL PROJECT CATEGORIES

Capital Project Category	2022-2023 Proposed Capital Projects \$
Whole-of-Life Capital Works Program	
• Road Resealing	4,591,018
• Footpath Reconstruction	897,338
• Kerb Reconstruction	1,779,290
• Stormwater Drainage Program (inc. carry forward budgets) *	9,534,205
Other Infrastructure Asset Renewal	2,196,000
Major Projects (inc. carry forward budgets)	28,796,960
Quadrennial Art Project (inc. carry forward budgets)	258,762
Non-Infrastructure Renewal	348,000
New IT Projects	174,400
Minor projects carried forward	1,403,645
Capitalisation of Salaries (existing staff)	1,280,124
Total Capital Projects Expenditure	51,259,743
Capital Funding	9,629,823
Net Cost	41,629,920

*includes \$2million carried forward for Trinity Valley Stage 1. A grant application for \$3.6 million has been lodged to assist in funding Stage 2 and Stage 3 of the Trinity Valley Drainage upgrade. Should the funding application be un-successful, the program will be scaled back.

It should be noted, that while the Council's *Public Art Policy* states the Council will ensure the adequate and on-going funding of public art through the creation of a reserve fund where the equivalent of 1% of the Capital Works Budget (Civil Infrastructure Capital Works Program and Drainage Infrastructure Works Program) or \$50,000, whichever is the greater amount, is set aside annually for the purpose of funding a commissioned art work during the term of each Council, the *Public Art Policy* also states that the funding allocation is subject to annual budget deliberations.

A review of the current year Capital projects has been undertaken and based on a review of year to date spend and project timelines, the Draft Budget, as detailed above, includes a funding allocation for 2021-2022 Capital projects to be carried forward of \$11.6 million. The Draft Budget will be adjusted accordingly following the 2021-2022 Third Budget Update.

In undertaking the assessment of the proposed Capital Projects, the following projects are not supported to be included within the Draft 2022-2023 Capital Projects Budget. The projects and the reasons for not supporting the funding submission are detailed below.

Adey Reserve Masterplan

The 2021-2022 Budget contains a funding allocation of \$50,000 to develop a Masterplan for Adey Reserve. The Funding submission requests the funding allocation to be increased to \$60,000. The current funding allocation is considered adequate, as such the funding submission is not recommended for inclusion in the draft Budget.

Mary MacKillop Park Playground

The funding submission proposes the installation of a playground on Mary MacKillop Park to provide opportunities for further activation in this space and provide an ancillary recreational offering to users of the Norwood Swimming Centre. It is proposed that the playground be suitable for a range of ages and all abilities. Given the proximity to the Norwood Swimming Centre and the development of Norwood Swimming Centre Masterplan, the funding submission is not recommended as the redevelopment of the reserve should be considered as part of the Norwood Swimming Centre Masterplan.

A copy of the funding submissions is contained in **Attachment C**.

Borrowings

Proposed capital expenditure of \$51.3 million, as detailed in **Attachment A**, is proposed to be funded as follows:

- | | |
|--|---------------|
| • Use of depreciation recovered through rate revenue | \$ 11,158,733 |
| • Roads to Recovery Funding | \$362,000 |
| • Grant Funding and other capital funding | \$9,629,823 |
| • Borrowings and cash reserves | \$30,109,187 |

In determining the timing and the level of borrowings required to fund the capital program, consideration has been given to the cash flow requirements and to intergenerational equity between current and future users (that is, an asset is funded from loan borrowings which is paid off over the life of the asset rather than raising rate revenue from current rate payers to pay for the asset). Whilst these considerations have formed part of the budget model, they will be reviewed and reconsidered before the decision to commit to any borrowings.

Given the nature of the major projects to be undertaken, to minimise the interest costs and debt servicing needs, it is recommended that the Council utilise the Discounted Cash Advance Facilities in place to fund the cashflow required during the construction phases as opposed to the utilisation of the standard fixed period debenture loans.

OPTIONS

The purpose of this report is to provide the opportunity to provide comment on the Draft Budget prior to the Council considering and endorsing the Draft Budget. In this regard, the Audit Committee has the following options in respect to the consideration of this matter;

- endorse 'in principle' the Draft 2022-2023 Budget, set out in the Financial Statements contained in **Attachment D**, which incorporates the proposed Operating and Capital Projects contained in **Attachment A**; or
- recommend to the Council amendments to the Draft 2022-2023 Budget, set out in the Financial Statements contained in **Attachment D**, which incorporates the proposed Operating and Capital Projects contained in **Attachment A**.

CONCLUSION

The Draft 2022-2023 Budget as presented in this report is based on the Council continuing to deliver its existing services, program and activities.

To ensure that a responsible budget is set, the Council has adopted a series of Budget Parameters, to guide Council Staff in preparing their respective budget estimates. As detailed in this report, the Draft 2022-2023 Recurrent Budget has been delivered with reference to these guidelines and where the parameters have not been achieved, the reasons have been provided.

Financial sustainability underpins the Council's Financial Goals and Outcomes, which are set out in the Long-Term Financial Plan. In general terms, financial sustainability is ensuring that the Council has the financial resources to meet the long-term service and infrastructure needs of the community, without any sharp increases in rate revenue or cuts in service provision and standards.

From an operational perspective, financial sustainability is being able to manage the conflict between keeping rate revenues increases to a reasonable level, maintaining existing service standards and spending on new services and major capital investments.

Decision regarding the Draft 2022-2023, need to take into account the impact on the Council's ability to continue to meet its operational and financial outcomes in the future. With reference to the financial targets set out in the Long-Term Financial Plan, Table 6 sets out the performance of the Draft 2022-2023 Budget, as set out in this report, against the LTFP Financial Outcomes.

TABLE 6: LONG TERM FINANCIAL PLAN TARGETS

Outcome	Measure	Target	Draft Budget	
A Balanced budget	Operating Ratio <i>Measures the Councils Operating result, whether that be a surplus or deficit as a percentage of operating revenues</i>	Between 0% and 10%	1.1%	✓
Rate Stability	Rate Revenue Increase <i>The annual increase in revenue generated from general rates</i>	Between 3% and 6%	5%	✓
Infrastructure and Asset Management	Asset Sustainability Ratio <i>Measures the rate at which the Councils assets are being renewed or replaced against the Infrastructure & Asset Management Plan</i>	Between 90% and 110% <i>on a rolling three (3) year average</i>	130%	✗
Debt Management	Net Financial Liabilities Ratio <i>Measures the percentage operating revenues that would be required to settle the net amount owed by the Council.</i>	Less than 75%	84%	✗
	Debt Servicing Ratio <i>Measures the Councils commitment to interest costs and debt repayments are met by general rate revenue</i>	less than 15%	6%	✓

COMMENTS

If Committee Members have any questions in relation to specific budget items or proposed allocations, please do not hesitate to contact the General Manager, Corporate Services on 8366 4585, prior to the meeting as these discussions may assist in resolving any enquiry prior to the meeting.

RECOMMENDATION

That the report be received and noted.

Short Term Suspension of Proceedings

At 7.03pm the Presiding Member, with the approval of two-thirds of the Committee Members present, suspended the meeting procedures pursuant to Regulation 20(1) of the *Local Government (Procedures at Meetings) Regulation 2013*, for one (1) hour to enable informal discussion regarding the Draft 2022-2023 Budget.

Resumption of Proceedings

The meeting resumed at 8.03pm.

Mayor Bria moved:

1. *That the Audit Committee notes the Draft 2022-2023 Budget is ambitious, with minimal buffer for delays in project delivery or cost over-runs.*
2. *That the Audit Committee recommends that the Council determines by resolution that once the 2022-2023 Budget is adopted, no further projects be approved by the Council unless fully funded (ie. Grants/ Fee for Service) and that the Council adhere to the budget management principles considered by the Council at its meeting held on 17 January 2022, namely:*
 - *no new recurrent operating expenditure or projects approved without being matched by an increase in operating revenue (i.e., Grants/ Fee for Service) or a reduction in expenditure, elsewhere within the Council's operations;*
 - *expenditure over-runs are offset by deferral of discretionary expenditure or savings elsewhere within the Council's operations;*
 - *income shortfalls to be matched by operating expenditure savings; and*
 - *no new capital expenditure that requires additional borrowings.*
3. *That the Audit Committee recommends that the Rate Revenue increase for 2022-2023 be set between 5% and 6%, to achieve a maximum increase for the Average Residential Ratepayer of \$50 per annum.*
4. *That the following Operating Projects not be funded as part of the Draft 2022-2023 Budget:*

• <i>Investment Prospectus</i>	<i>\$20,000</i>
• <i>Smart City Technology Plan</i>	<i>\$80,000</i>
• <i>25 Years of NPSP</i>	<i>\$25,000</i>
5. *That the funding allocation for the following Operating Projects be reduced by the following amounts:*

• <i>Tour Down Under</i>	<i>\$50,000</i>
• <i>Review of Access & Inclusion Plan</i>	<i>\$10,000</i>

Seconded by Ms Brigid O'Neill and carried unanimously.

3. NEXT MEETING

The next meeting of the Audit Committee will be held on Monday 23 May 2022.

4. CLOSURE

There being no further business the Presiding Member declared the meeting closed at 8.35pm.

Cr John Minney
PRESIDING MEMBER

Minutes Confirmed on _____
(date)

13. OTHER BUSINESS
(Of an urgent nature only)

14. CONFIDENTIAL REPORTS

**14.1 TENDER SELECTION REPORT – NORWOOD TOWN HALL AIR CONDITIONING UPGRADE
STAGE 2**

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:

(k) tenders for the supply of goods, the provision of services or the carrying out of works;

and that the Council is satisfied that, in 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 and discussion be kept confidential for a period not exceeding five (5) years and that this order be reviewed every twelve (12 months).

Under Section 91(7) and (9) of the *Local Government Act 1999* the Council orders that the minutes be kept confidential until the contract has been entered into by all parties to the contract.

14.2 TRINITY VALLEY DRAINAGE UPGRADE – PRELIMINARY DESIGN UPDATE

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 prejudice the commercial position of the Council; and
 - (ii) would, on balance, be contrary to the public interest;

by the disclosure of sensitive commercial and financial information 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 until this matter is finalised.

14.3 COUNCIL RELATED MATTER

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:

- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which –
 - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information; 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 and discussion be kept confidential for a period not exceeding five (5) years and that this order be reviewed every twelve (12 months).

Under Section 91(7) and (9) of the *Local Government Act 1999*, the Council orders that the minutes be kept confidential until the contract has been entered into by all parties to the contract.

14.4 APPOINTMENT TO THE TRAFFIC MANAGEMENT & ROAD SAFETY COMMITTEE

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:

- (a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

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 and attachments be kept confidential for a period not exceeding five (5) years and that this order be reviewed every twelve (12) months.

Under Section 91(7) and (9) of the *Local Government Act 1999*, the Council orders that the discussion and minutes be kept confidential until the announcement of the appointment is made.

14.5 CONCEPT SELECTION FOR THE QUADRENNIAL PUBLIC ART COMMISSION

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:

- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which—
 - (i) could reasonably be expected to confer a commercial advantage on a third party; 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 and discussion be kept confidential until all affected parties have been formally advised of the Council's decision.

14.6 COUNCIL RELATED MATTER

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:

- (a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

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 until the commencement of the Project.

15. CLOSURE