

# NOTICE OF COUNCIL MEETING

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

## The Ordinary Meeting of the



will be held in

**Council Chamber  
Redbanks Road  
Mallala**

on

**Monday 23 August 2021 at 6.00pm**

A handwritten signature in black ink, appearing to read "James Miller".

James Miller  
**CHIEF EXECUTIVE OFFICER**

In light of the ongoing COVID-19 public health emergency, and pursuant to section 302B of the Local Government Act 1999 and the Electronic Participation in Council Meetings Notice (No 1) 2020, **public access to all Council and Committee meetings will be facilitated via live stream on Council's YouTube channel.**

On the day of the meeting, a direct link to the live stream will be displayed on the homepage of Council's website [www.apc.sa.gov.au](http://www.apc.sa.gov.au)

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**3 BUSINESS ARISING**

**4 PUBLIC OPEN FORUM**

Pursuant to Council's Code of Practice – Meeting Procedures, Council will not facilitate the holding of Public Open Forum at a Council Meeting during the COVID-19 public health emergency.

**5 DECLARATION OF MEMBERS' INTEREST (material, actual, perceived)**

**6 ADJOURNED BUSINESS**

Nil

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Nil

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Nil

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### **16 QUESTIONS ON NOTICE**

Nil

### **17 QUESTIONS WITHOUT NOTICE**

### **18 MOTIONS ON NOTICE**

Nil

### **19 MOTIONS WITHOUT NOTICE**


### **20 URGENT BUSINESS**

### **21 CONFIDENTIAL ITEMS**

21.1	Crown Land, Two Wells – August 2021 <i>To be provided Under Separate Cover</i>
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	<b>2. Confirmation of Minutes</b>
<b>Monday 23 August 2021</b>	

- 2.1 Confirmation of Council Minutes – Ordinary Council Meeting held 26 July 2021

**“that the minutes of the Ordinary Council Meeting held on 26 July 2021 (MB Folios 17414 to 17427 inclusive), be accepted as read and confirmed.”**

- 2.2 Confirmation of Council Minutes – Special Council Meeting held 4 August 2021

**“that the minutes of the Special Council Meeting held on 4 August 2021 (MB Folios 17428 to 17431 inclusive), be accepted as read and confirmed.”**

- 2.3 Confirmation of Council Minutes – Special Council Meeting held 12 August 2021

**“that the minutes of the Special Council Meeting held on 12 August 2021 (MB Folios 17432 to 17435 inclusive), be accepted as read and confirmed.”**

# MINUTES

of

## Ordinary Council Meeting



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

HELD

**by electronic means**

on

**Monday 26 July 2021 at 6.00pm**

The Mayor formally declared the meeting open at 6.00pm.

# **1. ATTENDANCE RECORD**

## **1.1 Present:**

Mayor Mark Wasley		<i>By audio-visual link</i>
Councillor John Lush	Mallala/Dublin Ward	<i>By audio-visual link</i>
Councillor Marcus Strudwicke	Mallala/Dublin Ward	<i>By audio-visual link</i>
Councillor Terry-Anne Keen	Mallala/Dublin Ward	<i>By audio-visual link</i>
Councillor Kay Boon	Two Wells Ward	<i>By audio-visual link</i>
Councillor Joe Daniele	Two Wells Ward	<i>By audio-visual link</i>
Councillor Frank Maiolo	Two Wells Ward	<i>By audio-visual link</i>
Councillor Brian Parker	Lewiston Ward	<i>By audio-visual link</i>
Councillor Margherita Panella	Lewiston Ward	<i>By audio-visual link</i>
Councillor Carmine Di Troia	Lewiston Ward	<i>By audio-visual link</i>

## **Also in Attendance by audio-visual link:**

Chief Executive Officer	Mr James Miller
Acting General Manager – Governance and Executive Office	Ms Alyssa Denicola
General Manager – Finance and Business	Mr Rajith Udugampola
General Manager – Infrastructure and Environment	Mr Thomas Jones
General Manager – Development and Community	Mr Darren Starr
Information Technology Officer	Mr Thomas Harris-Howson
Administration and Executive Support Officer/Minute Taker	Ms Stacie Shrubsole

## 2. CONFIRMATION OF MINUTES

### 2.1 Confirmation of Council Minutes – Ordinary Council Meeting held 28 June 2021

Moved Councillor Di Troia                      Seconded Councillor Parker                      **2021/ 279**

**“that the minutes of the Ordinary Council Meeting held on 28 June 2021 (MB Folios 17373 to 17391 inclusive), be accepted as read and confirmed.”**

**CARRIED**

### 2.2 Confirmation of Council Minutes – Special Council Meeting held 8 July 2021

Moved Councillor Parker                      Seconded Councillor Boon                      **2021/ 280**

**“that the minutes of the Special Council Meeting held on 8 July 2021 (MB Folios 17392 to 17410 inclusive), be accepted as read and confirmed.”**

**CARRIED**

### 2.3 Confirmation of Council Minutes – Special Council Meeting held 21 July 2021

Moved Councillor Lush                      Seconded Councillor Daniele                      **2021/ 281**

**“that the minutes of the Special Council Meeting held on 21 July 2021 (MB Folios 17411 to 17413 inclusive), be accepted as read and confirmed.”**

**CARRIED**

## 3. BUSINESS ARISING

Nil

## 4. PUBLIC OPEN FORUM

Pursuant to Council's *Code of Practice – Meeting Procedures*, Council did not facilitate the holding of Public Open Forum at a Council Meeting held by electronic means during the COVID-19 public health emergency.

## 5. DECLARATION OF MEMBERS' INTEREST

Nil

## 6. ADJOURNED BUSINESS

Nil

## 7. MAYOR'S REPORT

### 7.1 Reporting Period – Thursday 24 June 2021 to Wednesday 21 July 2021

Friday 25 June 2021

Meeting – Mayor/Chief Executive Officer – Various Matters

Monday 28 June 2021

Pre-Council Meeting – Mayor/Chief Executive Officer/Executive Management Team  
Ordinary Council Meeting

Thursday 1 July 2021

South Australian Coastal Communities Committee Meeting

Friday 2 June 2021

Meeting – Mayor/Chief Executive Officer – Various Matters

Thursday 8 July 2021

Meeting – Mayor/Chief Executive Officer – Various Matters  
Special Council Meeting

Friday 9 July 2021

Citizenship Ceremony, Two Wells

Monday 19 July 2021

Meeting – Mayor/Chief Executive Officer – Various Matters  
Informal Gathering

**8. REQUESTED DOCUMENTS/CORRESPONDENCE TO BE TABLED**

Nil

**9. DEPUTATIONS**

Nil

**10. PRESENTATIONS/BRIEFINGS**

Nil

**11. PETITIONS**

Nil

**12. COMMITTEE MEETINGS**

**12.1 Adelaide Plains Council Historical Committee Meeting – 7 July 2021**

Moved Councillor Boon Seconded Councillor Strudwicke **2021/ 282**

**“that Council receives and notes the minutes of the Adelaide Plains Council Historical Committee meeting held 7 July 2021.”**

**CARRIED**

### 13. SUBSIDIARY MEETINGS

Nil

Councillor Keen disconnected from the meeting at 6.06pm.

### 14. REPORTS FOR DECISION

#### 14.1 Request to Fly the Rainbow Flag

Moved Councillor Boon Seconded Councillor Strudwicke **2021/ 283**

**“that Council, having considered Item 14.1 – *Request to Fly the Rainbow Flag*, dated 26 July 2021, receives and notes the report and in doing so instructs the Chief Executive Officer to fly the rainbow flag on the flag pole at East Reserve, Mallala during business hours for the month of November 2021, and acknowledges that Adelaide Plains Council will be listed as a supporter in the Feast Program Guide and on the Feast website.”**

**CARRIED UNANIMOUSLY**

#### 14.2 Endorse Form to Submit Proposed Item of Business to Local Government Association Annual General Meeting – Northern Adelaide Irrigation Scheme Water Pricing and Connection Costs

Councillor Keen reconnected to the meeting at 6.08pm.

Moved Councillor Daniele Seconded Councillor Parker **2021/ 284**

**“that Council, having considered Item 14.2 – *Endorse Form to Submit Proposed Item of Business to Local Government Association Annual General Meeting – Northern Adelaide Irrigation Scheme Water Pricing and Connection Costs*, dated 26 July 2021, receives and notes the report and endorses the Submission Form presented as Attachment 1 to this Report to be submitted to the South Australian Regional Organisation of Councils to give effect to Resolution 2021/238 subject to the inclusion of commentary surrounding water quality.”**

**CARRIED**

#### 14.3 Draft Lease for Public Consultation – Portion of Mallala Oval to Mallala and Districts Lions Club

Moved Councillor Lush Seconded Councillor Boon **2021/ 285**

**“that Council, having considered Item 14.3 – *Draft Lease for Public Consultation – Portion of Mallala Oval to Mallala and Districts Lions Club*, dated 26 July 2021, receives and notes the report and in doing so endorses the draft Lease, presented as Attachment 1 to this report, to be released for public consultation in accordance with Council Resolution 2021/164, and notes that any future execution will be conditional upon the necessary approvals being granted.”**

**CARRIED UNANIMOUSLY**

Councillor Di Troia declared a perceived conflict of interest in Item 14.4 – *Environment and Food Production Area Review – Response to Consultation* on the basis that he owns property within the relevant area and indicated that he would remain in the meeting but abstain from voting.

**“that Council, having considered Item 14.4 – *Environment and Food Production Area Review*, dated 26 July 2021, receives and notes the report and in doing so instructs the Chief Executive Officer to finalise and submit the submission to the State Planning Commission as presented in Attachment 1 to this Report with particular focus on the following:**

1. The Environment and Food Production Area generally aligns with Council's vision for Adelaide Plains as identified in the Strategic Plan 2020 - 2024, noting the following aspects of the Environment and Food Production Area require review and amendment:
  - a. The Environment and Food Production Area not allowing subdivision for housing associated with horse keeping or dog kennelling, where it is consistent with zoning policy, requires immediate review and clarification. The current statutory arrangements are limiting investment for envisaged development within the Animal Husbandry Subzone, Rural Living Zone, Rural Horticulture Zone and Rural Zone and causing confusion within the community.
  - b. The Environment and Food Production Area provisions should be explicitly communicated directly in the Planning and Design Code. The current system providing for the Code to express one thing about land and the Environment and Food Production Area to express the opposite needs amendment. The current arrangements are confusing and a handbrake on investment.
  - c. The Environment and Food Production Area precluding the ability to build a dwelling on Rural Living zoned land has the potential to place pressure for urban development (housing) on primary production and horticulture zoned land. Council questions the rationale for the Environment and Food Production Area applying to Rural Living zoned land.
  - d. The Environment and Food Production Area should not apply in the following locations:
    - i. The Rural Living Zone at Mallala. Mallala's Rural Living Zone has a similar siting to Dublin's Rural Living Zone. If the Environment and Food Production Area is lifted, it would allow subdivision for Rural Living, this being a different housing offer to other Zones in Mallala, and the anticipated housing forms in the Gracewood development.
    - ii. Within the Area of the proposed and funded Two Wells levee. Council expresses interest in investigations commencing with respect to the Rural Living Zone within this area.
    - iii. East of Magnolia Boulevard, Two Wells. These lots are part of the Eden subdivision and have approvals for Rural Living. The Environment and Food Production Area serves no policy purpose.
  - e. The Environment and Food Production Area should apply consistently to employment land on both sides of Port Wakefield Road at Two Wells.

- f. Council is open to the Environment and Food Production Area continuing in place over Two Wells / Rural Living Zone and Animal Husbandry Subzone until, noting further detailed investigations on the impact of the EFPA restrictions over time to be undertaken, subject to:
  - i. The barrier of the Environment and Food Production Area limiting subdivision for low intensity residential living where associated with horse or dog keeping being corrected.
  - ii. The lack of the Environment and Food Production Area being explicitly communicated directly in the Rural Living Zone and Animal Husbandry Subzone of the Planning and Design Code (perhaps as an Overlay) being corrected.
- g. The 30 Year Plan for Greater Adelaide should better reflect the Animal Husbandry Zone as a business cluster and the envisaged development of horticulture in the southern third of Adelaide Plains.
- h. Recognising the Environment and Food Production Area surrounds Two Wells' planned urban growth, Council intend to continue investigating, planning, delivering and advocating for the necessary economic and social infrastructure to support liveable growth at Two Wells. Council welcomes further dialogue with the Commission about this."

CARRIED

## 14.5 Draft Hart Reserve Master Plan Community Consultation

Moved Councillor Parker Seconded Councillor Strudwicke 2021/ 287

**"that Council, having considered Item 14.5 – *Draft Hart Reserve Masterplan*, dated 26 July 2021, receives and notes the report and in doing so receives the final Hart Reserve Master Plan Draft Report from Jensen PLUS and hereby endorses the Draft Plan for public consultation and instructs the Chief Executive Officer to commence Community Consultation as per Council's Public Consultation Policy."**

CARRIED UNANIMOUSLY

## 14.6 Adelaide Plains Historical Committee – Membership Appointment

Moved Councillor Boon Seconded Councillor Keen 2021/ 288

**"that Council, having considered Item 14.6 – *Adelaide Plains Council Historical Committee – Membership Appointment*, dated 26 July 2021, receives and notes the report and in doing so appoints Mr Vaughan Chenoweth to the Adelaide Plains Council Historical Committee until 1 January 2023."**

CARRIED UNANIMOUSLY



## 15. REPORTS FOR INFORMATION

### 15.1 Council Resolutions – Status Report

Moved Councillor Daniele Seconded Councillor Di Troia **2021/ 289**

**“that Council, having considered Item 15.1 – Council Resolutions – Status Report, dated 26 July 2021, receives and notes the report.”**

**CARRIED**

### 15.2 Access to Confidential Subsidiary Documents

Moved Councillor Parker Seconded Councillor Lush **2021/ 290**

**“that Council, having considered Item 15.2 – Access to Confidential Subsidiary Documents, dated 26 July 2021, receives and notes the report.”**

**CARRIED UNANIMOUSLY**

### 15.3 Thompson Beach Vehicle Access

Moved Councillor Lush Seconded Councillor Parker **2021/ 291**

**“that Council, having considered Item 15.3 – Thompson Beach Vehicle Access, dated 26 July 2021, receives and notes the report.”**

**CARRIED UNANIMOUSLY**

Councillor Panella disconnected from the meeting at 6.53pm.

### 15.4 Review of Dogs By-Law 2019

Councillor Panella reconnected to the meeting at 6.55pm.

Moved Councillor Strudwicke Seconded Councillor Di Troia **2021/ 292**

**“that Council, having considered Item 15.4 – Review of Dogs By-Law 2019, dated 26 July 2021, receives and notes the report.”**

**CARRIED UNANIMOUSLY**

### 15.5 Library and Community Services Report – May to June 2021

Moved Councillor Boon Seconded Councillor Keen **2021/ 293**

**“that Council, having considered Item 15.5 – Library and Community Services – Report – May to June 2021, dated 26 July 2021, receives and notes the report.”**

**CARRIED UNANIMOUSLY**

## 16. QUESTIONS ON NOTICE

Nil

## 17. QUESTIONS WITHOUT NOTICE

Not recorded in Minutes in accordance with Regulation 9(5) of the *Local Government (Procedures at Meetings) Regulations 2013*.

## 18. MOTIONS ON NOTICE

### 18.1 Motion on Notice – Vanuatu Friendship City Arrangement

Moved Mayor Wasley Seconded Councillor Boon **2021/ 294**

**“that a report come back to Council with further information on a proposal for a Friendship City arrangement with Vanuatu to encourage social, welfare, educational and cultural links to strengthen the bond with Vanuatu workers here in the Adelaide Plains.”**

**CARRIED**

### 18.2 Motion on Notice – Rescind Motion 2019/529

Moved Councillor Boon Seconded Councillor Panella **2021/ 295**

**“that the following Resolution be rescinded:**

**2019/529:**

**“that Members instruct the Chief Executive Officer to provide a letter of support to Port Parham Sports and Social Club in relation to their application to remove the restriction on the newly issued Liquor Licence which restricts liquor sales for consumption of the licenced premises to members only.”**

**CARRIED**

### 18.3 Motion on Notice – Lift Motion Off Table – 2021/175

Moved Councillor Lush Seconded Councillor Keen **2021/ 296**

**“that motion 2021/175 be lifted from the table.”**

**CARRIED**

### 18.1 Motion on Notice – Sealing Coastal Roads

Moved Councillor Lush Seconded Councillor Keen **2021/ 175**

**“that Council:**

- 1. Instructs the Chief Executive Officer to undertake detailed design in relation to the construction and sealing of Thompson Beach Esplanade (end of road north of Kestrel Crescent to car park east of Heron Crescent – 3.39km), Parham Esplanade (north Parham Road to end of road south of Wilson Street – 1.32km) and Webb Beach Road (Parham Road to boat ramp – 1.88km) and**
- 2. Acknowledges that an allocation of \$70,000 will be incorporated into the third quarter 2020/2021 budget revision.”**

The Mover, with consent of the Secunder, sought leave of the meeting to vary motion 2021/175. Leave was granted.

**MOTION 2021/175 AS VARIED**

Moved Councillor Lush                      Seconded Councillor Keen                      **2021/ 175**

**“that Council:**

- 1. Instructs the Chief Executive Officer to undertake detailed design in relation to the construction and sealing of Parham Esplanade (north Parham Road to end of road south of Wilson Street – 1.32km)**
- 2. Acknowledges that an allocation of \$20,000 will be incorporated into the first quarter 2021/2022 budget revision.”**

**CARRIED**

Councillor Daniele called for a division.

The Mayor declared the vote set aside.

Members voting in the affirmative: Councillors Strudwicke, Boon, Maiolo, Parker, Keen and Panella.

Members voting in the negative: Councillors Di Troia and Daniele.

The Mayor declared the motion **CARRIED**.

18.4 Motion on Notice – Lift Motion Off Table – 2021/177

Moved Councillor Lush                      Seconded Councillor Parker                      **2021/ 297**

**“that motion 2021/177 be lifted from the table.”**

**CARRIED**

18.1 Moved Councillor Lush                      Seconded Councillor Keen                      **2021/ 177**

**“that Council instructs the Chief Executive Officer to explore all relevant funding opportunities with relevant stakeholder groups and interested parties in relation the construction and sealing of Thompson Beach Esplanade (end of road north of Kestrel Crescent to car park east of Heron Crescent – 3.39km), Parham Esplanade (north Parham Road to end of road south of Wilson Street – 1.32km) and Webb Beach Road (Parham Road to boat ramp – 1.88km) and associated tourism and business opportunities.”**

The Mover, with consent of the Seconder, sought leave of the meeting to vary motion 2021/175. Leave was granted.

**MOTION 2021/177 AS VARIED**

18.1 Moved Councillor Lush                      Seconded Councillor Keen                      **2021/ 177**

**“that Council instructs the Chief Executive Officer to explore all relevant funding opportunities with relevant stakeholder groups and interested parties in relation the construction and sealing of Parham Esplanade (north Parham Road to end of road south of Wilson Street – 1.32km) and associated tourism and business opportunities.”**

**CARRIED**

Councillor Boon called for a division.

The Mayor declared the vote set aside.

Members voting in the affirmative: Councillors Keen, Strudwicke, Parker and Lush.

Members voting in the negative: Councillors Boon, Daniele, Di Troia, Maiolo and Panella.

The Mayor declared the motion **LOST**.

## 19. MOTIONS WITHOUT NOTICE

Nil

## 20. URGENT BUSINESS

Nil

## 21. CONFIDENTIAL ITEMS

### 21.1 International Translational Horticulture Centre Update

Moved Councillor Keen Seconded Councillor Parker 2021/ 298

“that:

1. Pursuant to section 90(2) of the *Local Government Act 1999*, Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Infrastructure and Environment, General Manager – Development and Community, Administration and Executive Support Officer/Minute Taker and Information Technology Officer be excluded from attendance at the meeting of Council for Agenda Item 21.1 – *International Translational Horticulture Centre Update*;
2. Council is satisfied that pursuant to section 90(3)(b) and 90(3)(h) of the *Local Government Act 1999*, Item 21.1 – *International Translational Horticulture Centre Update* concerns commercial information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting business, or to prejudice the commercial position of Council, being information relating to the proposed International Translational Horticulture Centre;
3. Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential.”

**CARRIED**

21.1 Moved Councillor Boon Seconded Councillor Di Troia 2021/ 299

“that Council, having considered Item 21.1 – *International Translational Horticulture Centre Update* dated 26 July 2021, receives and notes the report.”

**CARRIED**

- 21.1 Moved Councillor Keen Seconded Councillor Boon **2021/ 300**
- “that Council, having considered the matter of Item 21.1 – *International Translational Horticulture Centre Update* in confidence under sections 90(2), 90(3)(b) and 90(3)(h) of the Local Government Act 1999, resolves that:**
- 1. The report, Attachment 1 and Attachment 2 pertaining to Item 21.1 – *International Translational Horticulture Centre Update* remain confidential and not available for public inspection until further order of the Council;**
  - 2. Pursuant to section 91(9)(a) of the *Local Government Act 1999*, the confidentiality of the matter will be reviewed every 12 months; and**
  - 3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer.”**
- CARRIED**
- 21.2 Crown Land, Two Wells – July 2021
- Moved Councillor Lush Seconded Councillor Daniele **2021/ 301**
- “that:**
- 1. Pursuant to section 90(2) of the *Local Government Act 1999*, Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Infrastructure and Environment, General Manager – Development and Community, Administration and Executive Support Officer/Minute Taker and Information Technology Officer be excluded from attendance at the meeting of Council for Agenda Item 21.2 – *Crown Land, Two Wells – July 2021*;**
  - 2. Council is satisfied that pursuant to section 90(3)(b) and 90(3)(h) of the Local Government Act 1999, Item 21.2 – *Crown Land, Two Wells – July 2021* concerns commercial information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting business, or to prejudice the commercial position of Council, being information relating to ongoing negotiations in relation to Crown Land at Two Wells;**
  - 3. Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential.”**
- CARRIED UNANIMOUSLY**
- 21.2 Moved Councillor Keen Seconded Councillor Parker **2021/ 302**
- “that Council, having considered Item 21.2 – *Crown Land, Two Wells – July 2021* dated 26 July 2021, receives and notes the report.”**
- CARRIED**

21.2 Moved Councillor Boon Seconded Councillor Keen 2021/ 303

**“that Council, having considered the matter of Item 21.2 – *Crown Land, Two Wells – July 2021* in confidence under sections 90(2), 90(3)(b) and 90(3)(h) of the *Local Government Act 1999*, resolves that:**

1. The report pertaining to Item 21.2 – *Crown Land, Two Wells – July 2021* remain confidential and not available for public inspection until further order of the Council;
2. Pursuant to section 91(9)(a) of the *Local Government Act 1999*, the confidentiality of the matter will be reviewed every 12 months; and
3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer.”

**CARRIED**

21.3 Northern Adelaide Irrigation Scheme – Uptake and Investment

Moved Councillor Strudwicke Seconded Councillor Daniele 2021/ 304

**“that:**

1. Pursuant to section 90(2) of the *Local Government Act 1999*, the Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Infrastructure and Environment, General Manager – Finance and Business, General Manager – Development and Community, Administration Support Officer/Minute Taker, Information Technology Officer and Mr Ian O’Loan OAM Chairperson, Adelaide Plains Business Advisory Group be excluded from attendance at the meeting of the Council for Agenda Item 21.3 – *Northern Adelaide Irrigation Scheme - Uptake and Investment*;
2. Council is satisfied that pursuant to section 90(3)(d) of the *Local Government Act 1999*, Item 21.3 – *Northern Adelaide Irrigation Scheme - Uptake and Investment* concerns commercial information of a confidential nature (not being a trade secret), being legal firm fee proposals, the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party, being information in relation to potential private sector investment associated with the Northern Adelaide Irrigation Scheme
3. Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential.”

**CARRIED**

Mr Ian O’Loan OAM, Chairperson, Adelaide Plains Business Advisory Group, connected to the meeting at 7.41pm and provided a 38 minute briefing, including questions from Members, in relation to Item 21.3 - *Northern Adelaide Irrigation Scheme - Uptake and Investment*.

Mr O’Loan disconnected from the meeting at 8.19pm and did not return.

21.3 Moved Councillor Strudwicke Seconded Councillor Keen **2021/ 305**  
**“that Council, having considered Item 21.3 – Northern Adelaide Irrigation Scheme - Uptake and Investment dated 26 July 2021, receives and notes the report.”**

**CARRIED**

There being no further business, the Mayor declared the meeting closed at 8.36pm.

Confirmed as a true record.

Mayor: .....

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

# MINUTES

of

## Special Council Meeting



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

HELD

**by electronic means**

on

**Wednesday 4 August 2021 at 6.00pm**



The Mayor formally declared the meeting open at 6.03pm.

# **1. ATTENDANCE RECORD**

## **1.1 Present:**

Mayor Mark Wasley		<i>By audio-visual link</i>
Councillor John Lush	Mallala/Dublin Ward	<i>By audio-visual link</i>
Councillor Marcus Strudwicke	Mallala/Dublin Ward	<i>By audio-visual link</i>
Councillor Terry-Anne Keen	Mallala/Dublin Ward	<i>By audio-visual link</i>
Councillor Kay Boon	Two Wells Ward	<i>By audio-visual link</i>
Councillor Joe Daniele	Two Wells Ward	<i>By audio-visual link</i>
Councillor Brian Parker	Lewiston Ward	<i>By audio-visual link</i>
Councillor Carmine Di Troia (from 6.04pm)	Lewiston Ward	<i>By audio-visual link</i>
Councillor Margherita Panella (from 6.29pm)	Lewiston Ward	<i>By audio-visual link</i>

## **Also in Attendance by audio-visual link:**

Chief Executive Officer	Mr James Miller
Administration and Executive Support Executive Officer	Ms Stacie Shrubsole
Manager, Human Resources Consulting – McArthur	Ms Rebecca Hunt

## **1.2 Apologies**

Councillor Frank Maiolo	Two Wells Ward
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## 2. ADJOURNED BUSINESS

Nil

## 3. DECLARATION OF MEMBERS' INTEREST

Nil

## 4. CONFIDENTIAL ITEM

### 4.1 Chief Executive Officer Annual Performance Review

Moved Councillor Boon                      Seconded Councillor Lush                      2021/ 306  
 "that:

1. Pursuant to section 90(2) of the *Local Government Act 1999*, the Council orders that all members of the public, except Chief Executive Officer, Rebecca Hunt – McArthur and Minute Taker/Administration and Executive Support Officer be excluded from attendance at the meeting of the Council for Agenda Item 4.1 – *Chief Executive Officer Annual Performance Review*;
2. Council is satisfied that it is necessary that the public be excluded to enable Council to consider Item 4.1 – *Chief Executive Officer Annual Performance Review* at the meeting:
  - a. on the grounds provided by section 90(3) of the *Local Government Act 1999*, being that Item 4.1 – *Chief Executive Officer Annual Performance Review* concerns information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead); and
  - b. on the basis that information within Item 4.1 – *Chief Executive Officer Annual Performance Review* contains information about the personal affairs of a person, constituting the performance of the Chief Executive Officer pursuant to the contract of employment.
3. Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential."

Councillor Di Troia connected to the meeting at 6.04pm.

**CARRIED**

The Mayor sought leave of the meeting to suspend meeting procedures pursuant to Regulation 20(1) of the *Local Government (Procedures at Meetings) Regulations 2013* for a period of time sufficient to facilitate informal discussions in relation to Item 4.1 – *Chief Executive Officer Annual Performance Review*.

Leave was granted.

The meeting was suspended at 6.05pm.

Councillor Panella connected to the meeting at 6.29pm.

The meeting resumed at 6.49pm.

- 4.1 Moved Councillor Boon Seconded Councillor Keen **2021/ 307**  
**“that Council, having considered the matter of Agenda Item 4.1 – Chief Executive Officer – Performance Review in confidence under sections 90(2) and 90(3)(a) of the Local Government Act 1999, resolves:**
1. That all associated information submitted to this meeting and the minutes of this meeting pertaining to Agenda Item 4.1 – Chief Executive Officer – Performance Review in relation to the matter remain confidential and not available for public inspection until further order of Council;
  2. Pursuant to section 91(9)(a) of the *Local Government Act 1999*, the confidentiality of the matter will be reviewed every 12 months; and
  3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, Council delegates the power to revoke this confidentiality order to the Chief Executive Officer.”

**CARRIED**

## 5. CLOSURE

There being no further business, the Mayor declared the meeting closed at 6.50pm.

Confirmed as a true record.

Mayor: .....

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

# MINUTES

of

## Special Council Meeting



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

HELD

**by electronic means**

on

**Thursday 12 August 2021 at 7.30pm**

The Mayor formally declared the meeting open at 7.32pm.

# **1. ATTENDANCE RECORD**

## **1.1 Present:**

Mayor Mark Wasley		<i>By audio-visual link</i>
Councillor Marcus Strudwicke	Mallala/Dublin Ward	<i>By audio-visual link</i>
Councillor Terry-Anne Keen	Mallala/Dublin Ward	<i>By audio-visual link</i>
Councillor John Lush	Mallala/Dublin Ward	<i>By audio-visual link</i>
Councillor Kay Boon	Two Wells Ward	<i>By audio-visual link</i>
Councillor Joe Daniele (from 7.45pm)	Two Wells Ward	<i>By audio-visual link</i>
Councillor Margherita Panella	Lewiston Ward	<i>By audio-visual link</i>
Councillor Carmine Di Troia	Lewiston Ward	<i>By audio-visual link</i>

## **Also in Attendance by audio-visual link:**

Chief Executive Officer	Mr James Miller
Acting General Manager – Governance and Executive Office/Minute Taker	Ms Alyssa Denicola
General Manager – Infrastructure and Environment	Mr Thomas Jones
Information Technology Support Officer	Mr Sean Murphy

## **1.2 Apologies:**

Councillor Frank Maiolo	Two Wells Ward
Councillor Brian Parker	Lewiston Ward

**2. ADJOURNED BUSINESS**

Nil

**3. DECLARATION OF MEMBERS' INTEREST**

Nil

**4. REPORTS FOR DECISION****4.1 Gawler River Floodplain Management Authority Draft Strategic Plan 2021- 2026**Moved Councillor Strudwicke Seconded Councillor Lush **2021/ 308**

**"that Council, having considered Item 4.1 – *Gawler River Floodplain Management Authority Draft Strategic Plan 2021-2026*, dated 12 August 2021, receives and notes the report and in doing so:**

- 1. Acknowledges the extensive body of work undertaken by Jeff Tate Consulting in the preparation of the draft Gawler River Floodplain Management Authority (GRFMA) Strategic Plan 2021-2026**
- 2. Extends our appreciation to both Mr Jeff Tate and the GRFMA for the opportunity to provide comment on the draft Strategic Plan 2021-2026**
- 3. Commends the thrust and direction envisaged under Themes 2 and 3 which point to developing and evolving key relationships and ensuring good governance and ongoing financial sustainability and**
- 4. Expresses concerns surrounding Priority Actions 1.2, 1.4 and 1.5 which point to designing, building and maintaining physical flood mitigation infrastructure for the reasons set out in resolution 2021/207."**

**CARRIED UNANIMOUSLY****4.2 Wasleys Bridge Remediation Options**

Councillor Daniele connected to the meeting at 7.45pm.

Councillor Lush disconnected from the meeting at 8.01pm.

Moved Councillor Panella Seconded Councillor **2021/ 309**

**"that Council, having considered Item 4.2 – *Wasleys Bridge Remediation Options*, dated 12 August 2021, receives and notes the report and in doing so:**

- 1. Instructs the Chief Executive Officer to commence the necessary process under the Roads (Opening and Closing) Act 1991 (SA) in relation to the potential closure of Wasleys Road Bridge (Light River), Barabba and**
- 2. Acknowledges that if the Wasleys Road Bridge is closed:**
  - a. Funding of \$107,500 under the Bridge Renewal Program – Round 5 will be relinquished, as the relevant remediation works will not be undertaken and**
  - b. Council's co-contribution of \$107,500 will be reallocated to other projects at the next quarterly budget review."**

**LAPSED FOR WANT OF A SECONDER**

Councillor Lush reconnected to the meeting at 8.05pm

Moved Councillor Strudwicke

Seconded Councillor Panella

2021/ 310

“that Council, having considered Item 4.2 – *Wasleys Bridge Remediation Options*, dated 12 August 2021, receives and notes the report and in doing so:

1. Instructs the Chief Executive Officer to:
  - a. Commence the necessary notification process under section 32(1) of the Road Traffic Act 1961 (SA) (the Road Traffic Act) in relation to the potential application of a load limit of 6.5tonnes to Wasleys Road Bridge (Light River), Barabba (with the exception of emergency vehicles, service vehicles and Council vehicles) and
  - b. Bring back a report to Council pursuant to section 32(2) of the Road Traffic Act at the appropriate time in order for Council to give due consideration to all written submissions received prior to considering any resolution to apply a load limit to the Wasleys Road Bridge
2. Instructs the Chief Executive Officer to undertake the necessary consultation under the Roads (Opening and Closing) Act 1991 (SA) in relation to the potential closure of Wasleys Road Bridge (Light River), Barabba and
3. Acknowledges that if a load limit of 6.5tonnes is applied to the Wasleys Road Bridge, or the Wasleys Road Bridge is closed funding of \$107,500 under the Bridge Renewal Program – Round 5 will be relinquished, as the relevant remediation works will not be undertaken.”

CARRIED


## 5. CLOSURE

There being no further business, the Mayor declared the meeting closed at 8.18pm.

Confirmed as a true record.

Mayor: .....

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

 <b>Adelaide Plains Council</b>	<b>7.1</b>	<b>Mayor's Report</b>	
	<b>Document No:</b>	<b>D21/36946</b>	
<b>Report Date:</b>	<b>23 August 2021</b>	<b>Prepared for:</b>	<b>Mayor Mark Wasley</b>

Reporting Period – Thursday 22 July 2021 to Wednesday 18 August 2021

Monday 26 July 2021

Meeting – Mayor/Chief Executive Officer – Various Matters

Pre-Council Meeting – Mayor/Chief Executive Officer/Executive Management Team

Ordinary Council Meeting

Wednesday 28 July 2021

Walk the Yorke Coastal Project Meeting with Legatus Group Coastal Councils

Thursday 29 July 2021

Meeting – Mayor/Chief Executive Officer – Various Matters

Wednesday 4 August 2021

Pre-Council Meeting – Mayor/Chief Executive Officer/Executive Management Team

Special Council Meeting

Infrastructure and Environment Committee Meeting

Friday 6 August 2021

Meeting – Mayor/Chief Executive Officer – Various Matters

Meeting – Adelaide Plains Council and District Council Mount Remarkable, Mayors and Chief Executive Officers

Monday 9 August 2021

Audit Committee Meeting

Thursday 12 August

Meeting – Mayor/Chief Executive Officer/Acting General Manager – Governance and Executive Office – Various Matters

Special Council meeting




Tuesday 17 August 2021


Corporate Photographs

Wednesday 18 August 2021

Meeting – Gawler River Floodplain Management Authority Chairperson

 <b>Adelaide Plains Council</b>	<b>10. Presentations/Briefings</b>
<b>Monday 23 August 2021</b>	

- 10.1 Mr James Miller, Chief Executive Officer, Adelaide Plains Council – Presentation of Drought Communities Programme Rounds 1 and 2 Outcomes Video

	<b>12.1</b>	<b>Infrastructure and Environment Committee Meeting – 4 August 2021</b>
	<b>Department:</b>  <b>Report Author:</b>	<b>Infrastructure and Environment</b>  <b>General Manager Infrastructure and Environment</b>
<b>Date: 23 August 2021</b>	<b>Document No:</b>	<b>D21/36904</b>

## **OVERVIEW**

The purpose of this report is to facilitate the receiving and noting of the minutes from the 4 August 2021 Infrastructure and Environment Committee Meeting (**Attachment 1**).

Items for Council's consideration:

- Draft Infrastructure Asset Management Strategy, and Plans
- Policy Review – Asset Management Policy

[Click here to view the Agenda](#) for the Infrastructure and Environment Committee Meeting on 4 August 2021.

## **RECOMMENDATION 1**

**“that Council receives and notes the minutes of the Infrastructure and Environment Committee Meeting held 4 August 2021.”**

*Draft Infrastructure Asset Management Strategy, and Plans*

## **RECOMMENDATION 2**

**“that Council endorses resolution 2021/022 of the Infrastructure and Environment Committee and in doing so instructs the Chief Executive Officer to release the draft Infrastructure Asset Management Strategy and Plans as presented in Attachment 2 to this report for public consultation in accordance with Council's Public Consultation Policy.”**

*Policy Review – Asset Management Policy*

## **RECOMMENDATION 3**

**“that Council endorses resolution 2021/023 of the Infrastructure and Environment Committee and in doing so adopts the revised Asset Management Policy as presented in Attachment 3 to this report.”**

## **Attachments**

1. Copy of Minutes of Meeting held 4 August 2021
2. Draft Infrastructure Asset Management Strategy, and Plans
3. Asset Management Policy

# MINUTES

of the

## Infrastructure and Environment Committee

of the



Pursuant to the provisions of section 88 (1) of the  
*Local Government Act 1999*

HELD

**by electronic means**

on

**Wednesday 4 August 2021 at 7.15pm**

The Chairperson formally declared the meeting open at 7.17pm.

## 1. ATTENDANCE

### 1.1 Present:

Mr Richard Dodson	Chairperson	<i>By audio-visual link</i>
Mr Howard Lacy	Independent Member	<i>By audio-visual link</i>
Mayor Mark Wasley	Mayor	<i>By audio-visual link</i>
Councillor John Lush	Mallala/Dublin Ward	<i>By audio-visual link</i>
Councillor Terry-Anne Keen	Mallala/Dublin Ward	<i>By audio-visual link</i>
Councillor Kay Boon	Two Wells Ward	<i>By audio-visual link</i>
Councillor Margherita Panella	Lewiston Ward	<i>By audio-visual link</i>
Councillor Brian Parker	Lewiston Ward	<i>By audio-visual link</i>

### Also in Attendance by audio-visual link:

Chief Executive Officer	Mr James Miller
General Manager – Infrastructure and Environment	Mr Thomas Jones
Acting General Manager – Governance and Executive Office	Ms Alyssa Denicola
General Manager – Development and Community	Mr Darren Starr
Infrastructure and Assets Consultant	Mr Glenn Sandford
Administration and Executive Support Officer/Minute Taker	Ms Stacie Shrubsole
Information Technology Officer	Mr Thomas Harris-Howson

### 1.2 Apologies

Councillor Frank Maiolo	Two Wells Ward
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## 2. CONFIRMATION OF MINUTES

### 2.1 Infrastructure and Environment Committee Meeting – 15 June 2021

#### Committee Resolution

Moved Councillor Parker Seconded Councillor Panella **2021/ 020**

**“that the minutes of the Infrastructure and Environment Committee meeting held on Tuesday 15 June 2021 (MB Folios 63 to 70, inclusive), be accepted as read and confirmed.”**

**CARRIED**

## 3. BUSINESS ARISING

Nil

## 4. DECLARATION OF MEMBERS’ INTERESTS (material, actual, perceived)

Nil

## 5. ADJOURNED ITEMS

Nil

## 6. REPORTS FOR INFORMATION

### 6.1 Committee Resolutions

#### Committee Resolution

Moved Councillor Boon Seconded Councillor Keen **2021/ 021**

**“that the Infrastructure and Environment Committee, having considered Item 6.1 – *Committee Resolutions*, dated 4 August 2021, receives and notes the report.”**

**CARRIED**

## 7. REPORTS FOR DECISION

### 7.1 Draft Infrastructure Asset Management Strategy, and Plans

#### Committee Resolution

Moved Mayor Wasley Seconded Councillor Parker **2021/ 022**

**“that Council, having considered Item 7.1 – *Draft Infrastructure Asset Management Strategy, and Plans*, dated 4 August 2021, receives and notes the report and in doing so, recommends to Council that it release the draft Infrastructure Asset Management Strategy and Plans for public consultation in accordance with Council’s Public Consultation Policy.”**

**CARRIED**

## 7.2 Policy Review – Asset Management Policy

**Committee Resolution**

Moved Councillor Parker Seconded Councillor Lush 2021/ 023

**“that Infrastructure and Environment Committee, having considered Item 7.2 – *Policy Review – Asset Management Policy* dated 4 August 2021, receives and notes the report and in doing so recommends to Council that it adopts the revised Asset Management Policy as presented in Attachment 1 to this report.”**

CARRIED

## 7.3 Wasleys Bridge Remediation Options

**Committee Resolution**

Moved Councillor Parker Seconded Mayor Wasley 2021/ 024

**“that Infrastructure and Environment Committee, having considered Item 7.3 – *Wasleys Bridge Remediation Options*, dated 4 August 2021, receives and notes the report and in doing so recommends to Council that it:**

- 1. Acknowledge the Tonkin Consulting Report - Wasleys Bridge Assessment, Load Capacity Assessment, presented as Attachment 1 to this Report, which strongly recommends the lowering of the Wasleys Bridge load limit from 12 tonne to 6.5 tonne and**
- 2. In acknowledging 1 above, lower the tonnage capacity of Wasleys Road Bridge to 6.5 tonne and implement measures to ensure single vehicle access at any one time.”**

CARRIED

7.3 **Committee Resolution**

Moved Councillor Lush Seconded Mayor Wasley 2021/ 025

**“that the Infrastructure and Environment Committee, having considered Item 7.3 – *Wasleys Bridge Remediation Options*, dated 4 August 2021, recommends that management bring back a further report to the Infrastructure and Environment Committee that deals with alternative options for the river crossing.”**

CARRIED

**8. QUESTIONS ON NOTICE**

Nil

**9. QUESTIONS WITHOUT NOTICE**

Not recorded in Minutes in accordance with Regulation 9(5) of the *Local Government (Procedures at Meetings) Regulations 2013*.



**10. MOTIONS ON NOTICE**

Nil

**11. MOTIONS WITHOUT NOTICE**

Nil

**12. URGENT BUSINESS**

Nil

**13. CONFIDENTIAL ITEMS**

Nil

**14. NEXT MEETING**

To be determined

**15. CLOSURE**

There being no further business, the Chairperson declared the meeting closed at 8.46pm.

Confirmed as a true record.

Chairperson:.....

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_



# STRATEGIC ASSET MANAGEMENT PLAN

<b>Document Control</b>	<b>Strategic Asset Management Plan</b>
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Document ID :

<b>Rev No</b>	<b>Date</b>	<b>Revision Details</b>	<b>Author</b>	<b>Reviewer</b>	<b>Approver</b>
V1	July 2021	For Review	IAC	GMIE	
V1	July 2021	For Review	IAC	EMT	
V1	August 2021	For Review	IAC	I&E Committee	

DRAFT

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## EXECUTIVE SUMMARY

### Context

Adelaide Plains Council is responsible for the acquisition, operation, maintenance, renewal and disposal of an extensive range of physical assets with a replacement value of **\$158,612,221.38 million**.

These assets include land, buildings, parks, recreation areas, roads, footpaths, stormwater drainage system, community wastewater management system and associated operating assets and provide service essential to our community's quality of life.

This Strategic Asset Management Plan (SAMP) takes the organisational objectives in our Strategic Plan, develops the asset management objectives, principles, framework and strategies required to achieve our organisational objectives. The plan summarises activities and expenditure projections from individual asset management plans to achieve the asset management objectives.

### What does it Cost?

Operating Outlays (excluding depreciation)

The projected operating outlays necessary to provide the services covered by this SAMP includes operation and maintenance of existing assets over the 10 year planning period is **\$2,686,862 million** on average per year.

Capital Outlays

The projected required capital outlays including renewal/replacement and new/upgrade of existing assets and acquisition of new assets over the 10 year planning period is **\$4,452,335 million** on average per year.

We have balanced the projected expenditures in the SAMP with financial outlays in the Long-Term Financial Plan (LTFP), this will involve.

- community consultation on desirable and affordable levels of service
- balancing service performance, risk and cost in a trade-off of projects and initiatives
- considering the impact of trade-offs and accepting the service and risk consequences

### What we will do

Our aim is to provide the services needed by the community in a financial sustainable manner. Achieving financial sustainability requires balancing service levels and performance with cost and risk.

It may not be possible to meet all expectations for services within current financial resources. We will continue to engage with our community to ensure that needed services are provided at appropriate levels of service at an affordable cost while managing risks.

### What we have deferred

We endeavour to provide all services at the desired service levels or provide new services. Major initiatives and projects that are deferred for the next 10 years under long-term financial plan funding levels are:

- None Identified

### Managing the Risks

There are risks associated with providing the service and not being able to complete all identified initiatives and projects. We have identified major risks as:

- None Known
- We will endeavour to manage these risks within available funding by:
- Undertaking necessary asset repairs and maintenance to councils assets

### Confidence Levels

This SAMP is based on high level of confidence information.

### The Next Steps

The actions resulting from this asset management plan are:

- implement the improvement plan in Section 4.1
- improve consultation methods to increase awareness of service performance, risk and cost pressures we are facing
- investigate actions to extend the life of assets without affecting performance and risk
- review asset renewal and replacement options to reduce service delivery lifecycle costs.

## **2. ASSET MANAGEMENT STRATEGY**

### **2.1 Asset Management System**

Asset management enables an organisation to realise value from assets in the achievement of organisational objectives, while balancing financial, environmental and social costs, risk, quality of service and performance related to assets.

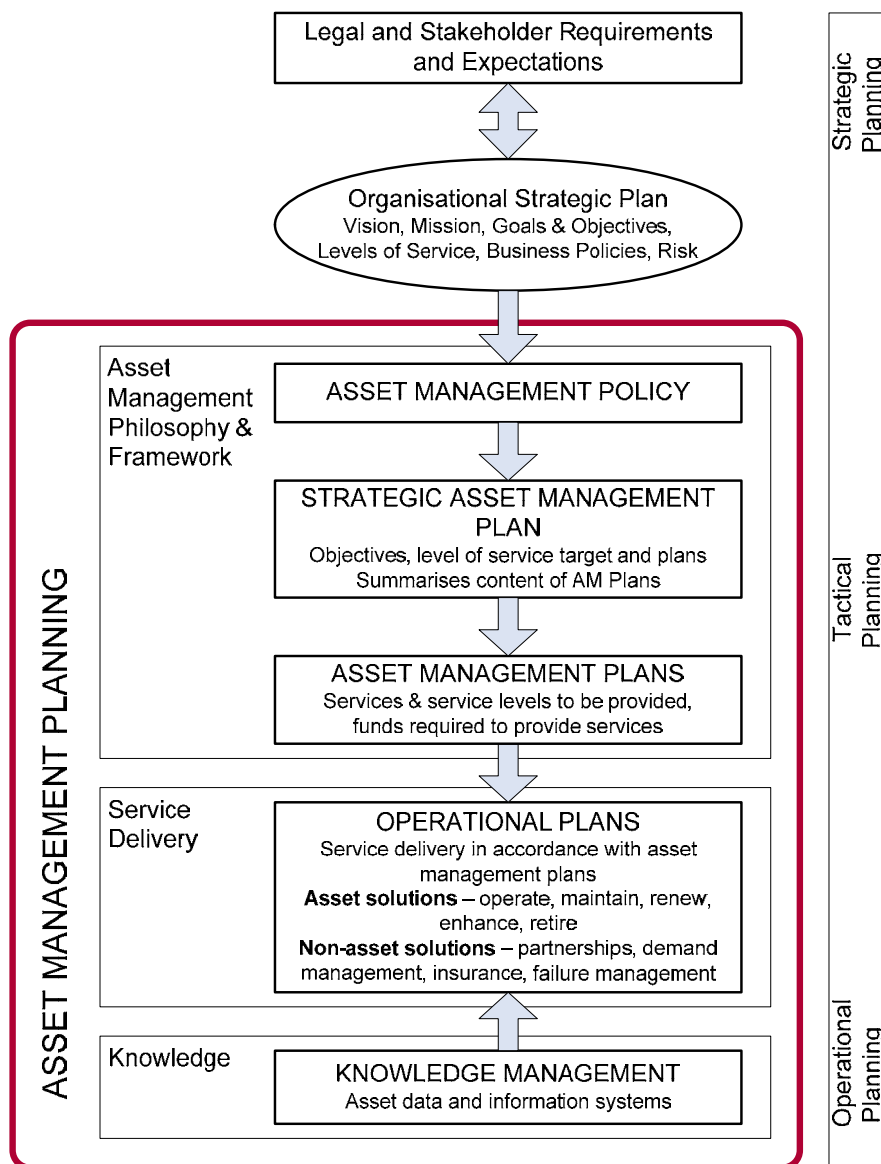
An asset management system is a set of interrelated and interacting elements of an organisation to establish the asset management policy and asset management objectives, and the processes, needed to achieve those objectives. An asset management system is more than 'management information system' software. The asset management system provides a means for:

- coordinating contributions from and interactions between functional units within an organisation; and
- consistent application of the asset management processes to achieve uniform outcomes and objectives.

The asset management system includes:

- The asset management policy
- The asset management objectives
- The strategic asset management plan
- The asset management plans, which are implemented in
  - operational planning and control
  - supporting activities
  - control activities
  - other relevant processes.

The asset management system fits within the organisation's strategic planning and delivery process as shown in Figure 1.



**Figure 1: Strategic Asset Management Plan fit in Planning Process**

### 2.1.1 Asset Management Policy

The asset management policy sets out the principles by which the organisation intends applying asset management to achieve its organisational objectives. Organisational objectives are the results the organisation plans to achieve, as documented in its Strategic Plan. Our adopted asset management policy is available from Adelaide Plains Council website.

### 2.1.2 Strategic Asset Management Plan

This strategic asset management plan is to document the relationship between the organisational objectives set out in the Strategic Plan 2020-2024 and the asset management (or service) objectives and define the strategic framework required to achieve the asset management objectives.

The asset management objectives must be aligned with the organisation's strategic objectives set out in its strategic plan. This strategic asset management plan encompasses the following key themes:

- Envable Lifestyle
- Emerging Economy
- Remarkable Landscapes
- Proactive Leadership

### 2.1.3 Asset Management Plans

Supporting the strategic asset management plan and asset management plans for major service/asset categories. The asset management plans document the activities to be implemented and resources to be applied to meet the asset management objectives. The strategic asset management plan summarises the key issues from following asset management plans:

- Transport
- Buildings and Land
- Stormwater
- Community Wastewater Management System (CWMS)
- Open Space

The Strategic Asset Management Plan is part of the organisation's strategic and annual planning and reporting cycle as shown in Table 2.1.

**Table 2.1: Strategic Asset Management Plan within the Planning and Reporting Cycle**

	Plan	Planning Cycle	Performance Reporting	Reporting Method
Community Planning	Strategic Plan	4 years	Community Objectives Indicators	Annual Report
Strategic Planning	10 year Long-Term Financial Plan	4 years	Financial Indicators	Annual Report
	Strategic Asset Management Plan Asset Management Plans		Asset Management Objectives	
Operational Planning	4 year Operational Plan	4 years	Operational Objectives incorporated into Annual Plan	Annual Report
Annual Planning & Budget	Annual Plan & Budget	Annual	Annual Objectives Budget Objectives	Reports to Council
	Departmental Work Plans		Work Plan Objectives	Reports to Council, Environment & Infrastructure Committee, Finance Audit Committee
	Individual Work Plans		Work Plan Objectives	Performance Reviews



## 2.2 What Assets do we have?

We manage a lot of assets to provide services to our community. The assets provide the foundation for the community to carry out its everyday activities, while contributing to overall quality of life.

**Table 2.2: Assets covered by this Plan**

Asset Class/Category	Details
Transport	Sealed Roads 181,728 Length (m) Sheeted Roads 541,218 Length (m) Bridges No. 4 Footpaths Sealed 19,186 Length (m) Footpaths Unsealed 61 Length (m) Pram Ramps No. 184 Kerb & Watertable 63,778 Length (m)
Stormwater	Pipes Box Culverts Headwalls Junction Boxes Pump Stations Gross Pollutant Traps
Open Space	Landscaping Sites No. 12 Site Improvements No. 226 Structures No. 45
Buildings and Land	Buildings No. 45 Buildings Components No. 19 Land Parcels No. 162 Easements No. 16
Community Wastewater Management System	Pump Stations No. 9 Air Valve No. 15 Tanks No. 10 Domestic Pumps/Sumps No. 20 Gravity Pipes No. 74 Irrigation No. 31

## 2.3 Our Assets and their management

### 2.3.1 Asset Values

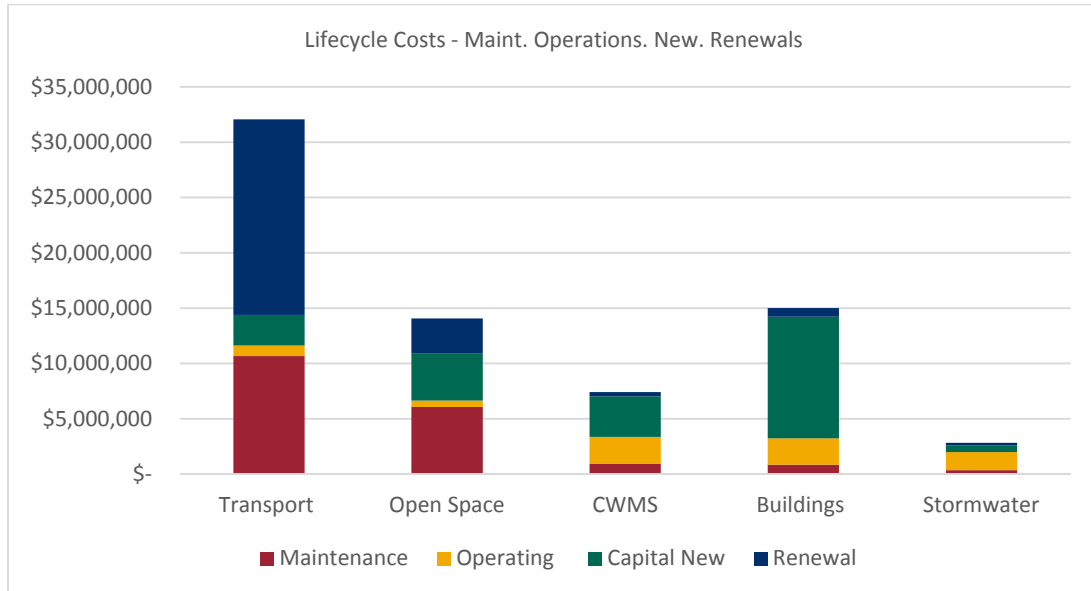
The infrastructure assets covered by this strategic asset management plan are shown in Table 2.3.1. These assets are used to provide services to the community.

**Table 2.3.1: Assets covered by this Plan**

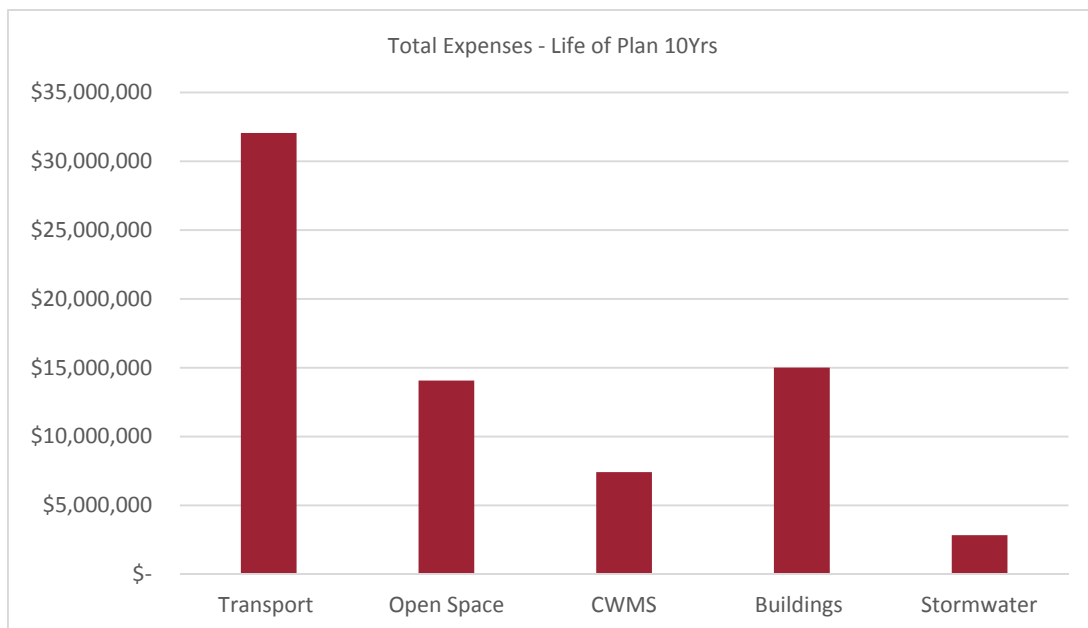
Asset Class/Category	Gross Replacement Cost
Transport	\$105,618,397.00
Stormwater	\$11,517,680.00
Open Space	\$6,421,682.44
Buildings & Land	\$28,478,471.94
Community Wastewater Community System	\$6,575,990.00
<b>TOTAL</b>	<b>\$158,612,221.38</b>

### 2.3.2 Asset Management Indicators

An asset management objective is to provide the services that the community needs at the optimum lifecycle cost in a financially sustainable manner. Figure 2 shows the projected operation, maintenance, new, renewal expenditure balanced with financial outlays in the 10 year long-term financial plan. Also figure 3 shows the projected total expenditure – Life of Plan 10 Years.



**Figure 2: Projected Maintenance, Operations and Capital Expenditure**



**Figure 3: Projected Total Expenditures - Life of Plan, 10 Years**

The purpose of this strategic asset management plan is to develop the strategies to achieve the asset management objectives through balancing of asset service performance, cost and risk.

### 2.3.3 Opportunities and Risks

We have identified opportunities relevant to the services included in this strategic asset management plan including:

- Strategic Overview & Management of Infrastructure Assets
- Service Standards and Levels

Relevant risks to the strategic asset management plan in the future are:

- Decline in Service Levels
- Decline Operational Service Standards
- Influx of Gifted Assets

Infrastructure risk management plans for these and other relevant risks are summarised with risk management activities and resource requirements incorporated in the relevant asset management plans.

## 2.4 Where do we want to be?

### 2.4.1 Community Expectations

We have identified community expectations for service levels to be generally consistent with current levels of service. We engage with the community through community engagement processes to ensure that informed decisions are made on future levels of service and costs and that service and risk consequences are known and accepted by stakeholders.

### 2.4.2 Organisational Objectives

The organisation objectives are developed in the Strategic Plan 2020-2024 under Vision, shown below.

#### Vision

**Productive:** A leading supplier of primary produce to local, national and international markets. Proximity to markets and natural growing conditions provide competitive advantages for primary producers on the Adelaide Plains that has seen our economy emerge as a key contributor to the region's prosperity.

- **Diverse:** A more diverse community with access to a greater mix of local opportunities. Increased employment, services and education attracts and retains a diverse community that chooses to live, learn and work in the region.
- **Location:** A lifestyle location connected to the Barossa, Coast and Adelaide. Adelaide Plains is a quiet community that offers residents time and space with convenient access to the benefits of Greater Adelaide, the coast and the Barossa region.
- **Welcoming:** A proud, spirited and generous community. This is a place that everyone belongs, where community connection and care is strong and someone is always available to help when a neighbour is in need.
- **Ambition:** Advancing infrastructure and technology to foster a competitive local economy. Modern practice, research and innovation, and efficient access to export centres and local markets builds an economic environment and reputation that rivals the State's major primary productions regions. With employment opportunities diversifying and new housing products in abundance, Adelaide Plains will become the place of choice for the Northern Adelaide Plains.
- **Leadership:** A decisive and proactive Council. Our Elected Members share a vision of prosperity founded on courage, robust deliberation, transparency and forward thinking and investing.
- **Attractive:** A Place of choice for businesses, residents and visitors. Our townships are inviting, well cared for, filled with character and provide a range of services, facilities and accommodation that caters for all people and our landscapes, events and infrastructure provide memorable experiences.

## **Strategies**

### **ENVIABLE LIFESTYLE**

#### *Strategic Response*

Arrest the departure of younger population through affordable housing, access to diverse employment opportunities, regional university pathways and retail/recreation. Support retention of older community members through compact living with ease of access to improved retail and services in townships. Add to the vibrancy of towns through events, volunteering opportunities and community initiative funds or service support.

#### **Strategies**

1. Manage growth to sustain and activate our townships;
2. Provide, support and acquire facilities, assets, services and programs that build community capacity, health and connection; and
3. Advocate for increased health, education, aged care and youth services, welfare and emergency facilities and services.

### **EMERGING LANDSCAPES**

#### *Strategic Response*

Facilitate growth of the business sector through strategic advocacy, partnerships and service improvements that generate local procurement and employment opportunities, provide certainty for investment and enhance the appeal and visitor experience delivered by Council's key tourism strengths and opportunities.

#### **Strategies**

1. Support the growth of primary industries and the introduction of value-add employment generators;
2. Facilitate greater access to local opportunities from public and private investment; and
3. Reinforce Adelaide Plains Council as a place of choice for business, residents and visitors.

### **REMARKABLE LANDSCAPES**

#### *Strategic Response*

Advocate for Government investment in the Gawler River Catchment, liaise with and support agencies responsible for adverse event mitigation and response, maintain a mix of waste management services and increase community education and lever volunteering opportunities and multiple State agency agendas to target the enhancement of coastal visitor experiences.

#### **Strategies**

1. Protect and enhance our coastal and riverine landscapes, native vegetation and heritage;
2. Mitigate the impacts of adverse natural events on the community;
3. Improve resource recovery and carbon and waste management.

## PROACTIVE LEADERSHIP

### *Strategic Response*

Proactive engagement in new and existing regional partnerships, pursuit of funding and exploration of new revenue opportunities will create value for the region and rate payers. Early engagement in reform will support opportunities for continuous improvement. Setting a strategic financial agenda with regard to sustainability ratios will open up investment opportunities for the delivery of Council's strategic plan, and a continued emphasis on engagement and consultation will raise awareness, understanding and participation by an increasingly active community regarding Council's intent and progress.

### Strategies

1. Actively seek funding and partnerships to deliver Council initiatives;
2. Actively engage with and inform our communities;
3. Strategic and sustainable financial management; and
4. Proactively engage in Local Government Reform and continuous improvement.

## 2.5 Asset Management Vision

To ensure the long-term financial sustainability of the organisation, it is essential to balance the community's expectations for services with their ability to pay for the infrastructure assets used to provide the services. Maintenance of service levels for infrastructure services requires appropriate investment over the whole of the asset life cycle. To assist in achieving this balance, we aspire to:

Develop and maintain asset management governance, skills, process, systems and data in order to provide the level of service the community need at present and in the future, in the most cost-effective and fit for purpose manner.

In line with the vision, the objectives of the strategic asset management plan are to:

- ensure that our infrastructure services are provided in an economically optimal way, with the appropriate level of service to residents, visitors and the environment determined by reference to our financial sustainability;
- safeguard our assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets;
- adopt the long term financial plan as the basis for all service and budget funding decisions;
- meet legislative requirements for all our operations;
- ensure resources and operational capabilities are identified and responsibility for asset management is allocated;
- ensure operational and service delivery risks are adequately managed;
- continually improve our asset, risk and financial management and service delivery performance;
- provide high level oversight of financial and asset management responsibilities through Audit Committee reporting to Council on development and implementation of the Strategic Asset Management Plan, Asset Management Plans and Long Term Financial Plan.

## 2.6. How will we get there?

The strategic asset management plan proposes strategies to enable the organisational objectives and asset management policies to be achieved.

**Table 2.6: Asset Management Strategies**

No	Strategy	Desired Outcome
1	Incorporate Year 1 of long term financial plan revenue and expenditure projections into annual budgets.	Long term financial planning drives budget deliberations and the long term implications of all services are considered in annual budget deliberations.
2	Report our financial position at fair value in accordance with Australian Accounting Standards, financial sustainability and performance against organisational objectives in Annual Reports.	Financial sustainability information is available for Council and the community.
3	Develop and maintain a long term financial plan covering 10 years incorporating asset management plan expenditure projections with a sustainable funding position outcome.	Sustainable funding model to provide our services.
4	Develop and annually review asset management plans and strategic asset management plan covering at least 10 years for all major asset classes.	Identification of level of services needed by the community and required funding to optimise 'whole of life' costs.
5	Review and update asset management plans, strategic asset management plan and long term financial plans after adoption of annual budgets. Communicate any consequence of funding decisions on service levels and service risks.	We and the community are aware of changes to service levels and costs arising from budget decisions.
6	Develop and maintain a risk register of operational and service delivery risks showing current risk levels, risk management treatments and report regularly to Council on current high level risks.	Risk management of operational and service delivery risks is an integral part of governance.
7	Ensure Council decisions are made from accurate and current information in asset registers, on service level performance and costs and 'whole of life' costs.	Improved decision making and greater value for money.
8	Report on our resources and operational capability to deliver the services needed by the community in the annual report.	Services delivery is matched to available resources and operational capabilities.
9	Ensure responsibilities for asset management are identified and incorporated into staff position descriptions.	Responsibility for asset management is defined.
10	Implement an improvement plan to realise 'core' maturity for the financial and asset management competencies within 2 years.	Improved financial and asset management capacity within the organisation.



## **2.7 Asset Management Improvement Plan**

The tasks required achieving a 'core' financial and asset management maturity are shown in priority order in the asset management improvement plan in Section 4.1.

## **2.8 Consequences if actions are not completed**

There are consequences for the Council if the improvement actions are not completed. These include:

- Inability to achieve strategic and organisational objectives;
- Inability to achieve financial sustainability for the organisation's operations;
- Current risks to infrastructure service delivery are likely to eventuate and response actions may not be appropriately managed;
- We may not be able to accommodate and/or manage changes in demand for infrastructure services.

### **3. OPERATIONS AND MAINTENANCE**

#### **3.1 Routine Operation and Maintenance Plan**

Operation include regular activities to provide services such as public health, safety and amenity, i.e. cleaning, utility services, street sweeping, grass mowing and street lighting.

Routine maintenance is the regular on-going work that is necessary to keep assets operating, including instances where portions of the asset fail and need immediate repair to make the asset operational again.

##### **3.1.1 Operation and Maintenance Plan**

Operation activities affect service levels including quality and function, such as cleanliness, appearance, etc., through street sweeping and grass mowing frequency, intensity and spacing of street lights and cleaning frequency and opening hours of building and other facilities.

Maintenance includes all actions necessary for retaining an asset as near as practicable to an appropriate service condition including regular ongoing day-to-day work necessary to keep assets operating, e.g. road patching but excluding rehabilitation or renewal.

Maintenance expenditure levels are considered to be adequate to meet projected service levels. Where maintenance expenditure levels are such that will result in a lesser level of service, the service consequences and service risks have been identified and service consequences highlighted in the respective AM Plan and service risks considered in the Infrastructure Risk Management Plan.

##### **3.1.2 Operation and Maintenance Strategies**

We will operate and maintain assets to provide the defined level of service to approved budgets in the most cost-efficient manner. The operation and maintenance activities include:

- Scheduling operations activities to deliver the defined level of service in the most efficient manner;
- Undertaking maintenance activities through a planned maintenance system to reduce maintenance costs and improve maintenance outcomes. Undertake cost-benefit analysis to determine the most cost-effective split between planned and unplanned maintenance activities (50-70% planned desirable as measured by cost);
- Maintain a current infrastructure risk register for assets and present service risks associated with providing services from infrastructure assets and reporting Very High and High risks and residual risks after treatment to management and Council;
- Review current and required skills base and implement workforce training and development to meet required operation and maintenance needs;
- Review asset utilisation to identify underutilised assets and appropriate remedies, and over utilised assets and customer demand management options;
- Maintain a current hierarchy of critical assets and required operation and maintenance activities;
- Develop and regularly review appropriate emergency response capability;
- Review management of operation and maintenance activities to ensure we are obtaining best value for resources used.

## 4. PLAN IMPROVEMENT AND MONITORING

### 4.1 Improvement Plan

The asset management improvement tasks identified from an asset management maturity assessment and preparation of this strategic asset management plan are shown in Table 4.1.

**Table 4.1: Improvement Plans**

#### Transport

Task	Tasks	Responsibility	Timeline
1	Annually review 10 year capital works program, renewals and new	Council Administration	October/November each year
2	Review service levels	Council Administration	As required
3	Long Term Financial Plan and Asset Management Plan align	Council Administration	As required
4	Level 2 Bridge Assessment	Council Administration	2020/21FY 2021/22FY
5	Develop footpath/pram ramps strategic plan	Council Administration	2021/22FY 2022/23FY
6	Review & Document Asset Management Plan Risks	Council Administration	Ongoing

#### Stormwater

Task	Task	Responsibility	Timeline
1	Annually review 10 year capital works program, renewals and new	Council Administration	October/November each year
2	Continue the development of stormwater implementation plans for each town as a follow-on from the stormwater management plans	Council Administration	As per revaluation requirements
3	Review service levels	Council Administration	As required
4	Long Term Financial Plan and Asset Management Plan align	Council Administration	As required
5	Review & Document Asset Management Plan Risks	Council Administration	Ongoing

#### Open Space

Task	Task	Responsibility	Timeline
1	Annually review 10 year capital works program, renewals and new	Council Administration	October/November each year
2	Continue the development of open space implementation plans	Council Administration	As per asset condition assessment
3	Review service levels	Council Administration	As required

4	Long Term Financial Plan and Asset Management Plan align	Council Administration	As required
5	Develop Open Space & Recreation Strategy	Council Administration	FY2022/23
6	Review & Document Asset Management Plan Risks	Council Administration	Ongoing

#### Community Wastewater Management System (CWMS)

Task	Task	Responsibility	Timeline
1	Annually review 10 year capital works program, renewals and new	Council Administration	October/November each year
2	Continue CWMS scheduled and programmed maintenance requirements	Council Administration/ CWMS Officer	Ongoing
3	Review service levels	Council Administration	As required
4	Long Term Financial Plan and Asset Management Plan align	Council Administration	As required
5	Review & Document Asset Management Plan Risks	Council Administration	Ongoing

#### Buildings & Land

Task	Task	Responsibility	Timeline
1	Annually review 10 year capital works program, renewals and new	Council Administration	October/November each year
2	Continue the development of buildings implementation plans	Council Administration/ Buildings Officer	As per asset condition assessment
3	Review service levels	Council Administration	As required
4	Review parcels of land for need and requirement	Council Administration	As required
5	Long Term Financial Plan and Asset Management Plan align	Council Administration	As required
6	Review & Document Asset Management Plan Risks	Council Administration	Ongoing

## 5. REFERENCES

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Strategic Plan 2020-2024

Asset Management Policy

Annual Plan and Budget

Long Term Financial Plan

Asset Management Plans

- Transport
- Open Space
- Buildings and Land
- Stormwater
- Community Wastewater System (CWMS)



# ASSET MANAGEMENT PLAN

## Transport

<b>Document Control</b>	<b>Asset Management Plan</b>
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Document ID :

<b>Rev No</b>	<b>Date</b>	<b>Revision Details</b>	<b>Author</b>	<b>Reviewer</b>	<b>Approver</b>
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## 1.0 Introduction

### 1.1 Background

The Adelaide Plains Council has worked on the development of this Asset Plan based on the asset register as at June 2020.

The transport network comprises:

- Sealed Roads
- Unsealed Roads
- Kerbs and Watertables
- Pram Ramps
- Footpaths
- Bridges
- Car Parks
- Traffic Control

The infrastructure assets included in this plan have a total replacement value of \$105,618,397 at 2020 valuation.

This plan outlines the requirements for the Council to continue to plan and deliver on the demands to maintain its road infrastructure to prescribed service levels and the expenditure demand and proposed budget is presented below.

The renewal expenditure presented has been established through on-site inspections to verify asset information, delivering a significant 4 year rolling works program with targeted expenditure provided over a 10 year period.

Some adjustments to the works program generated from the asset register have been made to even out the annual expenditure requirements by deferring or bringing forward certain road segments for treatment to assist works expediency.

Council plans to provide transport asset services for the following:

Operation, maintenance and renewal of sealed roads, unsealed roads, kerbs and watertables, footpaths, bridges and pram ramps, car parks and traffic controls to meet service levels set by Council in annual budgets.

Council is committed to maintaining and renewing the existing transport assets to required service level standards. Additionally, Council will continue planning to upgrade transport assets, however commitment to internal funding and external funding is yet to be determined and accordingly is not included in the expenditure profile and will form part of the annual budgeting process.

Adelaide Plains Council own and manage an extensive rural sheeted road network and a smaller rural sealed network throughout the council area. Council also own and manage a township road network across numerous towns with mainly sealed and some sheeted road surfaces.

Council's rural and township unsealed road surfaces Categories 1, 2, 3-A, 3-B and 3-C sheeted surfaces are treated as capital expenditure. Category 4-A formed natural roads are funded entirely under maintenance.

Asset groups included within the transport infrastructure group include sealed road, unsealed roads, kerbing, channel & spoon drains, footpaths, pram ramps, bridges, car parks and traffic control.

This Asset Management Plan communicates the requirements for the sustainable delivery of services through management of assets, compliance with regulatory requirements, and required funding to provide the appropriate levels of service over the planning period.

The Asset Management Plan is to be read with Asset Management Policy and Asset Management Strategy, where developed, along with other key planning documents:

- Strategic Plan
- Annual Business Plan
- Long Term Financial Plan

The Adelaide Plains Council contains approximately 142km of rural sealed roads, 39km of township sealed roads, 541km of sheeted roads and 235km natural formed roads. Also within the IAMP, four Bridges, 19.2km of footpaths, 184 Pram Ramps and 63.7km of kerb, channel and spoon drains. Only sealed and sheeted roads are treated as capital expenditure, natural formed roads are funded under maintenance.

This Transport Infrastructure Asset Management Plan provides for Councils road network and has been developed using an asset register which was digitised using historical plans and field collection during 2020. The register was valued as at 30 June 2020 and has been updated with 2021/2022 capital works to the value of \$2,357,850.

Asset	Quantity	Renewal Value	Total Value
Sealed Roads	181,728 Length (m) 1,407,552 m2	\$71,466,451	\$71,466,451
Sheeted Roads	541,218 Length (m) 3,839,977 m2	\$18,489,371	\$18,489,371
Bridges	4 No.	\$4,935,627	\$4,935,627
Sealed Footpaths Block Paving, Concrete, Hotmix, Spray Seal	19,186 Length (m)	\$3,182,193	\$3,182,193
Unsealed Footpaths Rubble Walkway/Shared Path	61 Length (m)		
Pram Ramps	184 No.	\$270,480	\$270,480
Kerb and Watertable	63,778 Length (m)	\$7,274,275	\$7,274,275
<b>Total</b>			<b>\$105,618,397</b>

Key stakeholders in the preparation and implementation of this AM Plan are shown in Table 1.1.1

**Table 1.1.1: Key Stakeholders in the AM Plan**

Key Stakeholder	Role in Asset Management Plan
Residents and Ratepayers	<ul style="list-style-type: none"> <li>▪ Ultimate beneficiaries of the AMP process</li> <li>▪ Feedback collected throughout the year</li> <li>▪ Annual satisfaction survey undertaken</li> </ul>
Insurers	<ul style="list-style-type: none"> <li>▪ Local Government Mutual Liability Scheme</li> </ul>
Lessees	<ul style="list-style-type: none"> <li>▪ Leases operating who provide feedback on services, and have a range of maintenance responsibilities.</li> </ul>

Key Stakeholder	Role in Asset Management Plan
State & Federal Government	<ul style="list-style-type: none"> <li>Responsible for awarding grants to Council</li> </ul>
Department for Infrastructure and Transport (DiT)	<ul style="list-style-type: none"> <li>Liaison with DiT, discuss future Works Programs</li> </ul>
Visitor / Tourists	<ul style="list-style-type: none"> <li>Regular satisfaction surveys undertaken, and feedback collected</li> </ul>
Council	<ul style="list-style-type: none"> <li>To act as custodians of community assets</li> <li>To set Asset Management Policy and vision</li> <li>Allocate resources to meet Council objectives in providing services while managing risks</li> </ul>
Executive Management Team	<ul style="list-style-type: none"> <li>Responsible for the development, management and review of an Asset Management Strategy, associated plans, practices and reporting on the status and effectiveness of Council's asset management</li> <li>To monitor and review the performance of employees in achieving the asset management strategy, plans and practices</li> <li>To ensure sufficient resources are applied to manage the assets to legislative requirements; and</li> <li>Accountable for the management of assets within their areas of responsibility</li> </ul>
Asset Manager and Staff	<ul style="list-style-type: none"> <li>To lead the development of the Asset Management Plans</li> <li>To develop and implement maintenance, renewal and capital works programs in accordance with the Asset Management Policy, Strategy, Plans, as well as budget allocations</li> <li>Develop Specific Management Plans (upgrade, renewal, maintenance, operations, disposal)</li> <li>To deliver levels of service to agreed risk and cost standards and expectations</li> <li>To report asset related risk and damage</li> <li>To establish and monitor asset compliance and risk inspection regimes</li> <li>To manage asset condition assessments</li> <li>To provide technical expertise to the Executive Management Team</li> </ul>

## 1.2 Goals and Objectives of Asset Ownership

Our goal for managing infrastructure assets is to meet the defined level of service (as amended from time to time) in the most cost effective manner for present and future consumers. The key elements of infrastructure asset management are:

- Providing a defined level of service and monitoring performance,
- Managing the impact of growth through demand management and infrastructure investment,
- Taking a lifecycle approach to developing cost-effective management strategies for the long-term that meet the defined level of service,

- Identifying, assessing and appropriately controlling risks, and
- Linking to a Long-Term Financial Plan which identifies required, affordable forecast costs and how it will be allocated.

Key elements of the planning framework are:

- Levels of service – specifies the services and levels of service to be provided,
- Risk Management,
- Future demand – how this will impact on future service delivery and how this is to be met,
- Lifecycle management – how to manage its existing and future assets to provide defined levels of service,
- Financial summary – what funds are required to provide the defined services,
- Asset management practices – how we manage provision of the services,
- Monitoring – how the plan will be monitored to ensure objectives are met,
- Asset management improvement plan – how we increase asset management maturity.

Other references to the benefits, fundamentals principles and objectives of asset management are:

- International Infrastructure Management Manual 2015 <sup>1</sup>
- ISO 55000<sup>2</sup>

A road map for preparing an AM Plan is shown below.

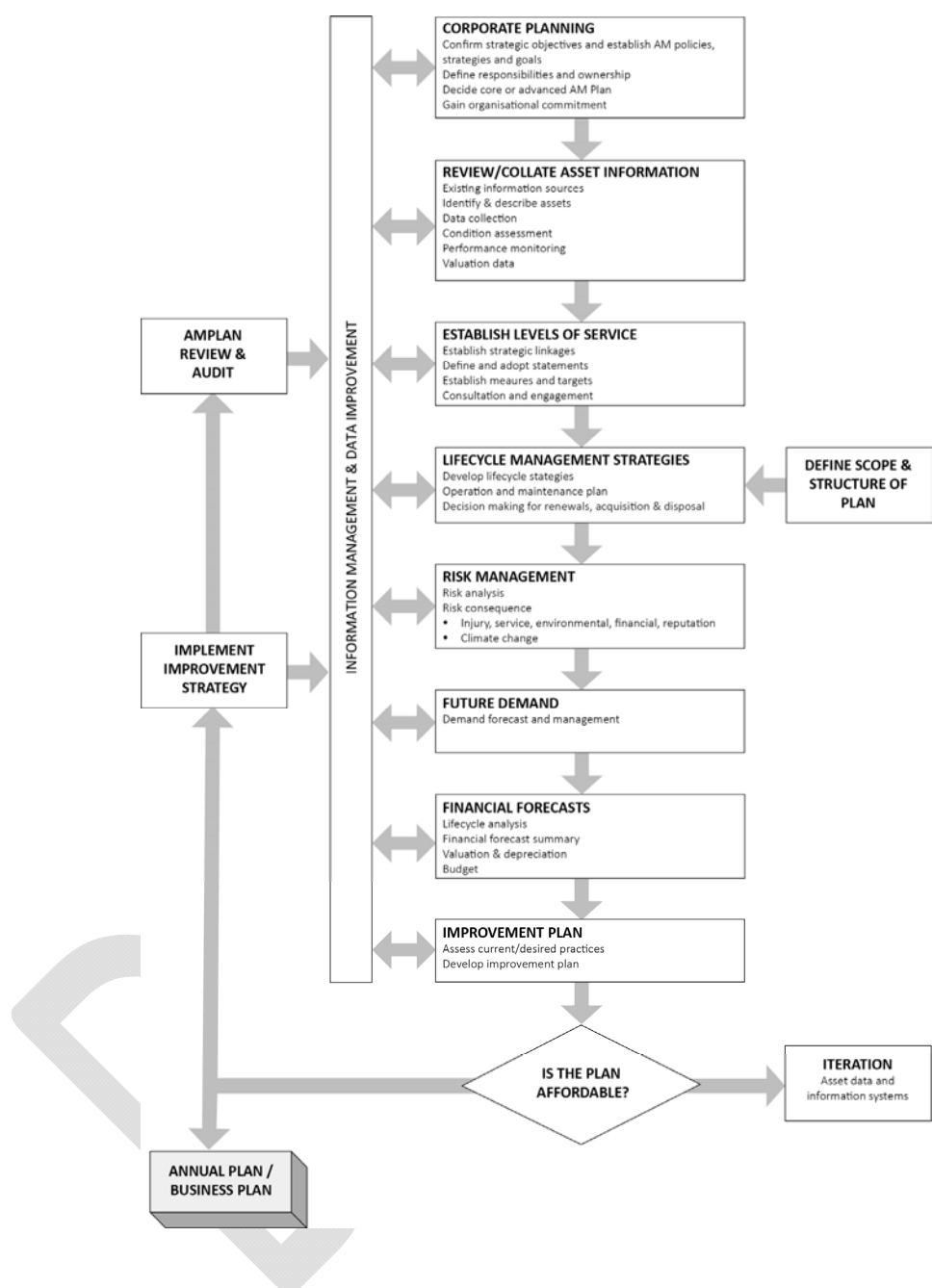
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<sup>1</sup> Based on IPWEA 2015 IIMM, Sec 2.1.3, p 2 | 13

<sup>2</sup> ISO 55000 Overview, principles and terminology

## Road Map for preparing an Asset Management Plan

Source: IPWEA, 2006, IIMM, Fig 1.5.1, p 1.11



## 2.0 LEVELS OF SERVICE

### Current and Desired Levels of Service

Levels of Service define the asset performance targets, in relation to reliability, quantity, quality, responsiveness, safety, capacity, environmental impacts, comfort, cost/affordability and legislative compliance. One of the key objectives in developing IAMP has been to match the level of service provided by Adelaide Plains Council to the expectations of the users (i.e. the community) within available resources.

This requires a clear understanding of the user needs, expectations and preferences. To achieve and sustain acceptable standards of service for Council's asset network requires an annual commitment of funds. These funds provide for regular and responsive maintenance and for timely renewal or replacement of the asset. The provision of adequate financial resources ensures that the Infrastructure Assets network are appropriately managed and preserved. Funding below requirement impacts directly on community development and if prolonged will result in the need for "catch up" expenditure imposed on ratepayers in the future. Additionally, deferred renewal results in increased and escalating reactive maintenance as aged assets deteriorate at increasing rates. No authority can deliver everything all the time. In fact, in line with good practice and affordable service delivery, it may not be practical or cost effective to deliver the same level of service across the entire asset portfolio.

Some of Councils IAMP provides different maintenance interventions, inspection frequencies and response times for each asset classification. In accordance with the International Infrastructure Management Manual, Council acknowledges that the primary purpose of an asset hierarchy is to ensure that appropriate management, engineering standards and planning practices are applied to the asset based on its function. It also enables more efficient use of limited resources by allocating funding to those assets that are in greater need and the costs are better justified. The community generally expect that Council will provide an effective method for its asset management which meets the required Australian and State legislative regulations.

Council has defined service levels in two terms and provides the level of key performance measure, level of service objective, performance measure process, current level of service and desired level of service.

### Community Levels of Service

Community Levels of Service relate to the service outcomes that the community wants in terms of reliability, responsiveness, amenity, safety and cost.

Community levels of service measures used in the asset management plan are:

- Quality: How good is the service?
- Function: Does the service meet users' needs?
- Responsiveness: How quickly are problems attended to and resolved?
- Capacity/Utilisation: Is the service over or under used?
- Safety: Does the service achieve appropriate levels of public and environmental safety?

**Table 2.1.1 Community Levels of Service**

Key Performance Measure	Level of Service Objective	Performance Measure Process	Current Level of Service	Desired Level of Service
<b>CUSTOMER (COMMUNITY) LEVEL OF SERVICE</b>				
<b>Quality</b>	All weather access for all sealed and gravel resheeted roads	Council maintains a conditions-based road register and rolling 4 year renewal plan to manage reseals and resheeting	Plan and budgets match to deliver required levels of service	Plan and budgets match to deliver required levels of service
	Footpaths provide safe access for higher pedestrian areas	Number customer complaints	Establish annual reporting and number of complaint's trending down	Establish annual reporting and number of complaint's trending down
	Smooth and safe transition from road across the bridge structure	Develop a plan and budget allocation	Undertake when resheeting unsealed roads	Meet planned targets
	Roads will be progressively upgraded from unsealed to sealed where justified and in-line with Councils road matrix and budget.	Developed roads matrix	Need and budget allocation for approval	Meets targets – require budget allocation for approval
<b>Function/Capacity /Utilisation</b>	Roads suitable for road user needs	Road use are categorised based on utilisation and are fit for purpose	Road categories are defined and reviewed	Road categories are defined and reviewed
<b>Safety</b>	Provide safe and suitable roads free from hazards	Number of accidents reported and customer service requests	Reduce accidents and request caused by road conditions	Reduce accidents and request caused by road conditions



### Technical Levels of Service

Technical Levels of Service support the community service levels and are operational or technical measures of performance. These technical measures relate to the allocation of resources to service activities that the Council undertakes to best achieve the desired community outcomes

**Table 2.1.2 Technical Levels of Service**

Key Performance Measure	Level of Service Objective	Performance Measure Process	Current Level of Service	Desired Level of Service
<b>TECHNICAL LEVEL OF SERVICE</b>				
<b>Operations</b>	Efficiently utilise assets which will consume resources such as human resources, energy and materials	Resource/Expertise/Capacity System/Process	Tonkin Consulting – software conquest	Information is reliable for decision making i.e. roads based software
<b>Maintenance</b>	Retain assets in a suitable condition to meet it original service potential in line expected life	Routine Maintenance performed as set out in road categories  Perform reactive maintenance as required	Based on categories  Demand is met when required	Based on categories  Demand is met when required
<b>Renewal</b>	Replace existing assets with assets of equivalent capacity or performance capability	Asset Renewal is planned and occurs in line with established standards and timeframes	Annual works program is delivered	Annual works program is delivered
<b>New/Upgrade</b>	Upgrades are cost effective, meet end user's needs, are affordable and are in line with council policies and road matrix	Developed roads matrix. Roads will be progressively upgraded from unsealed to sealed where justified and in-line with councils road matrix and budget	Need and budget allocation for approval	Meets targets – require budget allocation for approval

**Table 2.1.3 Sheeted Road Design Elements**

Street Type	Unsealed Category 1 Collector Rd	Unsealed Category 2 Collector Rd	Unsealed Category 3-A Local Rd	Unsealed Category 3-B Local Rd	Unsealed Category 3-C Local Rd	Unsealed Category 4-A Natural Formed Rd
Road Width	9m	8m	7m	6m	6m	Variable
Road Usage	High Use	Medium to High Use	Medium Use	Medium to Low Use	Low Use	Very Low Use
Sheeting Thickness (Compacted)	150mm	100mm	100mm	100mm	100mm	NA
Cross fall	6%	6%	6%	6%	6%	Minimum
Material	40mm crushed rock	40mm crushed rock	40mm crushed rock	40mm crushed rock	40mm crushed rock	NA
Maintenance Patrol Grading	Graded when required. Minimum of 3 grades per year	Graded when required. Minimum of 3 grades per year	Graded when required. Minimum of 2 grades per year	Graded when required. Minimum of 2 grades per year	Graded when required. Minimum of 2 grades per year	0 or 1 grade per year
Patching	Patching when required to maintain safety	Patching when required to maintain safety	Patching when required to maintain safety	Patching when required to maintain safety	Patching when required to maintain safety	Regulatory and warning signs replaced as required
Stormwater	Side drains and culverts cleaned as required	Side drains and culverts cleaned as required	Side drains and culverts cleaned as required	Side drains and culverts cleaned as required	Side drains and culverts cleaned as required	Side drains and culverts cleaned as required
Signage	Regulatory and warning signs replaced as required	Regulatory and warning signs replaced as required	Regulatory and warning signs replaced as required	Regulatory and warning signs replaced as required	Regulatory and warning signs replaced as required	Regulatory and warning signs replaced as required

**Table 2.1.4 Sealed Road Residential & Rural Road Design Elements**

Street Type	Access Road (Residential)	Local Road (Residential)	Collector Road (Residential)	Rural Road
Reference Document	Drawing No. 18-1983-001 June 2019 DWG No. D1	Drawing No. 18-1983-002 June 2019 DWG No. D2	Drawing No. 18-1983-003 June 2019 DWG No. D3	Drawing No. 18-1983-004 July 2021 DWG No. D0
Reserve Width	13.5m	15m	Min 20m	Min 20m
Road Clear Zone	1.5m	1.5m	1.5m	1.5m
Traffic Catchment (max)	10 lots	200 lots	N/A	N/A
Traffic volume	15-40 vpd	40-800 vpd	800 + vpd	500 + vpd
Design speed	30 km/h	50 km/h (max)	50 km/h (max)	100 km/h (max)
Carriageway Width (minimum) Lanes – moving Parking	6m  Two Lane 1	7.6m  Two Lane 2 or 1	11.0m-13.4m (with cycle lanes) Two Lane 2 (indented bays accepted)	9.2m (bitumen seal width 7.2m min)  Two Lane
Constructed footpaths (with a one side path – preference is to be located on low side and above common services trench)	One side – width 1.5m	One side - width 1.5m	Both sides – width 1.8m to 2.5m at bus stops, seating and sheltered areas to be provided.	NA
Cycle provision	On carriageway	On carriageway	Shared path on verge or cycle lane on carriageway.	NA
<b>Grade</b> Desirable	2.5%-3%	2.5%-3%	2.5%-3%	3%
Public Transport	NA	NA	Indented bus stops, seating and sheltered area.	NA
Individual Lot access	Yes	Yes	Yes	Yes
Sight distance (general) Reference Standards and Codes	As per AUSTROADS, AS2890, AS1428 Aust Model Code & Services in Streets Code	As per AUSTROADS, AS2890, AS1428 Aust Model Code & Services in Streets Code	As per AUSTROADS, AS2890, AS1428 Aust Model Code & Services in Streets Code	As per AUSTROADS, AS2890, AS1428 Aust Model Code & Services in Streets Code
Drainage	Underground drainage network where practical	Underground drainage network where practical	Underground drainage network where practical	Underground drainage network where practical

Potholes Maintenance	Pothole repair as required to maintain safety	Pothole repair as required to maintain safety	Pothole repair as required to maintain safety	Pothole repair as required to maintain safety
Heavy Patch Maintenance	Heavy patch as required to maintain safety	Heavy patch as required to maintain safety	Heavy patch as required to maintain safety	Heavy patch as required to maintain safety
Linemarking Maintenance	Linemarking in accordance with Australian Standards	Linemarking in accordance with Australian Standards	Linemarking in accordance with Australian Standards	Linemarking in accordance with Australian Standards
Kerb & Watertables Maintenance	Kerb watertables cleaned twice per year minimum	Kerb watertables cleaned twice per year minimum	Kerb watertables cleaned twice per year minimum	Kerb watertables cleaned twice per year minimum
Kerb & Watertables Maintenance	Kerb watertables and kerbs repaired as required	Kerb watertables and kerbs repaired as required	Kerb watertables and kerbs repaired as required	Kerb watertables and kerbs repaired as required
Weed Spraying Maintenance	Weed spraying and slashing as required (property owners encouraged to maintain road verges adjacent to their properties). Any landscaping, paving or tree planting requires Council approval.	Weed spraying and slashing as required (property owners encouraged to maintain road verges adjacent to their properties). Any landscaping, paving or tree planting requires Council approval.	Weed spraying and slashing as required (property owners encouraged to maintain road verges adjacent to their properties). Any landscaping, paving or tree planting requires Council approval.	Weed spraying and slashing as required (property owners encouraged to maintain road verges adjacent to their properties). Any landscaping, paving or tree planting requires Council approval.
Regulatory	Regulatory, warning and advisory signs maintained to Australian Standards. Street name signage.	Regulatory, warning and advisory signs maintained to Australian Standards. Street name signage.	Regulatory, warning and advisory signs maintained to Australian Standards. Street name signage.	Regulatory, warning and advisory signs maintained to Australian Standards. Street name signage.

## Construction, Renewal and Maintenance Standards for Roads

### SEALED ROADS

This plan has been developed based on assumptions related to the construction and renewal standards set out in the following sections for the seal and unsealed road network. Council owns and maintains a sealed road network totalling approximately 181.7km in length, this made up of rural roads 142.4km and townships 39.3km.

The Sealed road network is classified as follows:

- High Use – Rural & Township
- Standard Use – Rural & Township
- Intersections – Rural & Township
- Land Divisions - Township
- On-Road Car Parks - Township

For sealed surfaces the type of seal, whether it be Hotmix or spray seal, the speed environment (high use, standard use, intersection, land division or on-road car parks), performance (standard or nonstandard) and underlying pavement (<300mm pre 2004 or >300mm post 2004) are the predominate factors affecting useful life. Performance (standard or non-standard) has been determined by two factors, the history of last date of sealing stored within Conquest and condition scores (including photographs) collected during field inspections. Standard surfaces are expected to have limited preparation work when resurfaced, while non-standard show higher levels of cracking and deformation requirements and other preparation works. The area of sealed road surface is determined from road segment lengths and measured seal width.

Rural spray seal surfaces have been further classified based on their construction date, namely pre 2004 and post 2004. The spray seal surfaces applied pre 2004 have proven to last longer than those applied post 2004 and as such the pre 2004 surfaces have a longer useful life.

Table 2.1.5 provides a breakdown of the various sealed surface types in the network.

**Table 2.1.5 Sealed Surfaces Network**

Surface Type	Length (m)	Surface Area (m <sup>2</sup> )	Approximate % of Sealed Road Network (Area)
<b>TOWNSHIP SEALED</b>			
Hotmix Bitumen (Standard Use)	1,758	14,662	1%
Hotmix Bitumen (Land Division)	9,010	69,736	5%
Hotmix Bitumen (Intersection)	29	286	<1%
Hotmix Bitumen (On-Road Car Park)	1,490	6,301	<1%
Spray Seal (High Use)	5,068	60,326	4%
Spray Seal (Standard Use)	21,510	171,392	12%
Spray Seal (Land Division)	430	3,869	<1%
<i>Sub Total</i>	<i>39,293</i>	<i>326,572</i>	<i>23%</i>
<b>RURAL SEALED</b>			
Hotmix Bitumen (Standard Use)	841	7,220	1%
Hotmix Bitumen (Intersection)	1,024	8,187	1%
Spray Seal (High Use pre 2004)	21,535	159,068	11%

Spray Seal (High Use post 2004)	79,335	613,843	44%
Spray Seal (Standard Use pre 2004)	10,544	75,128	5%
Spray Seal (Standard Use post 2004)	29,156	217,535	15%
<i>Sub Total</i>	<i>142,435</i>	<i>1,080,980</i>	<i>77%</i>
<b>TOTAL Sealed Surfaces</b>	<b>181,728</b>	<b>1,407,552</b>	<b>100%</b>

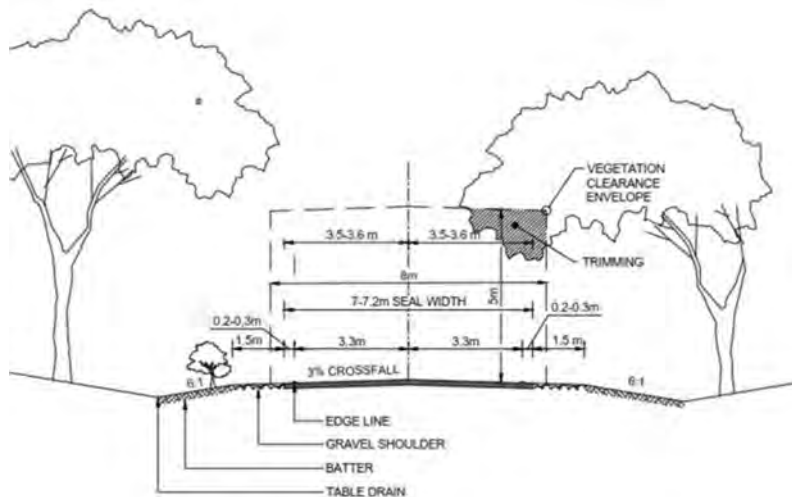
#### Township Sealed Roads - Service Level Standards

Construction Method	
Seal Width:	<p><b>Standard Access Road:</b> 6.0m width, however, dependant on location &amp; available road reserve width, consideration to incorporate on-street parking, lighting, nature strips/verges and footpaths. Consideration also given to incorporate bike lanes.</p> <p><b>Local Street:</b> 7.6m width, however, dependant on location &amp; available road reserve width, consideration to incorporate on-street parking, lighting, nature strips/verges and footpaths. Consideration also given to incorporate bike lanes.</p> <p><b>Standard Collector Road:</b> 11.0 – 13.4m width, however, dependant on location &amp; available road reserve width, consideration to incorporate on-street parking, lighting, nature strips/verges and footpaths. Consideration also given to incorporate bike lanes.</p>
Seal Types:	Spray seal 2 coat seal or hotmix bitumen seal.
Pavement Width:	Same as seal width.
Pavement Depth:	Details subject to geotechnical investigations report, traffic volumes and class.
Renewal Method	
Reseal:	<p>Single coat spray seal (spray seal 7 or 10mm) with an ongoing reseal plan of 2 coat/1 coat/2 coat. Two coat is 10/5 or 14/7mm aggregate size.</p> <p>Roads with high deformation and cracking have been identified as non-standard based on the condition assessment at inspection.</p>
Pavement:	Township roads, rework existing pavement, may need to import 150mm QG, moisture at OMC, compact and prime surface (AMCO) prior to placing bitumen. <u>Note:</u> Details subject to geotechnical investigations report, traffic volumes and class of vehicles.
Formation:	Details subject to geotechnical investigations report, traffic volumes and class of vehicles.
Seal Life:	20 to 25 years for the upper seal layer depending on usage and 60 to 75 years for the longer life seal layer.

Pavement Life:	60 to 80 years for the pavement depending on usage.
<b>Maintenance Method</b>	
Maintenance:	Preventative edge patching, pothole repairs, crack sealing and pavement repairs. Side drains cleaned and in good working order. Ensure that no surface water lays or ponds on the sealed surface.

#### Rural Sealed Roads - Service Level Standard

Figure 1 shows a typical construction cross section to illustrate standard for new construction. It is noted that this is not always achievable due to native vegetation clearance restrictions and undulating terrain.



**Figure 1 Rural Sealed Road Construction Cross Section**

<b>Construction Method</b>	
Seal Width:	9.2m Refer to Figure 1
Seal Types:	14 / 7 mm Double Bitumen Seal
Pavement Width:	10.2m Refer to Figure 1
Pavement Depth:	Details subject to geotechnical investigations report, traffic volumes and class.
<b>Renewal Method</b>	
Reseal:	Single coat spray seal (spray seal 7 or 10mm) with an ongoing reseal plan of 2 coat/1 coat/2 coat. Two coat 10/5 or 14/7mm aggregate size.  Roads with high deformation and cracking have been identified as non-standard based on the condition assessment at inspection.
Pavement:	Rework existing pavement if material is suitable, may need to import PM2/20 QG for sub base, base course 175mm PM1/20 QG, moisture at OMC, compact and prime surface (AMCO)

	prior to placing bitumen. <u>Note:</u> Details subject to geotechnical investigations report, traffic volumes and class of vehicles.
Formation:	Details subject to geotechnical investigations report, traffic volumes and class of vehicles.
Seal Life:	Varies on category
<b>Maintenance Method</b>	
Maintenance:	Road maintenance for seal roads is managed to maintain service levels within the network. Maintenance works are undertaken as per planned maintenance schedules and in reaction to justified public complaints and any defects identified by staff. Works consist of filling potholes, edge repairs, dig outs and crack sealing. A budget has been set based on historical spending and on the assumption the seal program will be funded to ensure roads do not deteriorate beyond a reasonable intervention level. Budgets will be set to maintain vegetation clearance envelope.

#### UNSEALED ROADS

Council owns and maintains an unsealed sheeted road network totalling approximately 541.2km in length, this made up of rural roads 530.1km and townships 11.1km. The unsealed road network has been segmented and digitised in the Council's GIS system. Unsealed Roads within the Adelaide Plains Council serve the community in a wide range of ways from farm gate access, single and multiple residential dwelling access to tourism and freight access and routes for transportation goods like grain, fruit, vegetables, stock and hay. They play a critical role in supporting the local economy and rural communities.

The development on the road categorises has been undertaken in an initial attempt to allow Council to apply different renewal and construction standards across the road network in an affordable way, rather than having one standard for all unsealed roads. Unsealed sheeted roads have been categorised as follows:

#### Sheeted Surface

The sheeted road network is classified according to its usage and are grouped as follows:

- Category 1
- Category 2
- Category 3-A
- Category 3-B
- Category 3-C
- Category 4-B

Surface Type	Length (m)
<b>Township Sheeted</b>	
Category 1	338
Category 3-A	6,712
Category 3-B	4,056
<i>Sub Total</i>	<i>11,106</i>
<b>Rural Sheeted</b>	
Category 1	105,497
Category 2	104,627
Category 3-A	59,197
Category 3-B	229,697



Category 3-C (Long Haul)	31,094
<i>Sub Total</i>	<i>530,112</i>
<b>TOTAL Sheeted Surfaces</b>	<b>541,218</b>

In addition to the above categories sheeted roads been further classified based on their distance from Councils quarry site located on Carslake Road. Roads were separated into two groups <15km and >=15km, the average distance from the first group was 9km and classified as Short Haul with the second group 19km and classified Long Haul. The haulage classification is reflected in the current replacement costs for sheeted surfaces, it does not have any impact on useful life. The useful life has been defined based on the response traffic loading for the defined road category. Table 2.1.6 provides a breakdown of the various categories in the network.

**Table 2.1.6 Sheeted Surfaces Network**

Surface Type	Length (m)	Surface Area (m2)	Approximate % of Sheeted Road Network (Area)
<b>TOWNSHIP SHEETED</b>			
Category 1 (Short Haul)	338	3,041	<1%
Category 3-A (Long Haul)	926	6,483	<1%
Category 3-A (Short Haul)	5,786	40,504	1%
Category 3-B (Long Haul)	2,377	14,261	<1%
Category 3-B (Short Haul)	1,679	10,075	<1%
<i>Sub Total</i>	<i>11,106</i>	<i>74,364</i>	<i>2%</i>
<b>RURAL SHEETED</b>			
Category 1 (Long Haul)	27,133	244,193	6%
Category 1 (Short Haul)	78,364	705,280	18%
Category 2 (Long Haul)	30,879	247,031	6%
Category 2 (Short Haul)	73,748	589,985	15%
Category 3-A (Long Haul)	28,389	198,726	5%
Category 3-A (Short Haul)	30,808	215,656	6%
Category 3-B (Long Haul)	78,607	471,640	12%
Category 3-B (Short Haul)	151,090	906,541	24%
Category 3-C (Long Haul)	11,308	67,847	2%
Category 3-C (Short Haul)	19,786	118,714	3%
<i>Sub Total</i>	<i>530,112</i>	<i>3,765,612</i>	<i>98%</i>
<b>TOTAL Sheeted Surfaces</b>	<b>541,218</b>	<b>3,839,977</b>	<b>100%</b>

#### Natural Formed Roads

Natural formed roads require no road base material to provide a surface. Hence there are no recurring capital works costs, there is however regular maintenance costs.

## Township & Rural Sheeted Roads - Service Level Standards

Construction Method	
Sheeted Width:	Category 1: 9m Category 2: 8m Category 3-A: 7m Category 3-B: 6m Category 3-C: 6m Category 4-B: Form existing natural surface
Sheeted Depth:	Category 1: 150 PM2/40QG Category 2: 100mm PM2/40QG Category 3-A: 100mm PM2/40QG Category 3-B: 100mm PM2/40QG Category 3-C: 100mm PM2/40QG Category 4-A: NA
Formation Width:	Varies to suit road reserve width
Renewal Method	
Resheet:	Supply, place and compact quarry gravel to restore the sheeted wearing surface including minor reshaping of existing formation and reinstatement of cut-out drains.
Formation:	6% cross fall
Maintenance, Patrol Grading:	<b>Category 1</b> Graded when required. Minimum of 3 grades per year. <b>Category 2</b> Graded when required. Minimum of 3 grades per year. <b>Category 3-A</b> Graded when required. Minimum of 2 grades per year. <b>Category 3-B</b> Graded when required. Minimum of 2 grades per year. <b>Category 3-C</b> Graded when required. Minimum of 2 grades per year. <b>Category 4-A</b> 0 or 1 grade per year
Heavy Patching – As Required	Category 1 Category 2
Potholing – As Required	Category 3-A Category 3-B
Regulatory and warning signs replaced – As Required	Category 3-C as required

## KERB AND WATERTABLE

Adelaide Plains Council is responsible for maintaining the kerb, channel and spoon drains on Council roads as well as Department for Infrastructure and Transport roads, this contains approximately 64km of kerb and watertable assets contained within the townships.

Kerb and Watertable Type	Length (m)	Approximate % of Network (length)
Kerb and Watertable	25,917	41%
Mountable Kerb and Watertable	32,382	51%
Barrier/Plinth Kerb	742	1%
Median Kerb	1,016	2%
Spoon Drain	3,722	6%
<b>TOTAL Kerb and Watertable</b>	<b>63,778</b>	<b>100%</b>

## BRIDGES

The condition data shown in Section 4.3 Asset Condition, Figure 6 Summary Bridges Condition Profile Condition 1-5 indicates the condition of the bridges. Council is currently undertaking a Level 2 Assessment of the bridges within the register.

Bridge – Location	Bridge No.	Replacement Value
Wasleys Bridge (State Heritage) Light River	BRG1	\$2,542,130
Old Port Wakefield Road Salt Creek	BRG2	\$451,023
Old Port Wakefield Road Gawler River	BRG3	\$1,153,184
Bakers Road Ford Gawler River	BRG4	\$789,290.30
<b>TOTAL Bridges</b>	<b>4</b>	<b>\$4,935,627.30</b>

### 3.0 FUTURE DEMAND

#### 3.1 Demand Forecasts

The demand on Council that would result in change to the way the road assets are maintained, renewed or upgraded in the future is more generally related to ongoing growing expectations from the community to have some roads changed to a higher category.

Factors affecting demand include changes in demographics, customer preferences & expectations and economic factors, etc. Demand factor trends and impacts on service delivery are summarised in Table 3.1.1.

**Table 3.1.1 Demand Factors, Projections and Impact on Services**

Demand Driver	Present Position	Projection	Impact of Services
Sealing some higher use unsealed roads and town roads	105km length, category 1 roads	Develop priority approach to seal high use roads in accordance with the Legatus 2030 Regional Transport Plan for regionally significant roads which attracts 50% funding.  Develop priority approach for any potential township seal upgrades where justified.	Potential increase in sealed network.
Consider the extent of all-weather rural roads	00km of rural formed graded roads that are not all weather.	Develop priority approach to provide all weather access roads.	Potential increase in the rural sheeted network.
Multiple all weather access roads to rural residential properties	Single all weather access to residential properties.	Increase in requests for providing alternative all weather access to some residential properties.	Potential increase in sheeted road network.

#### 3.2 Demand Impact and Demand Management Plan

Demand for new services will be managed through a combination of managing existing assets, upgrading of existing assets and providing new assets to meet demand and demand management. Council will determine the ability of the existing assets to manage increased usage for new and housing developments as well as demand for wider agricultural vehicular movements. Developers may be required to provide additional infrastructure for the existing network and upgrade where necessary to ensure adequate transportation. Further opportunities will be developed in future revisions of this asset management plan. Opportunities identified to date for demand management are shown in Table 3.1.2.

**Table 3.1.2 Demand Management Plan**

<b>Service Activity</b>	<b>Demand Management Plan</b>
Change in services	Further analysis of providing the service at current and target service levels.
	Managing existing assets through planned maintenance, renewal and upgrade.
	Providing new assets to meet demand.
	Communicate service levels to the community measured against current funding capacity.
	Disposal of assets determined surplus to requirements.
	Council growth to meet existing and new legislative demands.
Rural and township sealed roads	Review higher use roads and town unsealed roads. Establish traffic counts and establish criteria for assessing the merit of sealing any more unsealed roads. Review Roads Matrix

## 4.0 LIFECYCLE MANAGEMENT PLAN

The lifecycle management plan details how the Council plans to manage and operate the assets at the agreed levels of service (Refer to Section 2) while managing life cycle costs.

### 4.1 Background Data

Adelaide Plains Council Transport assets are in both rural areas and townships within the Council and the assets covered by this asset management plan. The transport assets consumption is measured by condition at time of inspection. The condition at time of inspection is used to calculate the estimated condition at time of valuation for each asset.

The renewal of surface assets is determined through use of a modelling program called the Road Surface Manager (RSM). The renewal of surface assets is determined by age, condition rating, visual inspections, risks and ongoing maintenance. The treatment selected for a road surface is determined by the condition at inspection, the treatments include preventative resealing (sealed roads) and resheeting (unsealed sheeted roads), if roads fall into poor condition then rehabilitation is considered and then reconstruction, the cost of the treatments increases as it they include pavement (sealed roads) or lower base (unsealed sheeted roads) works.

### 4.2 Asset Capacity and Performance

Council's services are generally provided to meet design standards where these are available. Locations where deficiencies in service performance are known are detailed in Table 4.2.1

**Table 4.2.1: Known Service Performance Deficiencies**

Assets	Service Deficiency
All Weather Access	Farming community unable to access paddocks during period of wet weather.
Rural Freight Routes	Known rural freight routes which are unsealed roads and do not perform well under heavy freight traffic.
Rural Road Drainage	Insufficient or in effective cut out and cut off drainage in certain locations in the network.
Change in Services	Further analysis of providing the service at current and target service levels.
Rural and Town Sealed Roads	Review higher use roads and town unsealed roads. Establish traffic counts and establish criteria for assessing the merit of sealing any more unsealed roads. Review of Roads Matrix
Bridges	Level 2 assessments and ongoing inspections.

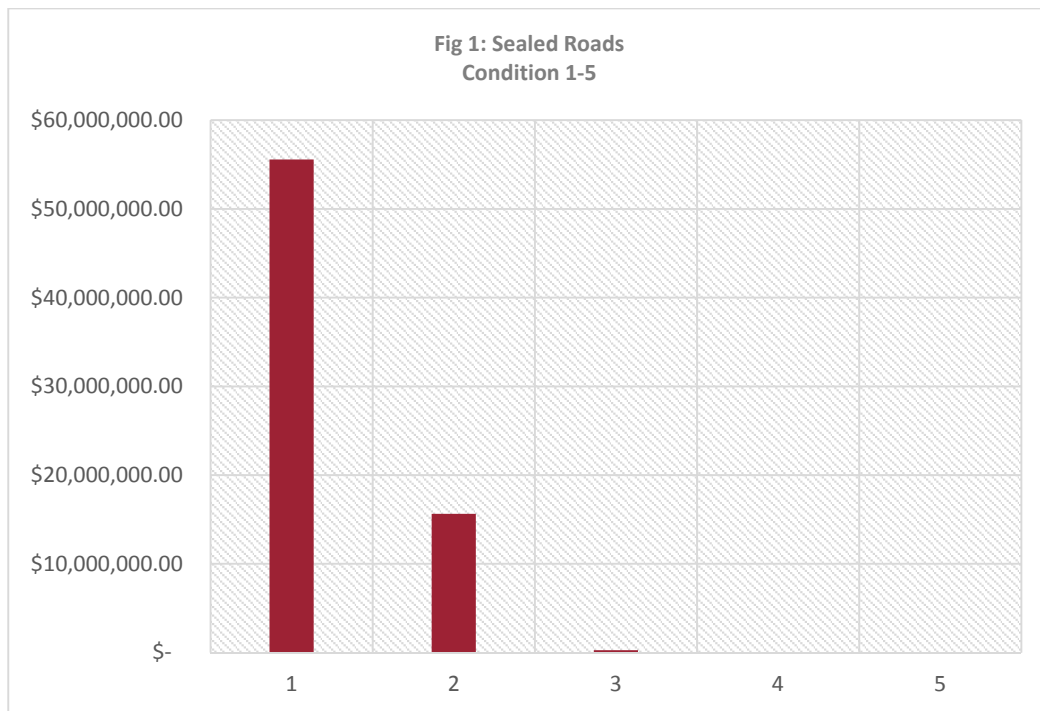
The above service deficiencies were identified and are being considered and prioritised. Refer to above Demand Management Plan.

### 4.3 Asset Condition

Condition is currently monitored via field collection of roads, bridges, footpaths, pram ramps, kerbs and watertables at the time of asset revaluation.

Condition is measured using a 1 – 5 grading system<sup>3</sup> as detailed in Table 4.3.1. It is important that a consistent approach is used in reporting asset performance enabling effective decision support. A finer grading system may be used at a more specific level, however, for reporting in the AM plan results are translated to a 1 – 5 grading scale for ease of communication. Illustration showing the overall asset condition Figure 7.

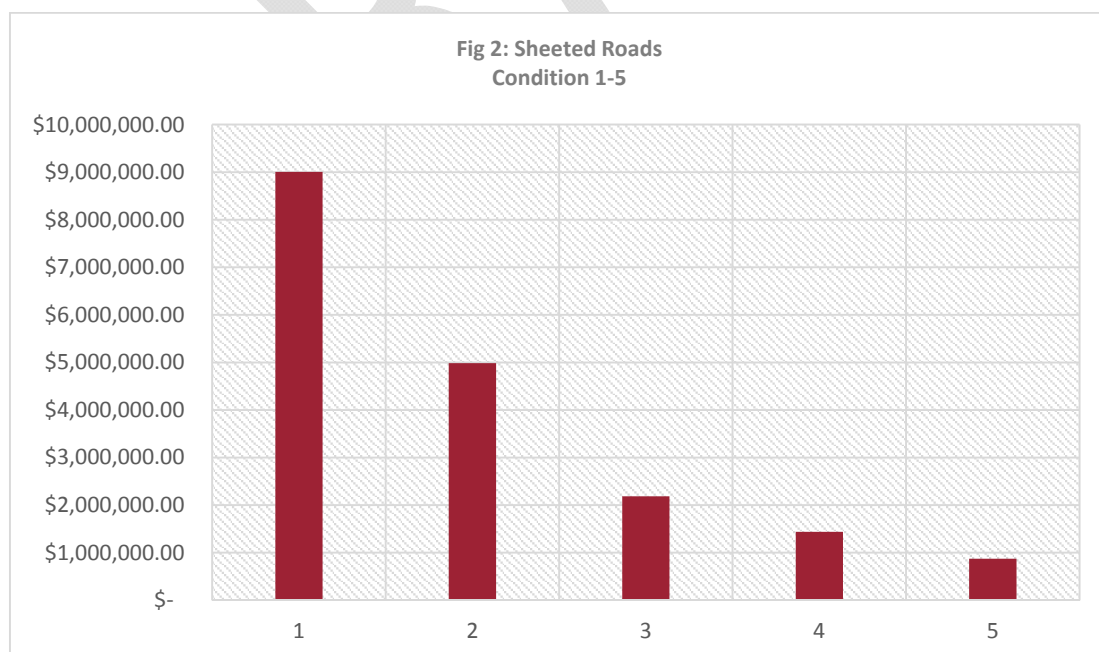
<sup>3</sup> IPWEA, 2015, IIMM, Sec 2.5.4, p 2 | 80.



**Figure 1 Summary of Sealed Roads Condition Profile 1-5**

As shown in Figure 1, approximately 99% of the rural and township road seal and pavement assets have a condition less than 2 with the remaining 1% at condition 3.

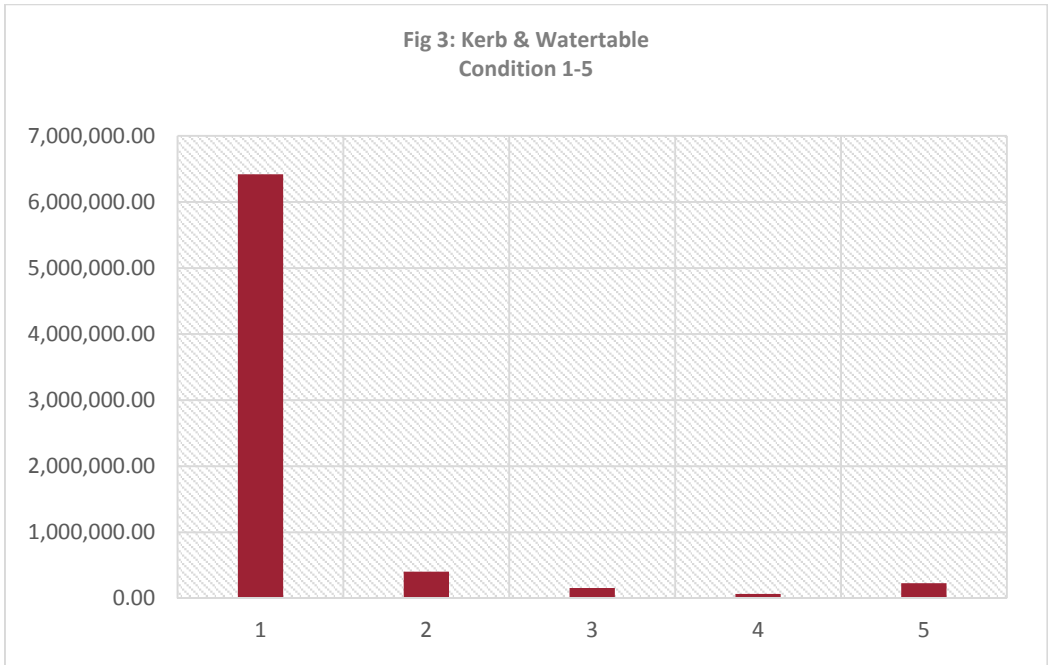
The sealed road network is being generally funded maintained through preventative treatments however, in some cases additional funds are required for the rehabilitation of pavement related defects identified in the conditions assessment. The plan is aimed to prevent pavement reconstruction through appropriate sealed road surface management.



**Figure 2 Summary Unsealed Sheeted Roads Condition Profile 1-5**

As shown in Figure 2, approximately 75.6% of the rural and township road unsealed sheeted assets have a condition less than 2 with 11.8% at condition 3 the remaining 12.6% at condition 4 & 5.

Unsealed sheeted road network is being generally maintained through preventive treatments. The plan aims to prevent lower base reconstruction through appropriate sheeted road surface management.

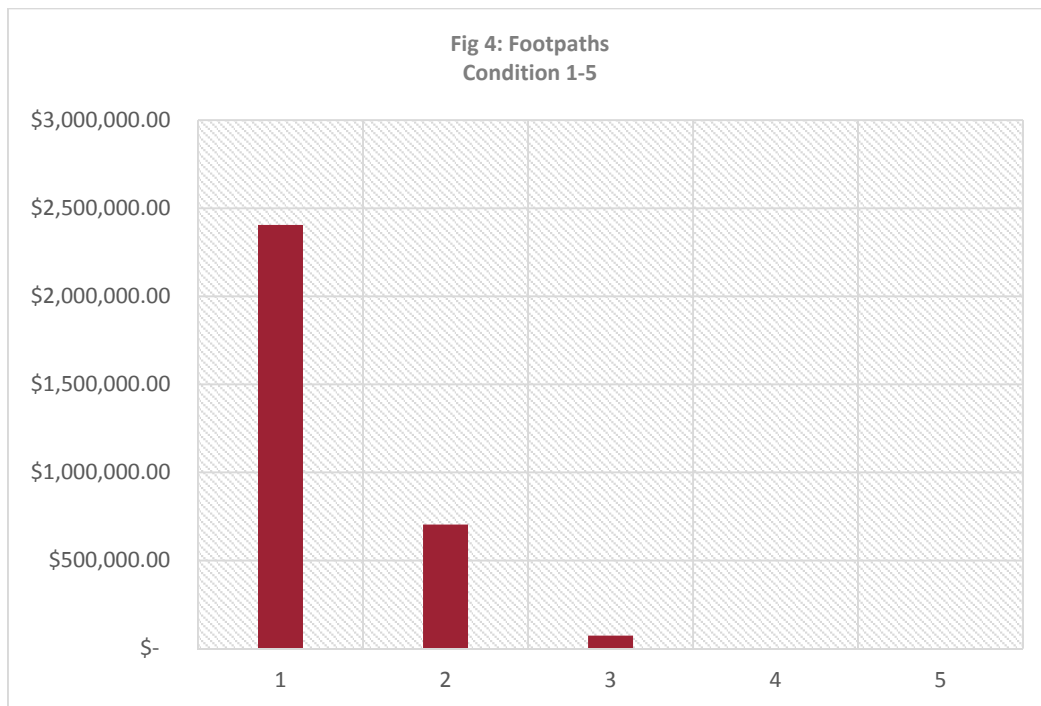


**Figure 3 Summary Kerb and Watertable Condition Profile 1-5**

As shown in Figure 3, approximately 93.7% of the kerb and watertable have a condition between 1 and 2, 2.1% at condition 3, remaining 4.2% at condition 4 & 5.

As part of the condition assessment lengths of kerb to be replaced through proactive treatments have also been included in the plan to correct issues affecting kerb performance and ensure kerb and watertable can reach their prescribed end of life and still maintain appropriate level of service.

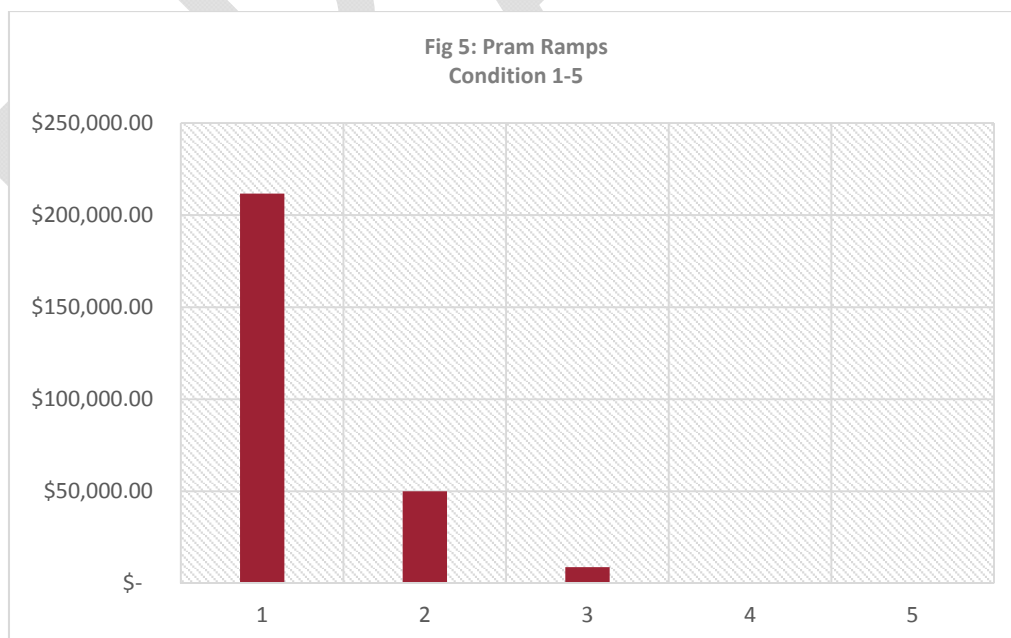




**Figure 4 Summary Footpaths Profile Condition 1-5**

As shown in Figure 4, approximately 97.7% of the footpath assets have a condition less than 2 with the remaining 2.3% at condition 3.

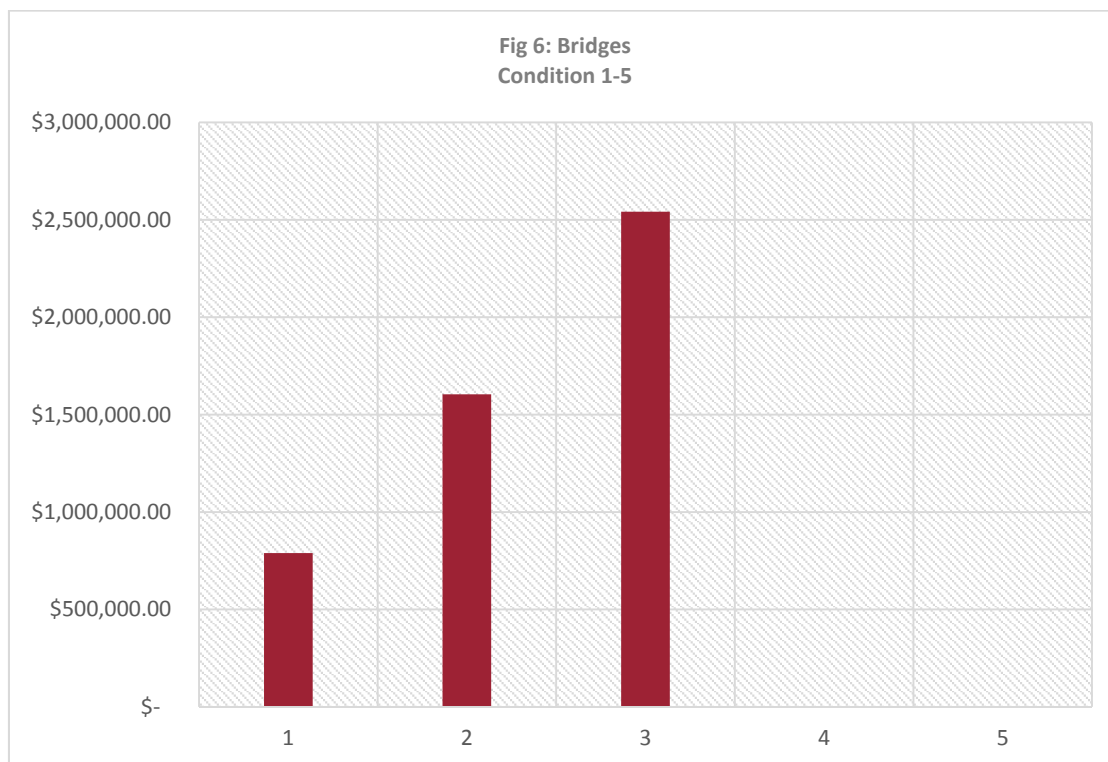
Review the full footpath network to develop a long term upgrade and renewal strategy to improve connectivity and identify high use footpaths for each town. The remaining asphalt and spray sealed footpaths will be replaced with concrete or block paving type footpath, this represents 3.3% value of the total footpath network.



**Figure 5 Summary Pram Ramps Profile Condition 1-5**

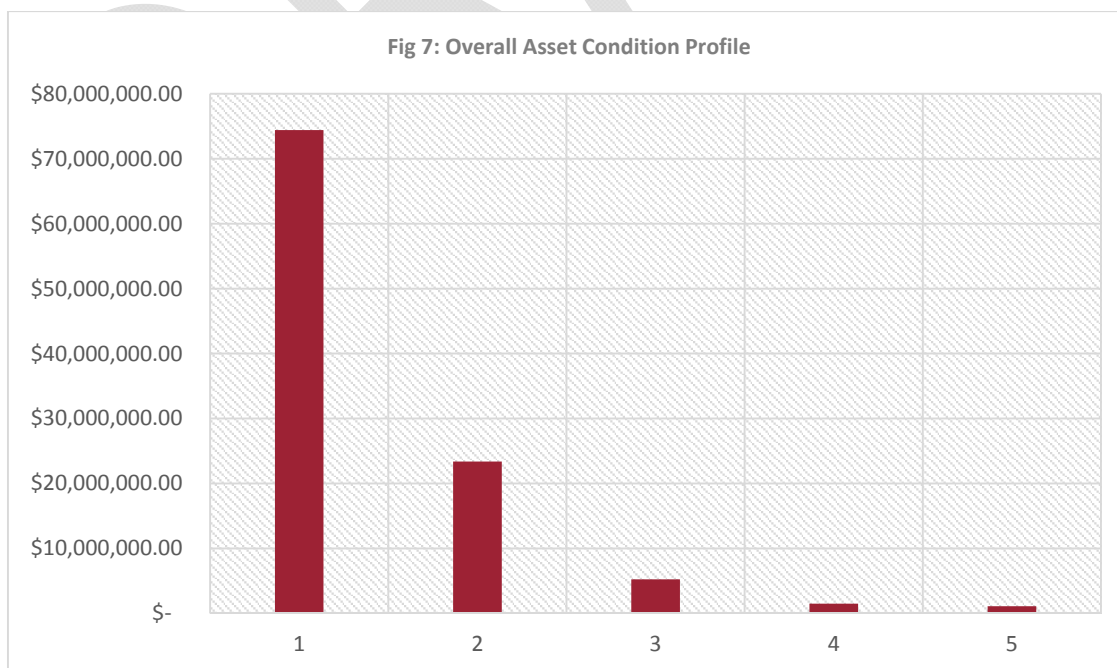
As shown in Figure 5, approximately 96.9% of the pram ramp assets have a condition less than 2 with the remaining 3.1% at condition 3.

Review the pram ramp locations in conjunction with the footpath network, develop a long term upgrade and renewal strategy to improve connectivity and identify high use footpaths, pram ramps for each town.



**Figure 6 Summary Bridges Condition Profile Condition 1-5**

The condition of bridges represents the consumption of asset life as a whole asset when last inspected. The condition data shown in Figure 6 indicates that approximately 48.5% of the bridges have a condition of 1 and 2, the remaining 51.5% at condition 3.



**Figure 7 Overall Asset Condition Profile**

**Table 4.3.1: Condition Grading System**

Condition Grading	Description of Condition
<b>1</b>	<b>Very Good:</b> free of defects, only planned and/or routine maintenance required
<b>2</b>	<b>Good:</b> minor defects, increasing maintenance required plus planned maintenance
<b>3</b>	<b>Fair:</b> defects requiring regular and/or significant maintenance to reinstate service
<b>4</b>	<b>Poor:</b> significant defects, higher order cost intervention likely
<b>5</b>	<b>Very Poor:</b> physically unsound and/or beyond rehabilitation, immediate action required

The overall condition score and subsequent consumption of the building assets has been estimated based on a combination of available data such as age and the standard useful life of the asset.

**Table 4.3.2: Asset Standard Useful Lives**

Roads Surface Type – Sealed	Standard Useful Life
<b>Township Sealed Upper/Short Life/Single Layer</b>	
Hotmix Bitumen Standard Use Single Layer (Standard Performance)	64 years
Hotmix Bitumen Land Division Single Layer (Standard Performance)	64 years
Hotmix Bitumen Land Division Single Layer 75mm (Standard Performance)	64 years
Hotmix Intersection Single Layer (Standard Performance)	25 years
Hotmix Bitumen On-Road Car Park Single Layer	25 years
Spray Seal High Use Upper (Standard Performance)	20 years
Spray Seal Standard Use Upper (Standard Performance)	25 years
Spray Seal Standard Use Upper (Non-Standard Performance)	25 years
Spray Seal Land Division Upper	25 years
<b>Township Sealed Lower/Long Life Layer</b>	
Spray Seal High Use Lower (Standard Performance)	40 years
Spray Seal Standard Use Lower (<300mm Pavement Standard Performance)	80 years
Spray Seal Standard Use Lower (>300mm Pavement Standard Performance)	64 years
Spray Seal Land Division Surface	64 years
<b>Rural Sealed Upper/Short Life/Single Layer</b>	
Hotmix Bitumen Standard Use Short Life (Standard Performance)	25 years
Hotmix Bitumen Intersection Single Layer (Standard Performance)	25 years
Spray Seal High Use Upper (pre 2004 Standard	20 years

Performance)	
Spray Seal High Use Upper (post 2004 Standard Performance)	15 years
Spray Seal High Use Upper (post 2004 Non-Standard Performance)	15 years
Spray Seal Standard Use Upper (pre 2004 Standard Performance)	20 years
Spray Seal Standard Use Upper (post 2004 Standard Performance)	15 years
Spray Seal Standard Use Upper (post 2004 Non-Standard Performance)	15 years
<b>Rural Sealed Lower/Long Life</b>	
Hotmix Bitumen Standard Use Long Life (Standard Performance)	75 years
Spray Seal High Use Lower (pre 2004 Standard Performance)	40 years
Spray Seal High Use Lower (post 2004 Standard Performance)	30 years
Spray Seal Standard Use Lower (pre 2004 Standard Performance)	40 years
Spray Seal Standard Use Lower (post 2004 Standard Performance)	30 years

Roads Surface Type – Unsealed	Standard Useful Life
<b>Township Sheeted Surface</b>	
Township (Cat 1) Sheeted (Long Haul)	20 years
Township (Cat 1) Sheeted (Short Haul)	20 years
Township (Cat 2) Sheeted (Long Haul)	24 years
Township (Cat 2) Sheeted (Short Haul)	24 years
Township (Cat 3-A) Sheeted (Long Haul)	28 years
Township (Cat 3-A) Sheeted (Short Haul)	28 years
Township (Cat 3-B) Sheeted (Long Haul)	28 years
Township (Cat 3-B) Sheeted (Short Haul)	28 years
<b>Rural Sheeted Surface</b>	
Rural (Cat 1) Sheeted (Long Haul)	15 years
Rural (Cat 1) Sheeted (Short Haul)	15 years
Rural (Cat 2) Sheeted (Long Haul)	20 years
Rural (Cat 2) Sheeted (Short Haul)	20 years
Rural (Cat 3-A) Sheeted (Long Haul)	28 years
Rural (Cat 3-A) Sheeted (Short Haul)	28 years
Rural (Cat 3-B) Sheeted (Long Haul)	28 years
Rural (Cat 3-B) Sheeted (Short Haul)	28 years
Rural (Cat 3-C) Sheeted (Long Haul)	35 years
Rural (Cat 3-C) Sheeted (Short Haul)	35 years

Footpath Type	Standard Useful Life
Block Paved Footpath	50 years
Concrete Aggregate Footpath	50 years
Rubble Walkway/Shared Path	15 years
Pram Ramps	80 years

Kerb, Channel, Spoon Drains	Standard Useful Life
Spoon Drains	70 years
Kerb & Channel <300mm Pavement	160 years
Kerb & Channel >300mm Pavement	128 years

### **Sealed Roads**

#### **Township Spray Seal**

Township spray sealed roads are identified as either standard use, high use or land division roads and performance (standard or non-standard). Township spray sealed surfaces have been separated into two components for upper and lower surface layers.

#### **Township Hotmix Bitumen**

Township hotmix bitumen surfaces are identified as standard use, intersection, land division or on-road carpark surfaces and performance (standard or non-standard).

#### **Rural Spray Seal**

Rural spray seal road surfaces have been identified as standard or high use, pre 2004 or post 2004 and performance (standard or non-standard). Rural spray seal surfaces have been separated into two components for upper and lower surface layers.

#### **Rural Hotmix Bitumen**

Rural hotmix bitumen intersection surface has been valued as a single component.

### **Unsealed Roads**

Supply, haulage of material from pit (short haul 9km & long haul 15km) and placement of new sheeting material (150mm depth for Category 1 Roads, 100mm depth for Category 2 and 3 Roads).

## **4.4 Operations and Maintenance Plan**

Operations include regular activities to provide services. Examples of typical operational activities include cleaning, street sweeping, asset inspection, and utility costs.

Maintenance includes all actions necessary for retaining an asset as near as practicable to an appropriate service condition including regular ongoing day-to-day work necessary to keep assets operating. Examples of typical maintenance activities include pipe repairs and cleaning.

The trend in operations and maintenance budgets are shown in Tables 4.4.1 and 4.4.2

**Table 4.4.1: Maintenance Budget Trends**

Year	Maintenance Budget \$
2019 - 2020	\$1,023,000 (Actual)
2020 - 2021	\$1,050,000 (Budget)
2021 - 2022	\$1,050,00 (Budget)

**Table 4.4.2: Operations Budget Trends**

Year	Operations Budget \$
2019 - 2020	\$000 (Actual)
2020 - 2021	\$000 (Budget)
2021 - 2022	\$000 (Budget)

Maintenance budget levels are considered to be adequate to meet projected service levels, which may be less than or equal to current service levels. Where maintenance budget allocations are such that they will result in a lesser level of service, the service consequences and service risks have been identified and are highlighted in this AM Plan and service risks considered in the Infrastructure Risk Management Plan.

#### 4.5 Renewal Plan

Renewal is major capital work which does not significantly alter the original service provided by the asset, but restores, rehabilitates, replaces or renews an existing asset to its original service potential. Work over and above restoring an asset to original service potential is considered to be an acquisition resulting in additional future operations and maintenance costs.

Assets requiring renewal are identified from one of two approaches in the Lifecycle Model.

- The first method uses Asset Register data to project the renewal costs (current replacement cost) and renewal timing (acquisition year plus updated useful life to determine the renewal year), or
- The second method uses an alternative approach to estimate the timing and cost of forecast renewal work (i.e. condition modelling system, staff judgement, average network renewals, or other).

The typical useful lives of assets used to develop projected asset renewal forecasts are shown in Table 4.5.1. Asset useful lives were last reviewed on 30 June 2020.

**Table 4.5.1: Useful Lives of Assets**

Roads Surface Type – Sealed	Standard Useful Life
<b>Township Sealed Upper/Short Life/Single Layer</b>	
Hotmix Bitumen Standard Use Single Layer (Standard Performance)	64 years
Hotmix Bitumen Land Division Single Layer (Standard Performance)	64 years
Hotmix Bitumen Land Division Single Layer 75mm (Standard Performance)	64 years
Hotmix Intersection Single Layer (Standard Performance)	25 years
Hotmix Bitumen On-Road Car Park Single Layer	25 years
Spray Seal High Use Upper (Standard Performance)	20 years
Spray Seal Standard Use Upper (Standard Performance)	25 years

Spray Seal Standard Use Upper (Non-Standard Performance)	25 years
Spray Seal Land Division Upper	25 years
<b>Township Sealed Lower/Long Life Layer</b>	
Spray Seal High Use Lower (Standard Performance)	40 years
Spray Seal Standard Use Lower (<300mm Pavement Standard Performance)	80 years
Spray Seal Standard Use Lower (>300mm Pavement Standard Performance)	64 years
Spray Seal Land Division Surface	64 years
<b>Rural Sealed Upper/Short Life/Single Layer</b>	
Hotmix Bitumen Standard Use Short Life (Standard Performance)	25 years
Hotmix Bitumen Intersection Single Layer (Standard Performance)	25 years
Spray Seal High Use Upper (pre 2004 Standard Performance)	20 years
Spray Seal High Use Upper (post 2004 Standard Performance)	15 years
Spray Seal High Use Upper (post 2004 Non-Standard Performance)	15 years
Spray Seal Standard Use Upper (pre 2004 Standard Performance)	20 years
Spray Seal Standard Use Upper (post 2004 Standard Performance)	15 years
Spray Seal Standard Use Upper (post 2004 Non-Standard Performance)	15 years
<b>Rural Sealed Lower/Long Life</b>	
Hotmix Bitumen Standard Use Long Life (Standard Performance)	75 years
Spray Seal High Use Lower (pre 2004 Standard Performance)	40 years
Spray Seal High Use Lower (post 2004 Standard Performance)	30 years
Spray Seal Standard Use Lower (pre 2004 Standard Performance)	40 years
Spray Seal Standard Use Lower (post 2004 Standard Performance)	30 years

Roads Surface Type – Unsealed	Standard Useful Life
<b>Township Sheeted Surface</b>	
Township (Cat 1) Sheeted (Long Haul)	20 years
Township (Cat 1) Sheeted (Short Haul)	20 years
Township (Cat 2) Sheeted (Long Haul)	24 years
Township (Cat 2) Sheeted (Short Haul)	24 years
Township (Cat 3-A) Sheeted (Long Haul)	28 years

Township (Cat 3-A) Sheeted (Short Haul)	28 years
Township (Cat 3-B) Sheeted (Long Haul)	28 years
Township (Cat 3-B) Sheeted (Short Haul)	28 years
<b>Rural Sheeted Surface</b>	
Rural (Cat 1) Sheeted (Long Haul)	15 years
Rural (Cat 1) Sheeted (Short Haul)	15 years
Rural (Cat 2) Sheeted (Long Haul)	20 years
Rural (Cat 2) Sheeted (Short Haul)	20 years
Rural (Cat 3-A) Sheeted (Long Haul)	28 years
Rural (Cat 3-A) Sheeted (Short Haul)	28 years
Rural (Cat 3-B) Sheeted (Long Haul)	28 years
Rural (Cat 3-B) Sheeted (Short Haul)	28 years
Rural (Cat 3-C) Sheeted (Long Haul)	35 years
Rural (Cat 3-C) Sheeted (Short Haul)	35 years

Footpath Type	Standard Useful Life
Block Paved Footpath	50 years
Concrete Aggregate Footpath	50 years
Rubble Walkway/Shared Path	15 years
Pram Ramps	80 years

Kerb, Channel, Spoon Drains	Standard Useful Life
Spoon Drains	70 years
Kerb & Channel <300mm Pavement	160 years
Kerb & Channel >300mm Pavement	128 years

The estimates for renewals in this AM Plan were based on Method 2.

#### 4.4.1 Renewal ranking criteria

Asset renewal is typically undertaken to either:

- Ensure the reliability of the existing infrastructure to deliver the service it was constructed to facilitate (e.g. replacing a bridge that has a 5 t load limit), or
- To ensure the infrastructure is of sufficient quality to meet the service requirements (e.g. condition of a playground).<sup>4</sup>

It is possible to prioritise renewals by identifying assets or asset groups that:

- Have a high consequence of failure,
- Have high use and subsequent impact on users would be significant,
- Have higher than expected operational or maintenance costs, and
- Have potential to reduce life cycle costs by replacement with a modern equivalent asset that would provide the equivalent service.<sup>5</sup>

The ranking criteria used to determine priority of identified renewal proposals is detailed in Table 4.5.2

**Table 4.5.2: Renewal Priority Ranking Criteria**

<sup>4</sup> IPWEA, 2015, IIMM, Sec 3.4.4, p 3|91.

<sup>5</sup> Based on IPWEA, 2015, IIMM, Sec 3.4.5, p 3|97.

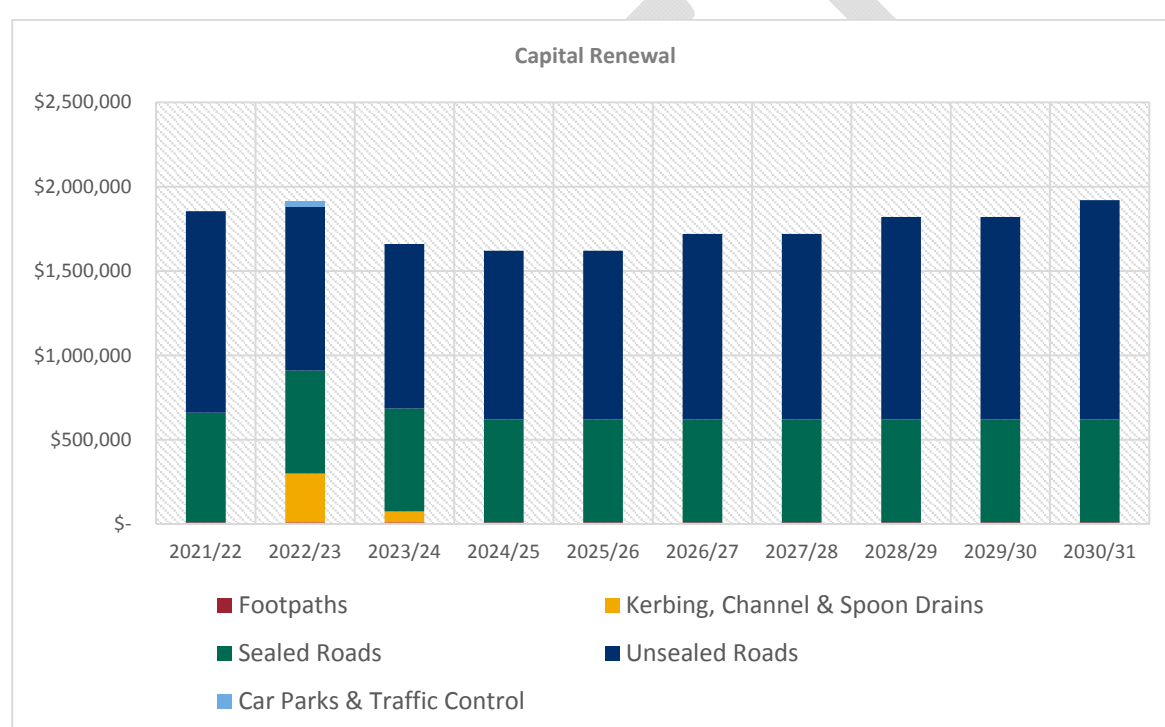


Criteria	Weighting
Asset Condition Rating 4 or 5	20
Risks – Residual risk high or extreme	20
Safety and Compliance	60
<b>Total</b>	<b>100%</b>

## 4.5 Summary of future renewal costs

Forecast renewal costs are projected to increase over time if the asset stock increases. The forecast costs associated with renewals are shown relative to the proposed renewal budget in Figure 4.5.1. A detailed summary of the forecast renewal costs is shown in Appendix D.

**Figure 4.5.1 Forecast Renewal Costs**



All figure values are shown in current day dollars.

## 4.6 Acquisition Plan

Acquisition reflects are new assets that did not previously exist or works which will upgrade or improve an existing asset beyond its existing capacity. They may result from growth, demand, social or environmental needs. Assets may also be donated, gifted to Council.

### 4.6.1 Selection criteria

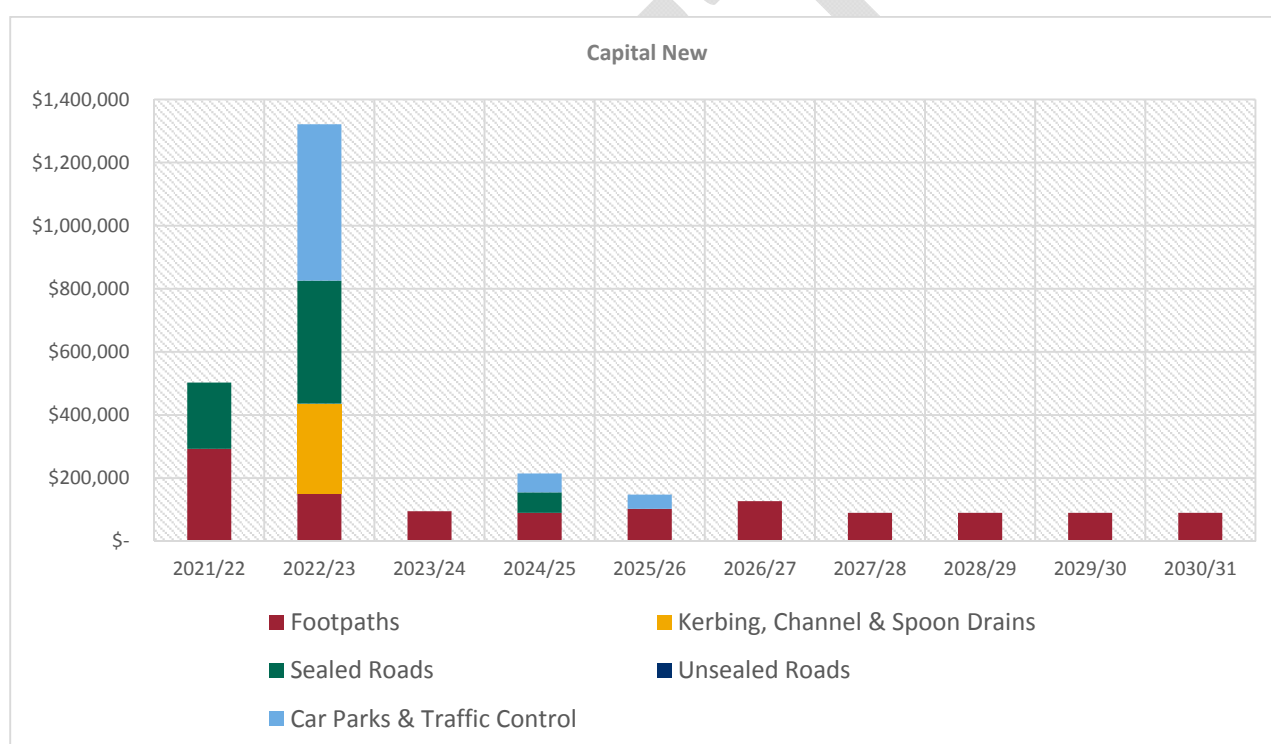
Proposed acquisition of new assets, and upgrade of existing assets, are identified from various sources such as community requests, proposals identified by strategic plans or partnerships with others. Potential upgrade and new works should be reviewed to verify that they are essential to the Entities needs. Proposed upgrade and new work analysis should also include the development of a preliminary renewal estimate to ensure that the services are sustainable over the longer term. Verified proposals can then be ranked by priority and available funds and scheduled in future works programmes. The priority ranking criteria is detailed in Table 4.6.1.1

**Table 4.6.1.1: Acquired Assets Priority Ranking Criteria**

Criteria	Weighting
Safety and Compliance	20
Risks – Residual risk high or extreme	20
Demand	60
<b>Total</b>	<b>100%</b>

### Summary of future asset acquisition costs

Forecast acquisition asset costs are summarised / summarized in Figure 4.6.1.2 and shown relative to the proposed acquisition budget. The forecast acquisition capital works program is shown in Appendix A.

**Figure 4.6.1.2: Acquisition New (Constructed) Summary**

All figure values are shown in current day dollars.

## 4.7 Disposal Plan

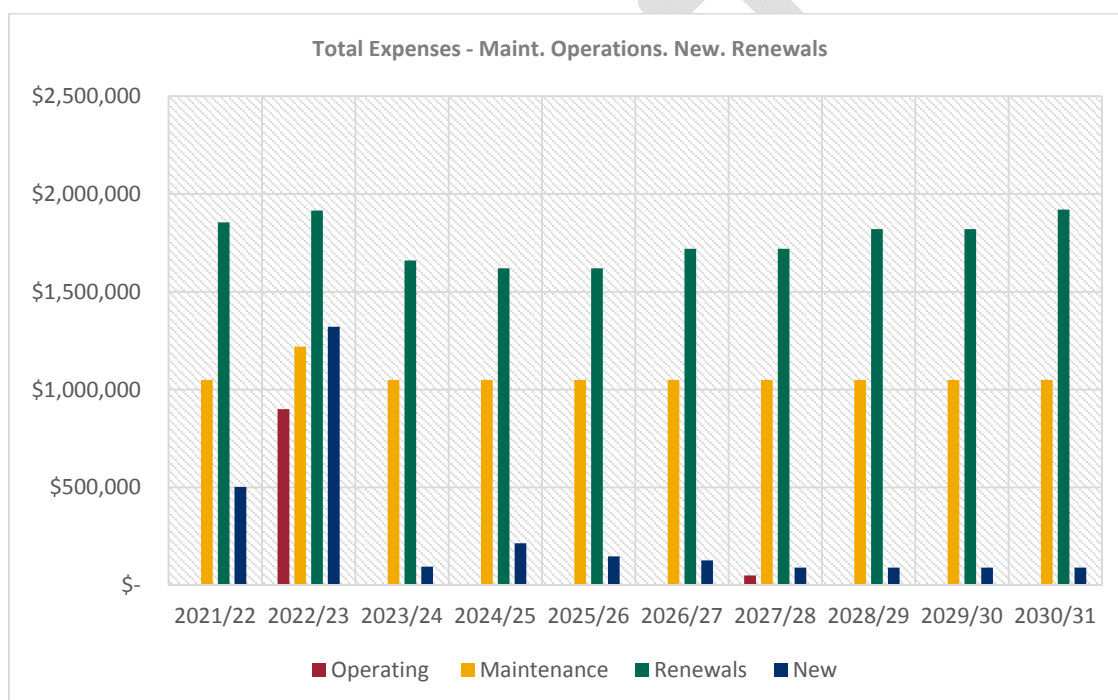
Disposal includes any activity associated with the disposal of a decommissioned asset including sale, demolition or relocation. Assets identified for possible decommissioning and disposal are shown in Table 4.7.1. A summary of the disposal costs and estimated reductions in annual operations and maintenance of disposing of the assets are also outlined in Table 4.7.1. Any costs or revenue gained from asset disposals is included in the long-term financial plan.

**Table 4.7.1: Assets Identified for Disposal**

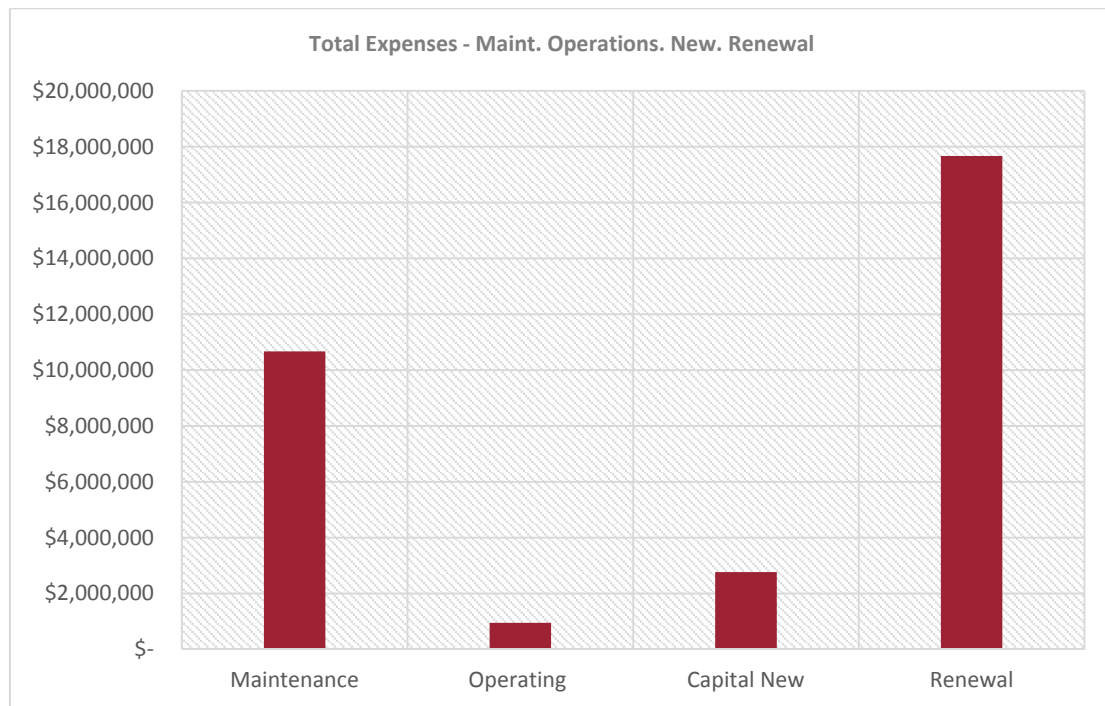
Asset	Reason for Disposal	Timing	Disposal Costs	Operations & Maintenance Annual Savings
None Known	NA	NA	NA	NA
None Known	NA	NA	NA	NA

**4.8****Summary of asset forecast costs**

The financial projections from this asset plan are shown in Figure 4.8.1. These projections include forecast costs for acquisition, operation, maintenance, renewal, and disposal. These forecast costs are shown relative to the proposed budget.

**Figure 4.8.1: Lifecycle Summary**

All figure values are shown in current day dollars.



All figure values are shown in current day dollars.

## 5.0 RISK MANAGEMENT PLANNING

The purpose of infrastructure risk management is to document the findings and recommendations resulting from the periodic identification, assessment and treatment of risks associated with providing services from infrastructure, using the fundamentals of International Standard ISO 31000:2018 Risk management – Principles and guidelines.

Risk Management is defined in ISO 31000:2018 as: ‘coordinated activities to direct and control with regard to risk’<sup>6</sup>.

An assessment of risks<sup>7</sup> associated with service delivery will identify risks that will result in loss or reduction in service, personal injury, environmental impacts, a ‘financial shock’, reputational impacts, or other consequences. The risk assessment process identifies credible risks, the likelihood of the risk event occurring, and the consequences should the event occur. The risk assessment should also include the development of a risk rating, evaluation of the risks and development of a risk treatment plan for those risks that are deemed to be non-acceptable.

### 5.1 Critical Assets

Critical assets are defined as those which have a high consequence of failure causing significant loss or reduction of service. Critical assets have been identified and along with their typical failure mode, and the impact on service delivery, are summarised in Table 5.1.1. Failure modes may include physical failure, collapse or essential service interruption.

**Table 5.1.1 Critical Assets**

Critical Asset(s)	Failure Mode	Impact
Bridges	Deterioration/Degradation, Load Carrying Capacity Exceeded by Vehicles	Causing High Consequence - Bridge damage, collapse & closure.
Sealed & Sheeted Roads	Stormwater Flooding	Damage to road surface, traffic not being able to use.

By identifying critical assets and failure modes an organisation can ensure that investigative activities, condition inspection programs, maintenance and capital expenditure plans are targeted at critical assets.

### 5.2 Risk Assessment

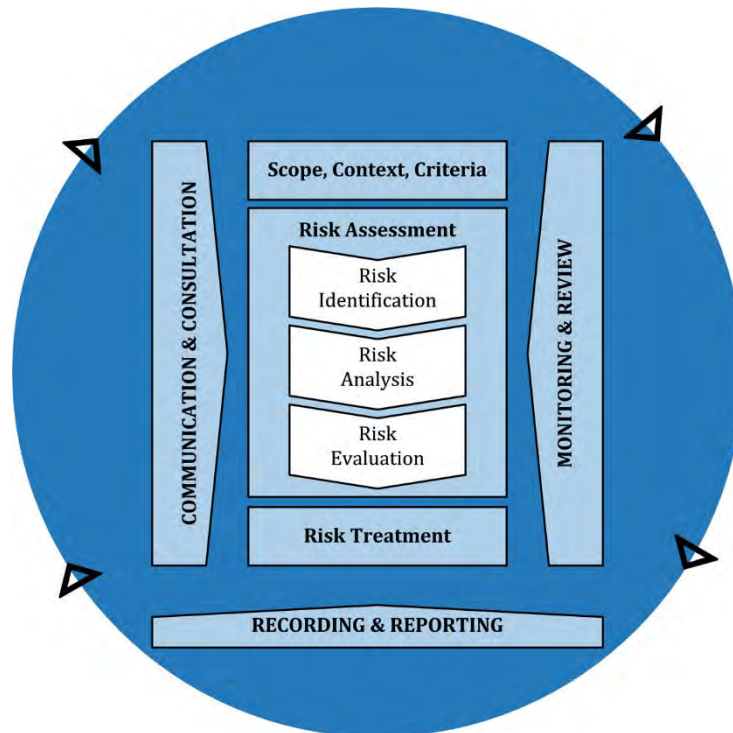
The risk management process used is shown in Figure 5.2.1 below.

It is an analysis and problem-solving technique designed to provide a logical process for the selection of treatment plans and management actions to protect the community against unacceptable risks.

The process is based on the fundamentals of International Standard ISO 31000:2018.

<sup>6</sup> ISO 31000:2009, p 2

<sup>7</sup> REPLACE with Reference to the Corporate or Infrastructure Risk Management Plan as the footnote



**Fig 5.2.1 Risk Management Process – Abridged**  
Source: ISO 31000:2018, Figure 1, p9

The risk assessment process identifies credible risks, the likelihood of the risk event occurring, the consequences should the event occur, development of a risk rating, evaluation of the risk and development of a risk treatment plan for non-acceptable risks.

An assessment of risks<sup>8</sup> associated with service delivery will identify risks that will result in loss or reduction in service, personal injury, environmental impacts, a 'financial shock', reputational impacts, or other consequences.

Critical risks are those assessed with 'Very High' (requiring immediate corrective action) and 'High' (requiring corrective action) risk ratings identified in the Infrastructure Risk Management Plan. The residual risk and treatment costs of implementing the selected treatment plan is shown in Table 5.2.2. It is essential that these critical risks and costs are reported to the Executive Management Team.

<sup>8</sup> REPLACE with Reference to the Corporate or Infrastructure Risk Management Plan as the footnote

**Table 5.2.2: Risks and Treatment Plans**

Service or Asset at Risk	What can Happen	Risk Rating (VH, H)	Risk Treatment Plan	Residual Risk *	Treatment Costs
Sealed & Sheeted Roads	Flooding Damage	High	Early identification of damage, lodge claim to disaster fund, seek state and/or federal funds for improvements	Medium	Recurrent budget requirements for maintenance
Bridges	Bridge Collapse	Very High	Undertake Level 2 Assessments & conduct regular inspections. Carry out identified repairs and maintenance with urgency, report findings immediately to supervisor	High	Unknown costs, require financial year budget for approved works
Footpaths and Pram Ramps	Pedestrian Falls and Trips	High	Upgrade footpaths and provide for pram ramps at strategic sites	Medium	Unknown costs, require financial year budget for approved works
Footpaths	Pedestrian Trips and Falls	High	Upgrade existing hotmix and sealed footpaths with block paving or concrete type. Undertake regular inspections	Low	Unknown costs, require financial year budget for approved works

Note \* The residual risk is the risk remaining after the selected risk treatment plan is implemented.

### 5.3 Forecast Reliability and Confidence

The forecast costs, proposed budgets, and valuation projections in this AM Plan are based on the best available data. For effective asset and financial management, it is critical that the information is current and accurate. Data confidence is classified on a A - E level scale<sup>9</sup> in accordance with Table 5.3.1.

**Table 5.3.1: Data Confidence Grading System**

Confidence Grade	Description
A. Very High	Data based on sound records, procedures, investigations and analysis, documented properly and agreed as the best method of assessment. Dataset is complete and estimated to be accurate $\pm 2\%$

<sup>9</sup> IPWEA, 2015, IIMM, Table 2.4.6, p 2 | 71.

Confidence Grade	Description
B. High	Data based on sound records, procedures, investigations and analysis, documented properly but has minor shortcomings, for example some of the data is old, some documentation is missing and/or reliance is placed on unconfirmed reports or some extrapolation. Dataset is complete and estimated to be accurate $\pm 10\%$
C. Medium	Data based on sound records, procedures, investigations and analysis which is incomplete or unsupported, or extrapolated from a limited sample for which grade A or B data are available. Dataset is substantially complete but up to 50% is extrapolated data and accuracy estimated $\pm 25\%$
D. Low	Data is based on unconfirmed verbal reports and/or cursory inspections and analysis. Dataset may not be fully complete, and most data is estimated or extrapolated. Accuracy $\pm 40\%$
E. Very Low	None or very little data held.

The estimated confidence level for and reliability of data used in this AM Plan is shown in Table 5.3.2.

**Table 5.3.2: Data Confidence Assessment for Data used in AM Plan**

Data	Confidence Assessment	Comment
Demand drivers	Very High	Council trends available, Refer to Council Strategic Plan 2020-2024
Growth projections	Very High	Council trends available, refer to Council Strategic Plan 2020-2024
Acquisition forecast	Very High	Council trends available, refer to Council Strategic Plan 2020-2024. Align to LFTP – Capital Works Program
Operation forecast	High	Extrapolated from previous years
Maintenance forecast	High	Extrapolated from previous years
Renewal forecast - Asset values	Very High	Council trends available, refer to Council Strategic Plan 2020-2024. Align to LFTP – Capital Works Program
- Asset useful lives	Very High	Reviewed in accordance via revaluation schedule
- Condition modelling	Very High	Reviewed in accordance via revaluation schedule and condition ratings
Disposal forecast	N/A	N/A

The estimated confidence level for and reliability of data used in this AM Plan is considered to be Very High.



## 6.0 PLAN IMPROVEMENT AND MONITORING

### 6.1 Status of Asset Management Practices<sup>10</sup>

#### 6.1.1 Accounting and financial data sources

This AM Plan utilises accounting and financial data. The source of the data is Authority.

#### 6.1.2 Asset management data sources

This AM Plan also utilises asset management data. The source of the data is Conquest.

### 6.2 Improvement Plan

It is important that council recognise areas of their AM Plan and planning process that require future improvements to ensure effective asset management and informed decision making. The improvement plan generated from this AM Plan is shown in Table 6.2.1.

**Table 6.2.1: Improvement Plan**

Task	Tasks	Responsibility	Timeline
1	Annually review 10 year capital works program, renewals and new	Council Administration	October/November each year
2	Review service levels	Council Administration	As required
3	Long Term Financial Plan and Asset Management Plan align	Council Administration	As required
4	Level 2 Bridge Assessment	Council Administration	2020/21FY 2021/22FY
5	Develop footpath/pram ramps strategic plan	Council Administration	2021/22FY 2022/23FY
6	Review & Document Asset Management Plan Risks	Council Administration	Ongoing

### 6.3 Monitoring and Review Procedures

This AM Plan will be reviewed during the annual budget planning process and revised to show any material changes in service levels, risks, forecast costs and proposed budgets as a result of budget decisions.

The AM Plan will be reviewed and updated annually to ensure it represents the current service level, asset values, forecast operations, maintenance, renewals, acquisition and asset disposal costs and planned budgets. These forecast costs and proposed budget are incorporated into the Long-Term Financial Plan or will be incorporated into the Long-Term Financial Plan once completed.

The AM Plan has a maximum life of 4 years and is due for complete revision and updating within 2 years of each council election.

### 6.4 Performance Measures

The effectiveness of this AM Plan can be measured in the following ways:

- The degree to which the required forecast costs identified in this AM Plan are incorporated into the long-term financial plan,

<sup>10</sup> ISO 55000 Refers to this as the Asset Management System

- The degree to which the 1-5 year detailed works programs, budgets, business plans and corporate structures consider the 'global' works program trends provided by the AM Plan,
- The Asset Renewal Funding Ratio achieving the Organisational target (this target is often 90 – 110%).

DRAFT

## 7.0 REFERENCES

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- ISO, 2014, ISO 55000:2014, Overview, principles and terminology
- ISO, 2018, ISO 31000:2018, Risk management – Guidelines
- Adelaide Plains Council Strategic Plan 2020 - 2024
- Adelaide Plains Council Annual Plan and Budget
- Adelaide Plains Council Roads Priority Matrix
- Adelaide Plains Council Asset Valuation & Methodology Report
- Adelaide Plains Council Layout Drawings – D0 to D21

## 8.0 APPENDICES

### Appendix A Acquisition Forecast (New)

#### FOOTPATHS

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
Footpath Capital New											
Joseph Street - Chivell Street to Elizabeth Street (101m)	22,350	0	0	0	0	0	0	0	0	0	22,350
Butler Street - Irish Street to End of Seal	88,500	0	0	0	0	0	0	0	0	0	88,500
Elizabeth Street (Mallala) - Joseph St to Mary St	41,200	0	0	0	0	0	0	0	0	0	41,200
Mary Street - Chivell St to Elizabeth St	24,000	0	0	0	0	0	0	0	0	0	24,000
Second Street (Dublin) - Sixth St to Seventh St	28,200	0	0	0	0	0	0	0	0	0	28,200
Donaldson Street - Elizabeth St to Wilson Rd	58,000	0	0	0	0	0	0	0	0	0	58,000
Elizabeth Street - William St to Donaldson Rd	30,600	0	0	0	0	0	0	0	0	0	30,600
Cameron Terrace - Dublin Rd to Feltwell Rd	0	37,000	0	0	0	0	0	0	0	0	37,000

Railway Avenue - Balaklave Rd to Lindsay St	0	17,000	0	0	0	0	0	0	0	0	17,000
South Terrace (Dublin) - Old Port Wakefield Rd to Seventh St	0	40,000	0	0	0	0	0	0	0	0	40,000
Carmel St - Balaklave Rd to End of Seal	0	25,000	0	0	0	0	0	0	0	0	25,000
Calagora St - Lisieux Street to Carmel St	0	32,000	0	0	0	0	0	0	0	0	32,000
Jenkin Crt - Butler Rd to End	0	0	25,000	0	0	0	0	0	0	0	25,000
Irish Street - Butler Stret to Redbanks Rd	0	0	23,000	0	0	0	0	0	0	0	23,000
Calala Crt - Old Port Wakefield Rd to End	0	0	47,000	0	0	0	0	0	0	0	47,000
Seventh Street - Third Street to Second Street (156m)	0	0	0	0	13,000	0	0	0	0	0	13,000
Seventh Street - Fourth Street to Third Street (142m)	0	0	0	0	0	12,000	0	0	0	0	12,000
Seventh Street - Fifth Street to Fourth Street (145m)	0	0	0	0	0	12,000	0	0	0	0	12,000
Third Street (Dublin) - Sixth Street to Seventh Street (151m)	0	0	0	0	0	13,000	0	0	0	0	13,000
Future Program Allocation	0	0	0	90,000	90,000	90,000	90,000	90,000	90,000	90,000	630,000
	292,850	151,000	95,000	90,000	103,000	127,000	90,000	90,000	90,000	90,000	1,218,850
<b>TOTAL FOOTPATH NEW</b>	<b>292,850</b>	<b>151,000</b>	<b>95,000</b>	<b>90,000</b>	<b>103,000</b>	<b>127,000</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>	<b>1,218,850</b>

## KERBING, CHANNEL & WATERTABLES

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
Kerbing Capital New											
South Terrace (Dublin) - Old Port Wakefield Road to Sixth Street (468m)	0	165,000	0	0	0	0	0	0	0	0	165,000
South Terrace (Dublin) - Sixth Street to Seventh Street (332m)	0	120,000	0	0	0	0	0	0	0	0	120,000
	0	285,000	0	0	0	0	0	0	0	0	285,000
<b>TOTAL KERBING NEW</b>	<b>0</b>	<b>285,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>285,000</b>

## SEALED ROADS PROGRAM

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
Intersection Upgrade - Hill Street (Dublin Road and Balaklava Road)	100,000	0	0	0	0	0	0	0	0	0	100,000
Intersection Upgrade - Dawkins Road and Williams Road	0	100,000	0	0	0	0	0	0	0	0	100,000
Hickinbotham Subdivision Infrastructure - Cycle/Walking Path	0	125,000	0	0	0	0	0	0	0	0	125,000
Redbanks Road - Mallala - Two Wells Road to Irish Street	0	165,000	0	0	0	0	0	0	0	0	165,000
Germantown Road - Gawler Road to Temby Road	110,000	0	0	0	0	0	0	0	0	0	110,000

Balaklava Rd - Mallala - Lisieux St, Town Centre - Shoulder Hotmix	0	0	0	65,000	0	0	0	0	0	0	65,000
List of New Roads for Construction and Sealing - From updated Road Matrix	0	0	0	0	0	0	0	0	0	0	0
	210,000	390,000	0	65,000	0	0	0	0	0	0	665,000
<b>TOTAL SEAL NEW</b>	<b>210,000</b>	<b>390,000</b>	<b>0</b>	<b>65,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>665,000</b>

#### UNSEALED ROADS PROGRAM

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL UNSEALED NEW</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### CAR PARKS & TRAFFIC CONROL

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
Two Wells Mainstreet - Pedestrian Refuges/Crossing	0	195,000	0	0	0	0	0	0	0	0	195,000
Two Wells Mainstreet - Eastern End Car Parking and WSUD	0	300,000	0	0	0	0	0	0	0	0	300,000

Ruskin Road, Thompson Beach Car Parking	0	0	0	60,000	0	0	0	0	0	0	60,000
Coastal Carpark Formalise, Adelaide International Bird Sanctuary (AIBS)	0	0	0	0	45,000	0	0	0	0	0	45,000
	0	495,000	0	60,000	45,000	0	0	0	0	0	600,000
<b>TOTAL CAR PARKS &amp; TRAFFIC CONTROL NEW</b>	<b>0</b>	<b>495,000</b>	<b>0</b>	<b>60,000</b>	<b>45,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>600,000</b>

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## Appendix B    Operation Forecast

### CAR PARKS & TRAFFIC CONTROL

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
<b>Car Parks &amp; Traffic Control Operating</b>											
Two Wells, Mainstreet - Underground Powerlines (Seek PLEC Funding, 66% of Total Cost Contribution)	0	900,000	0	0	0	0	0	0	0	0	900,000
	0	900,000	0	0	0	0	0	0	0	0	900,000
<b>TOTAL CAR PARKS &amp; TRAFFIC CONTROL OPERATING</b>	<b>0</b>	<b>900,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>900,000</b>

### BRIDGES

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
<b>Bridges Operating</b>											
Level 2 Assessments	0	0	0	0	0	0	50,000	0	0	0	50,000
	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	50,000	0	0	0	50,000
<b>TOTAL BRIDGES OPERATING</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>

## Appendix C Maintenance Forecast

### All Transport Asset Categories, Excluding Bridges – Bridges See Below and Operations Section

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
<b>Total Maintenance - Transport</b>											
Maintenance - Unsealed & Sealed Rds, Footpaths, Kerb & Channel, Spoon Drains, Car Parks, Traffic Control	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	10,500,000
	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	10,500,000
<b>TOTAL MAINTENANCE</b>	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	10,500,000

## BRIDGES

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
<b>Bridges Maintenance</b>											
Repairs/Maintenance Assessment Report Includes Salt Creek Culvert – Report April 2012, Mace Engineering Services	0	170,000	0	0	0	0	0	0	0	0	170,000
	0	0	0	0	0	0	0	0	0	0	0
	0	170,000	0	0	0	0	0	0	0	0	170,000
<b>TOTAL BRIDGES MAINTENANCE</b>	0	170,000	0	0	0	0	0	0	0	0	170,000

## Appendix D Renewal Forecast Summary

### FOOTPATHS

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
Pram Ramp Renewal, Meet DDA Compliant Requirements	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
<b>TOTAL FOOTPATH RENEWAL</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>100,000</b>

### KERBING, CHANNEL & WATERTABLES

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
Southern Side - Kerb and Watertable - Redbanks Road (005) from Mallala - Two Wells Road to Irish Street	0	115,000	0	0	0	0	0	0	0	0	115,000
Northern Side - Kerb and Watertable - Balaklava Road (010) from Lisieux Street to Carmel Street	0	75,000	0	0	0	0	0	0	0	0	75,000
Northern Side - Kerb and Watertable - Balaklava Road (015) from Carmel Street to Aerodrome Road	0	100,000	0	0	0	0	0	0	0	0	100,000
Kerb and Watertable - Windmill Road (005) from Gawler Road to End	0	0	65,000	0	0	0	0	0	0	0	65,000
	0	290,000	65,000	0	0	0	0	0	0	0	355,000
<b>TOTAL KERBING, CHANNEL &amp; DRAINS RENEWAL</b>	<b>0</b>	<b>290,000</b>	<b>65,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>355,000</b>

## SEALED ROADS PROGRAM

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
Dawkins Road (Judd Road to Boundary Road) and Hayman Road (Williams to Boundary)	650,000	0	0	0	0	0	0	0	0	0	650,000
Future program	0	610,000	610,000	610,000	610,000	610,000	610,000	610,000	610,000	610,000	5,490,000
	650,000	610,000	610,000	610,000	610,000	610,000	610,000	610,000	610,000	610,000	6,140,000
<b>TOTAL SEALED ROADS RENEWAL</b>	<b>650,000</b>	<b>610,000</b>	<b>610,000</b>	<b>610,000</b>	<b>610,000</b>	<b>610,000</b>	<b>610,000</b>	<b>610,000</b>	<b>610,000</b>	<b>610,000</b>	<b>6,140,000</b>

## UNSEALED ROADS PROGRAM

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
Reheeting 2021-2022	1,195,000	0	0	0	0	0	0	0	0	0	1,195,000
Future Resheeting Program	0	975,000	975,000	1,000,000	1,000,000	1,100,000	1,100,000	1,200,000	1,200,000	1,300,000	9,850,000
	1,195,000	975,000	975,000	1,000,000	1,000,000	1,100,000	1,100,000	1,200,000	1,200,000	1,300,000	11,045,000
<b>TOTAL UNSEALED ROADS RENEWAL</b>	<b>1,195,000</b>	<b>975,000</b>	<b>975,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,100,000</b>	<b>1,100,000</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>1,300,000</b>	<b>11,045,000</b>

## CAR PARKS & TRAFFIC CONTROL

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
Longview Road	0	30,000	0	0	0	0	0	0	0	0	30,000
	0	30,000	0	0	0	0	0	0	0	0	30,000
<b>TOTAL CAR PARKS &amp; TRAFFIC CONTROL</b>	<b>0</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,000</b>

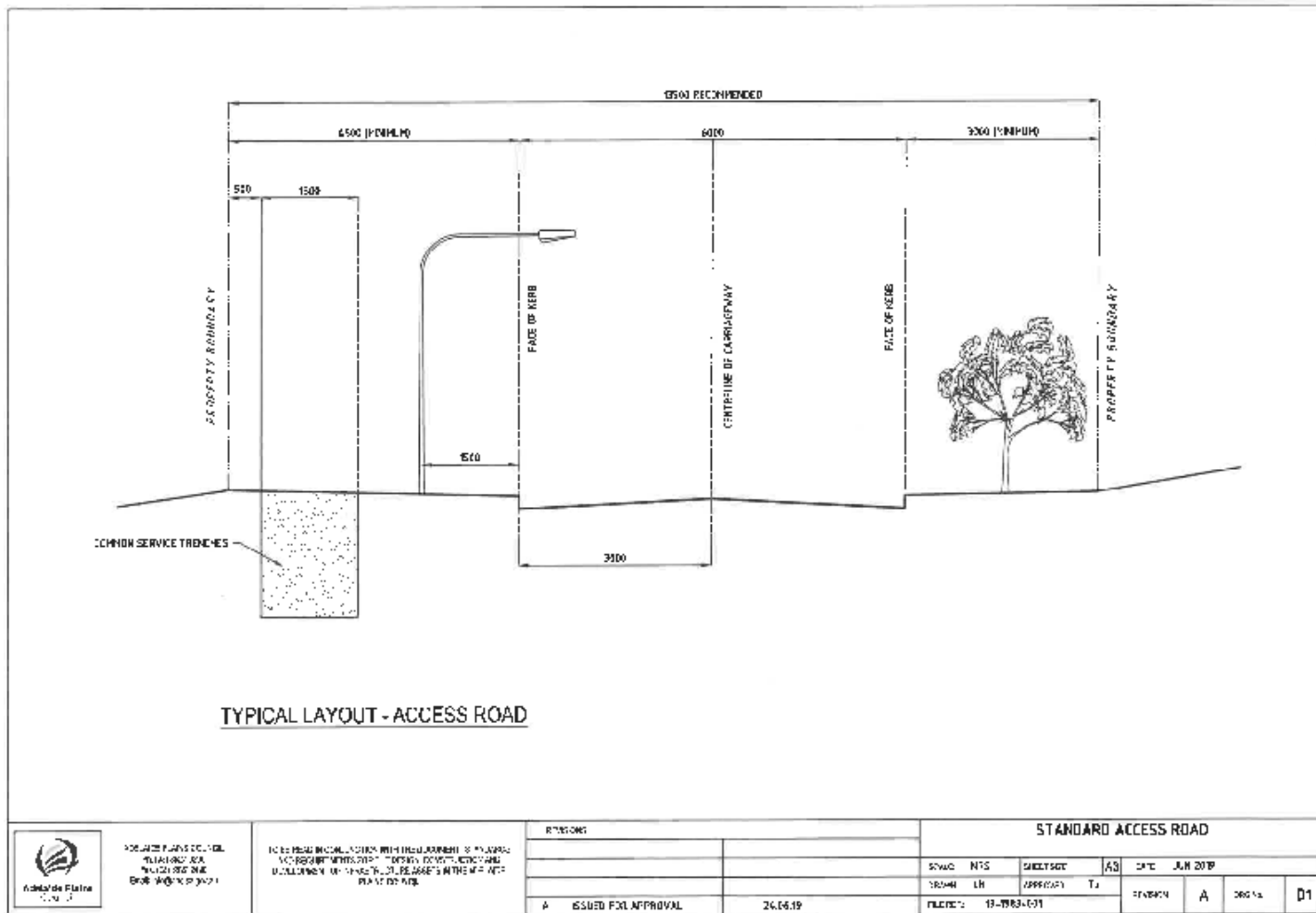
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## **Appendix E    DRG D0 to D21**

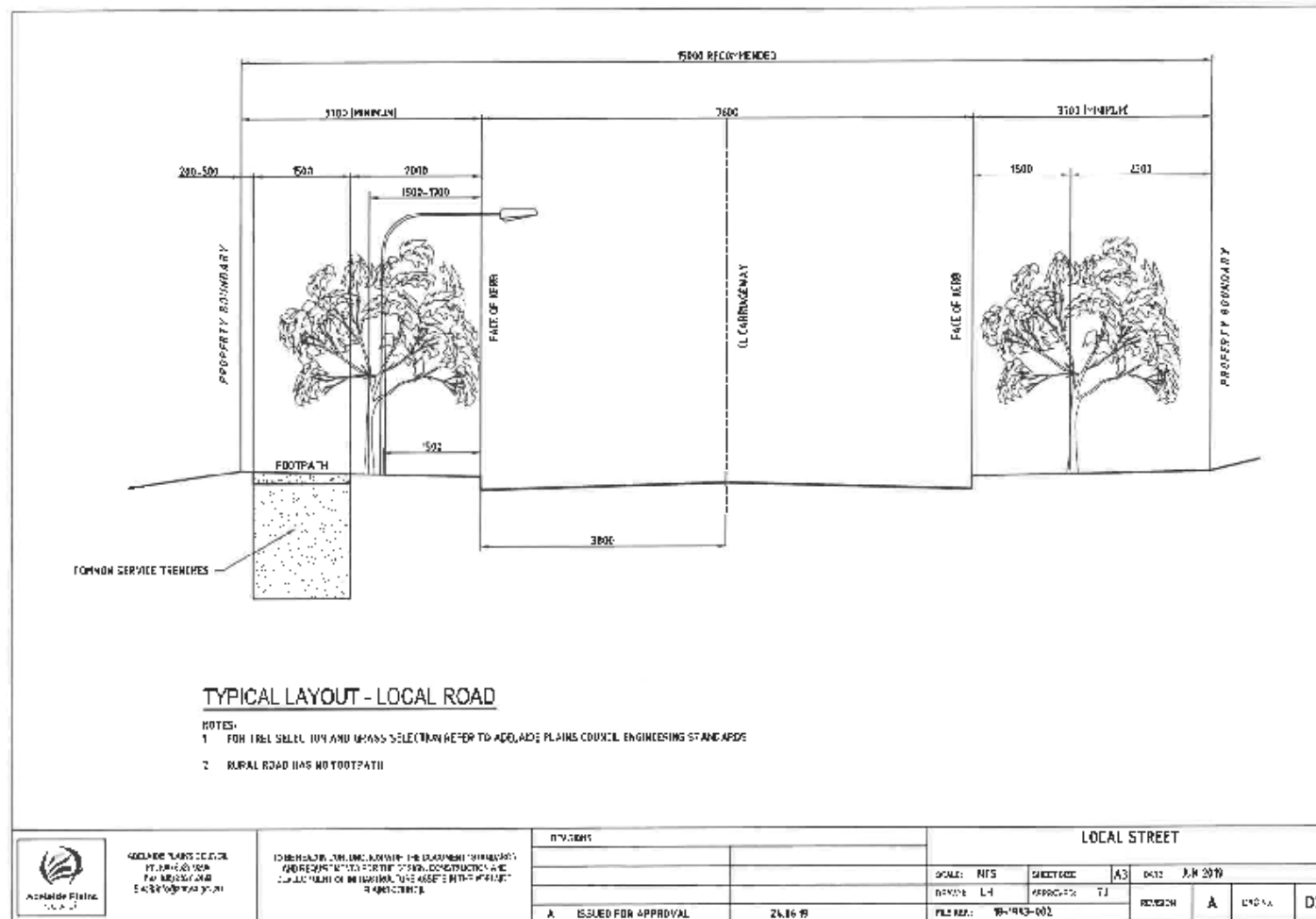
**D0** – Rural Road Construction, Bitumen Sealing

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**D1 – Residential Access Sealed Road, Carriageway Width 6m**

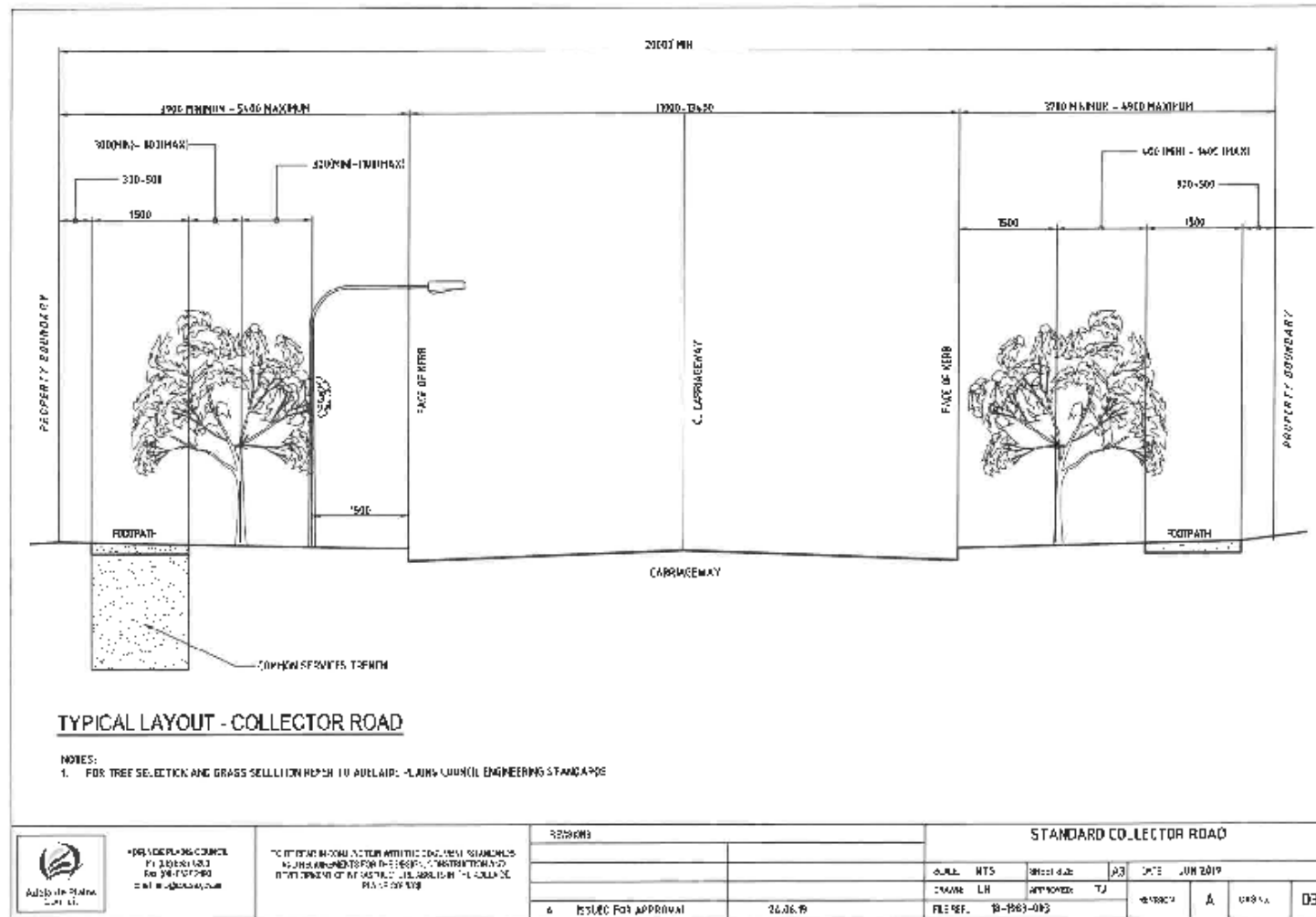


**D2 – Residential Local Sealed Road, Carriageway Width 7.6m**





**D3 – Residential Collector Sealed Road, Carriageway Width 11.0 - 13.4m**

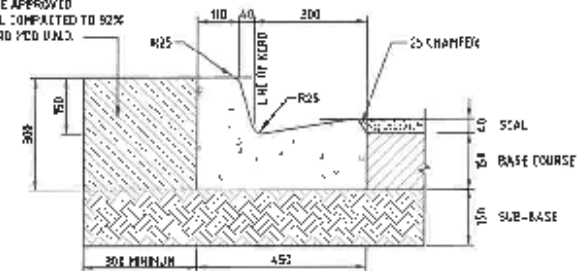


#### D4 – Mountable Kerb & Channel, 150mm Upright Kerb & Channel, Spoon Drain Details

NOTES:

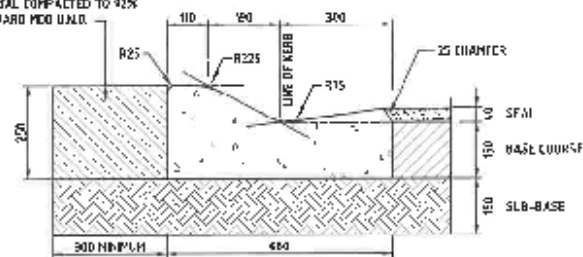
1. OTHER KERFS & CHANNEL PROFILES MAY BE ACCEPTABLE TO THE GENERAL PUBLICAVING FORMAL SUBMISSION OF DRAWINGS FOR REVIEW & APPROVAL.
2. JUT WORKMANSHIP & MATERIALS SHALL BE IN ACCORDANCE WITH AS4046.
3. CURB OFFSET GRADE SHALL BE 30mm FOR SPUR DRAINS & 40 FOR KERFS, CUTTERS & RAMP.
4. SHOWING ON CONTROL JOINTS SHALL BE PLACED AT A MINIMUM OF 2 METRE & MAXIMUM OF 3 METRE SPACING.
5. GRANULAR PAVEMENT LAYER IS INDICATIVE ONLY. REFER PAVEMENT DESIGN FOR DETAILS.
6. DRIVEWAY SPUR DRAINS TO BE MINIMUM 75mm LENGTH.
7. KERFS SHALL BE 100x20 95% MODIFIED COMPACTION.
8. SUB-BASE LAYER SHALL BE 100x20 75% MODIFIED COMPACTION ON 95% COMPACTED SUB-GRADE.
9. MIN IN 12ND% CURB OFF

30# MINIMUM BACKFILL TO  
KERB. USE APPROVED  
MATERIAL COMPACTED TO 92%  
STANDARD PRO UNO.

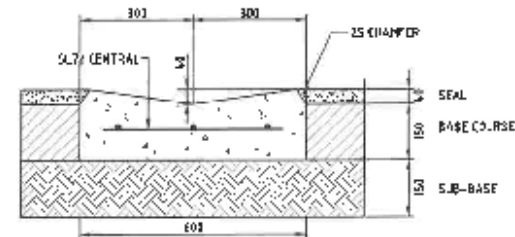


### 150 UPRIGHT KERB AND CHANNEL

300 MINIMUM BACKFILL TO  
CERB. USE APPROVED  
WATERAL COMPACTED TO 92%  
STANDARD MOD UNLD.



### MOUNTABLE KERB AND CHANNEL



SPOON DRAIN



2014. 3. 29. 목요일  
 2014. 3. 29. 목요일  
 2014. 3. 29. 목요일  
 2014. 3. 29. 목요일

TO BE REVENUE IN ALL STATES WITH THE DOCUMENT SIGNATURE  
AND NOTARIZATION FOR THE ELECTIONS (NOTARIZATION)  
FOR THE STATE OF TEXAS (NOTARIZATION) - ALL IN THE  
PLATE OF THE

RESEARCH

### STANDARD KERB AND CHANNEL DETAILS

NAME:	H14	PROJECT:	42	DATE:	JUN 2019
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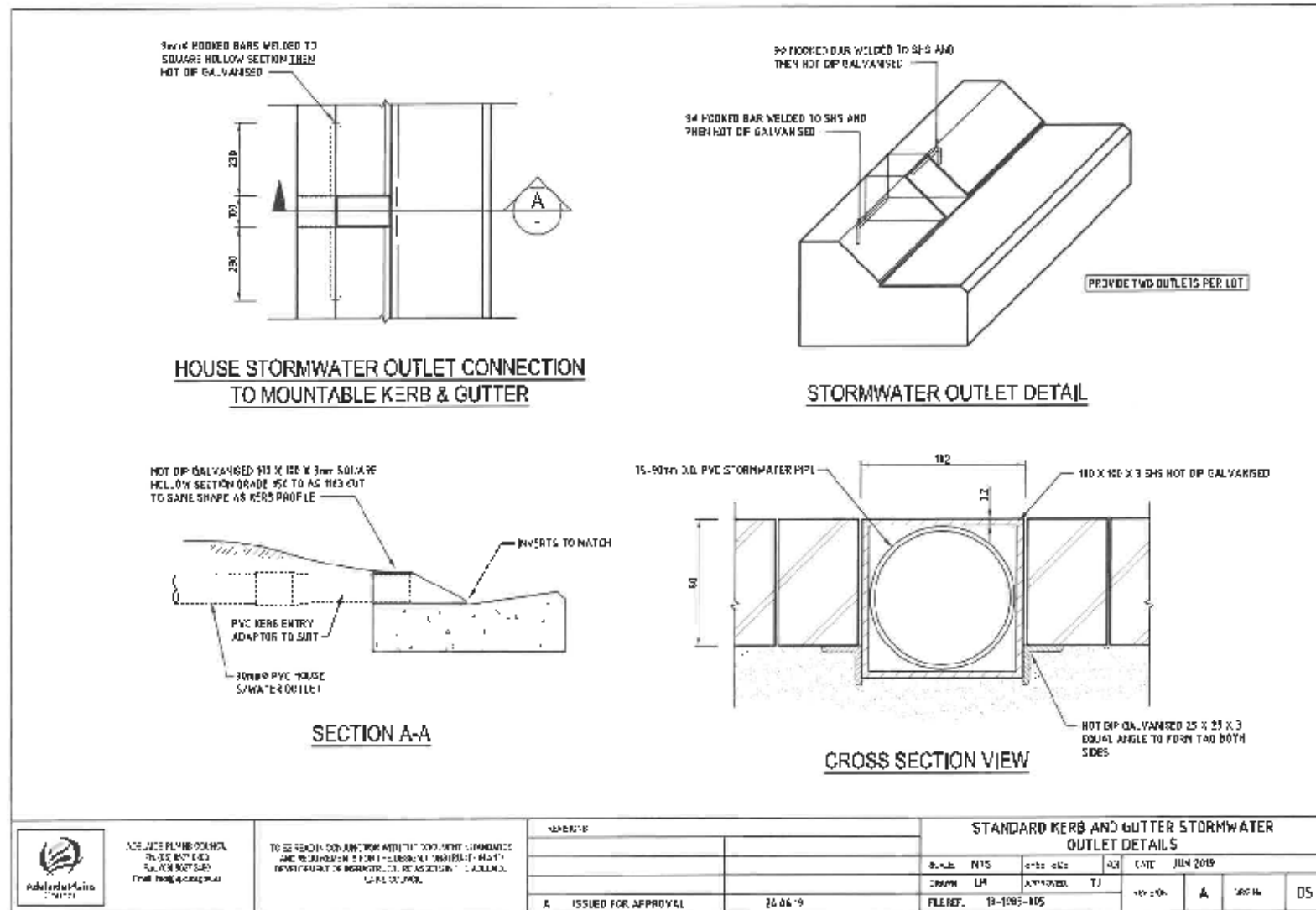
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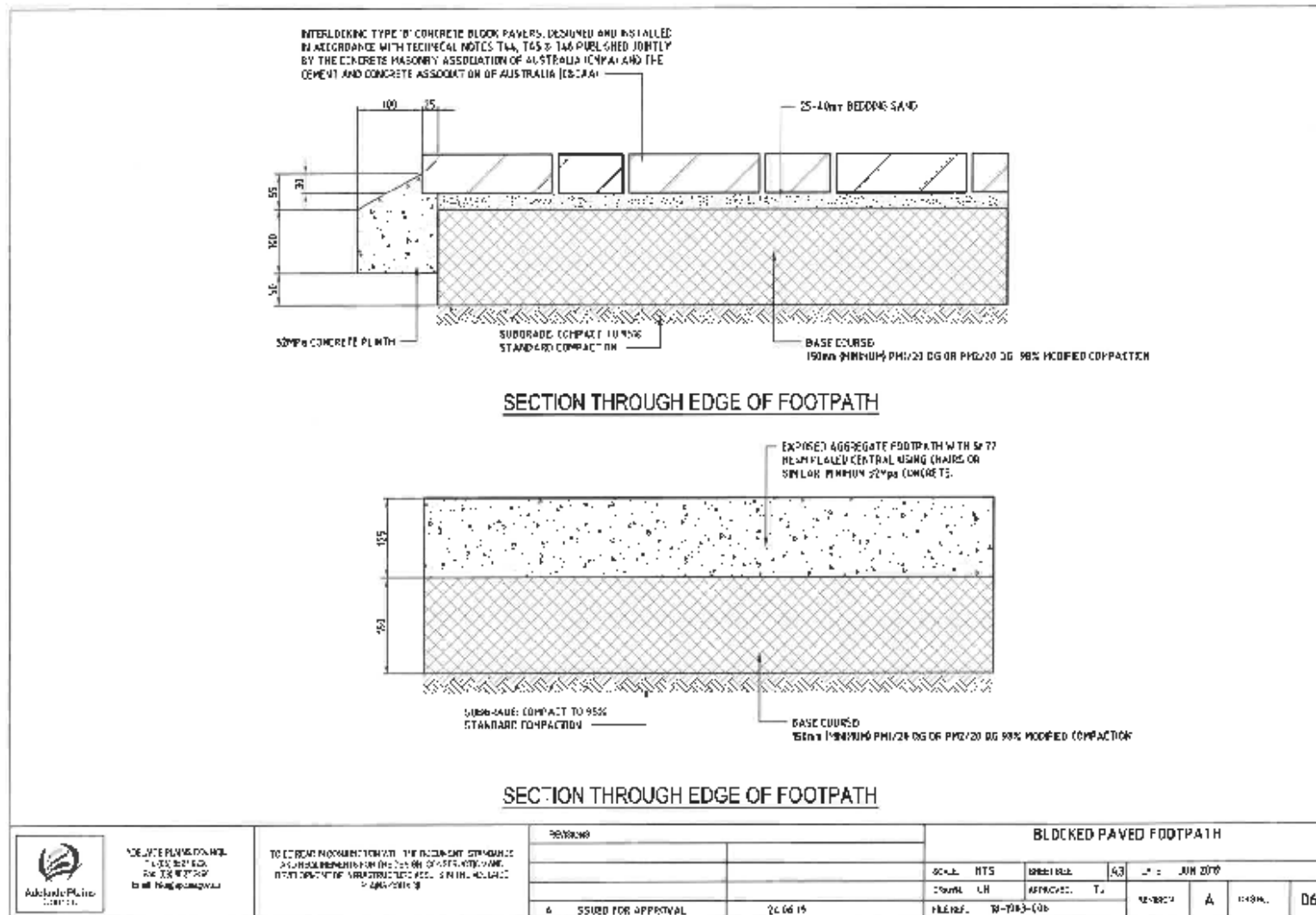
22.67

61

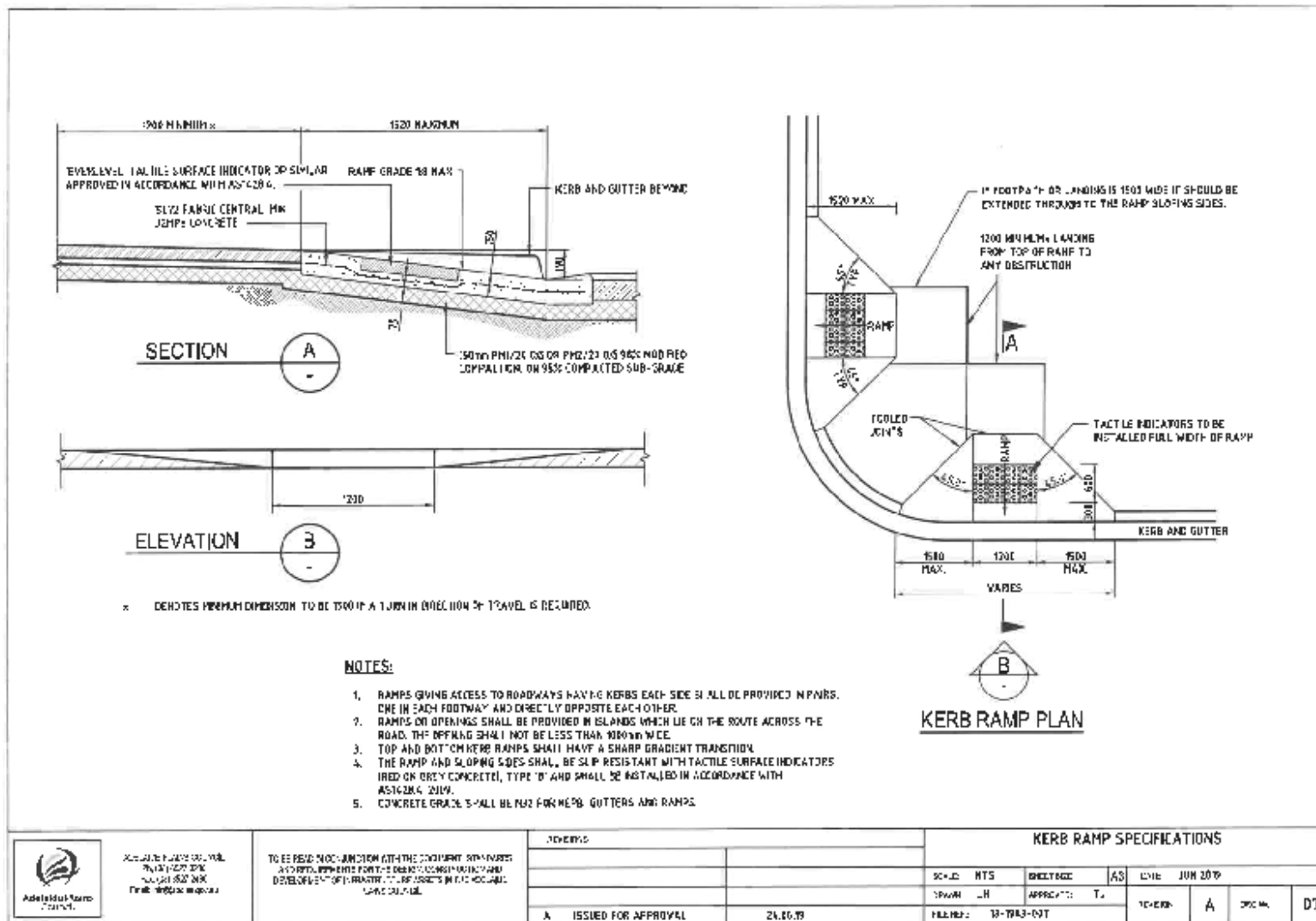
## D5 – Kerb & Channel Stormwater Outlet Details



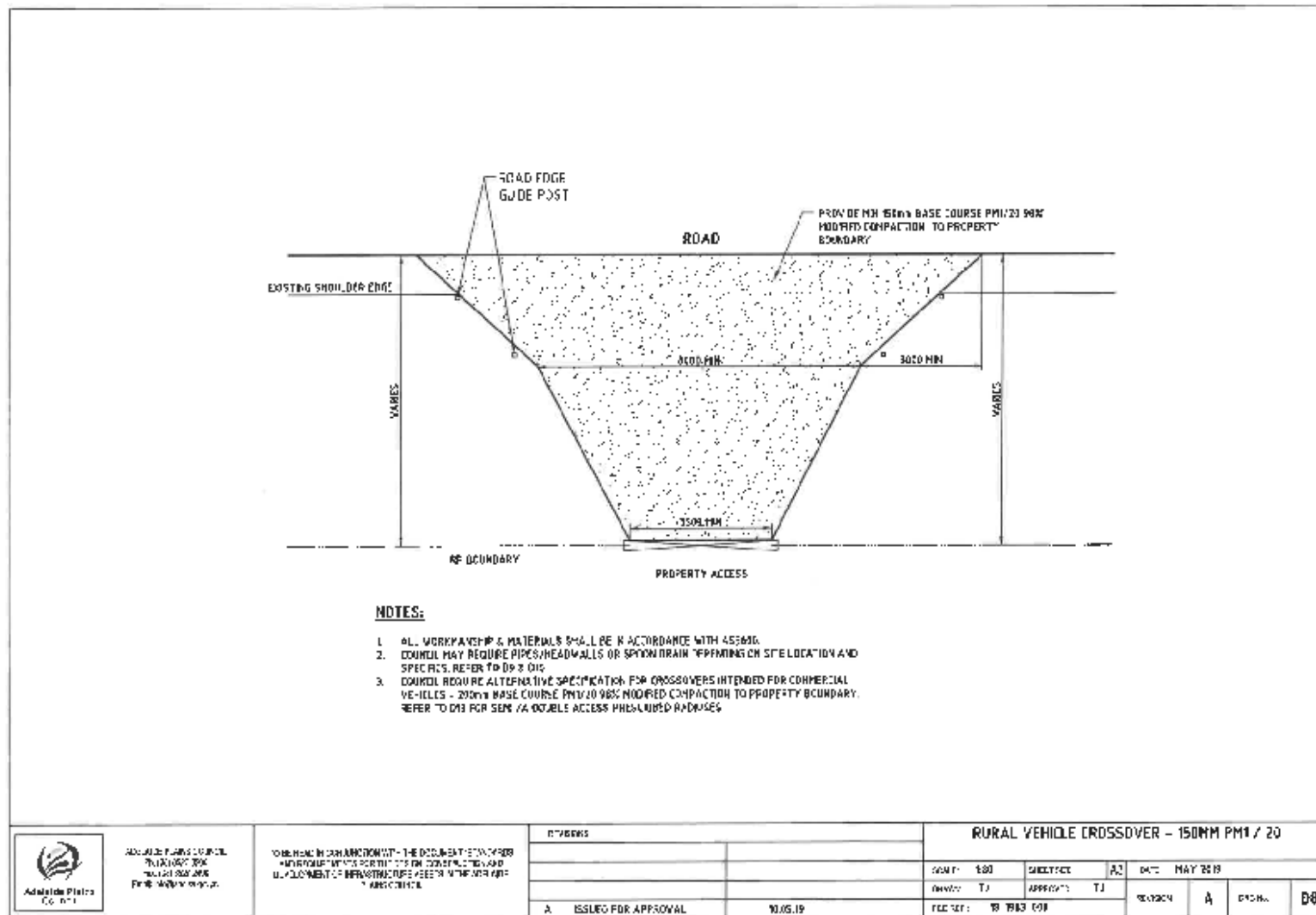
## D6 – Blocked Paved Footpath



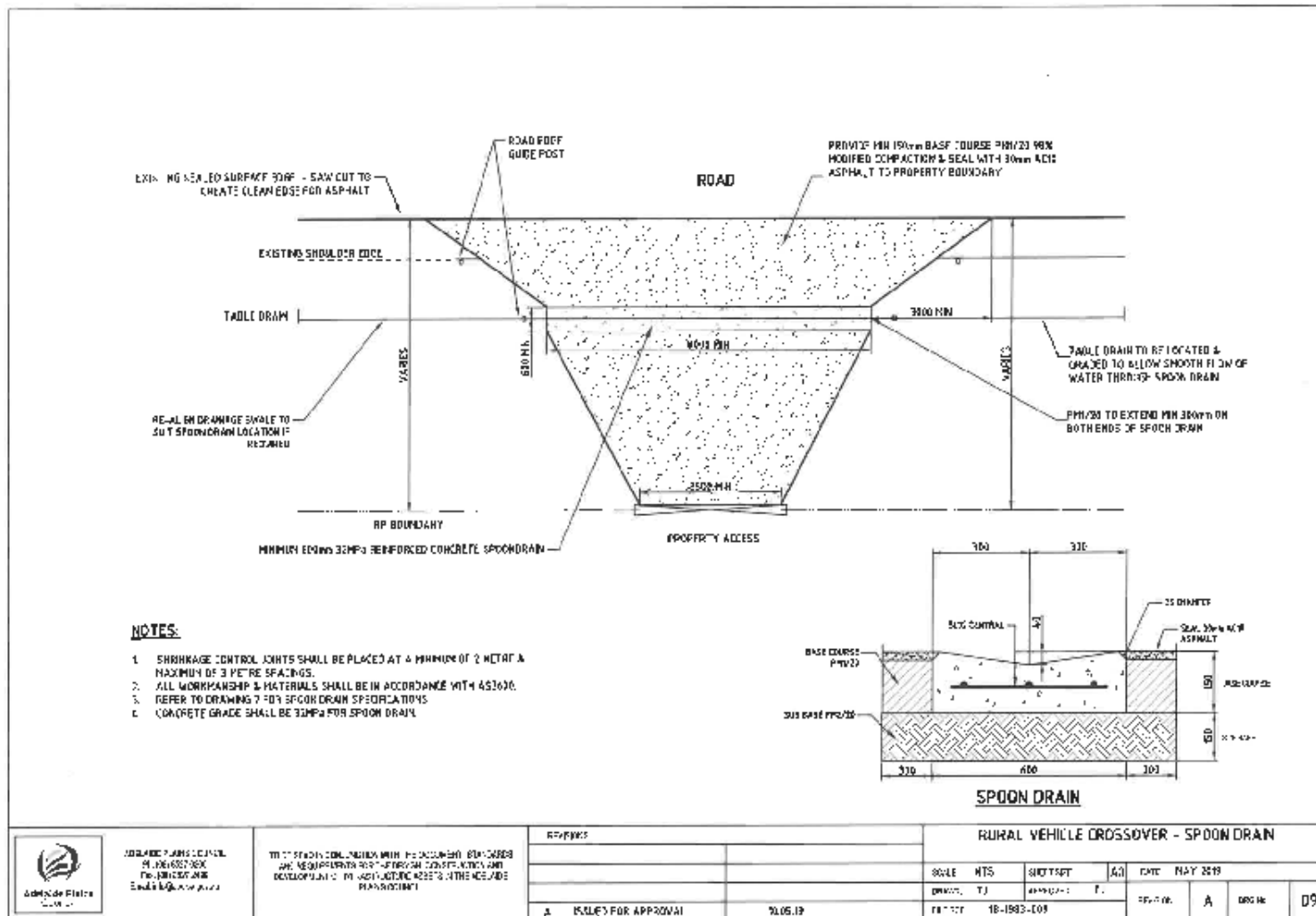
## D7 – Kerb Ramp Specifications



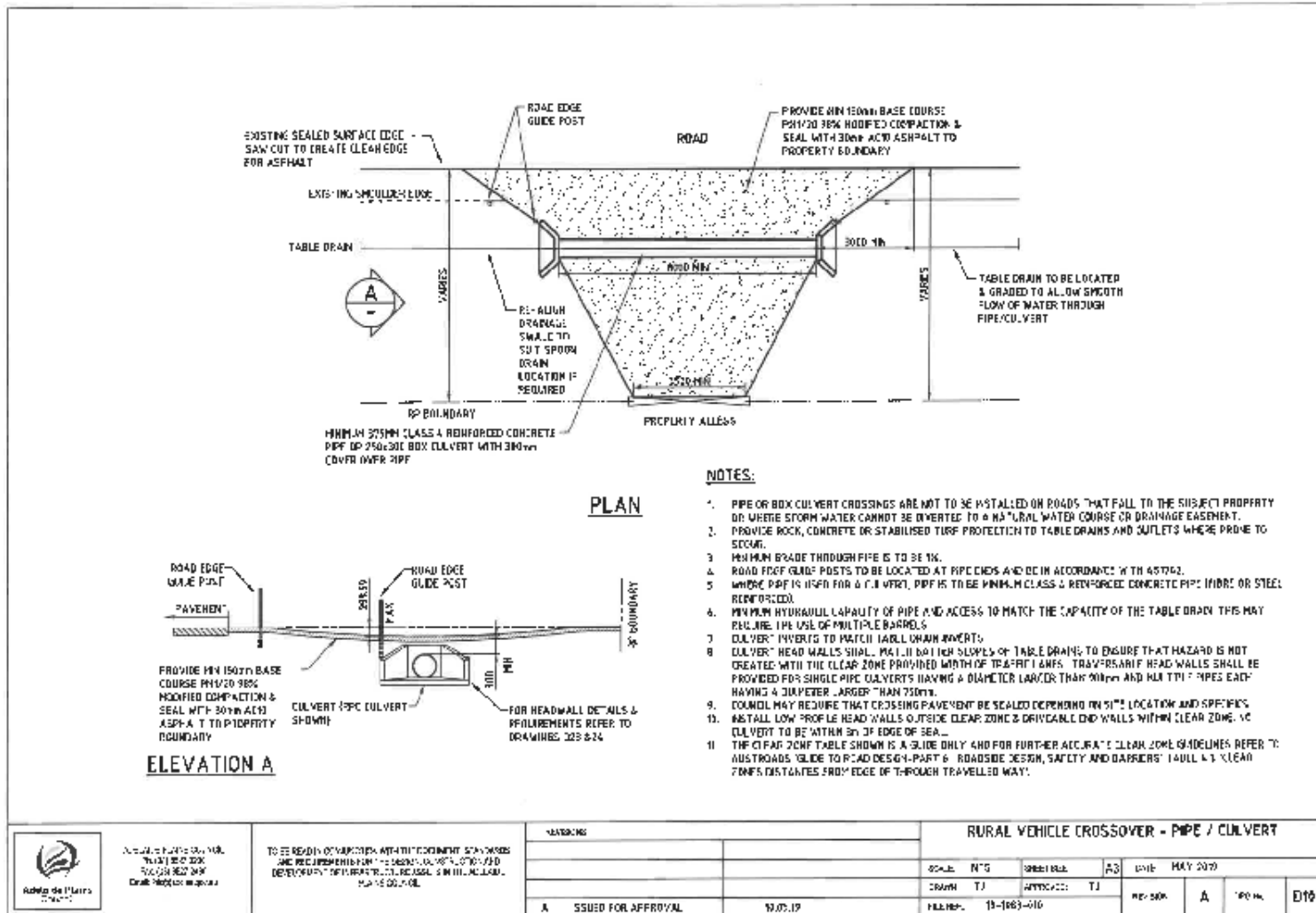
**D8 – Rural Vehicle Crossover – 150mm PM1/20QG**



### D9 – Rural Vehicle Crossover – Spoon Drain

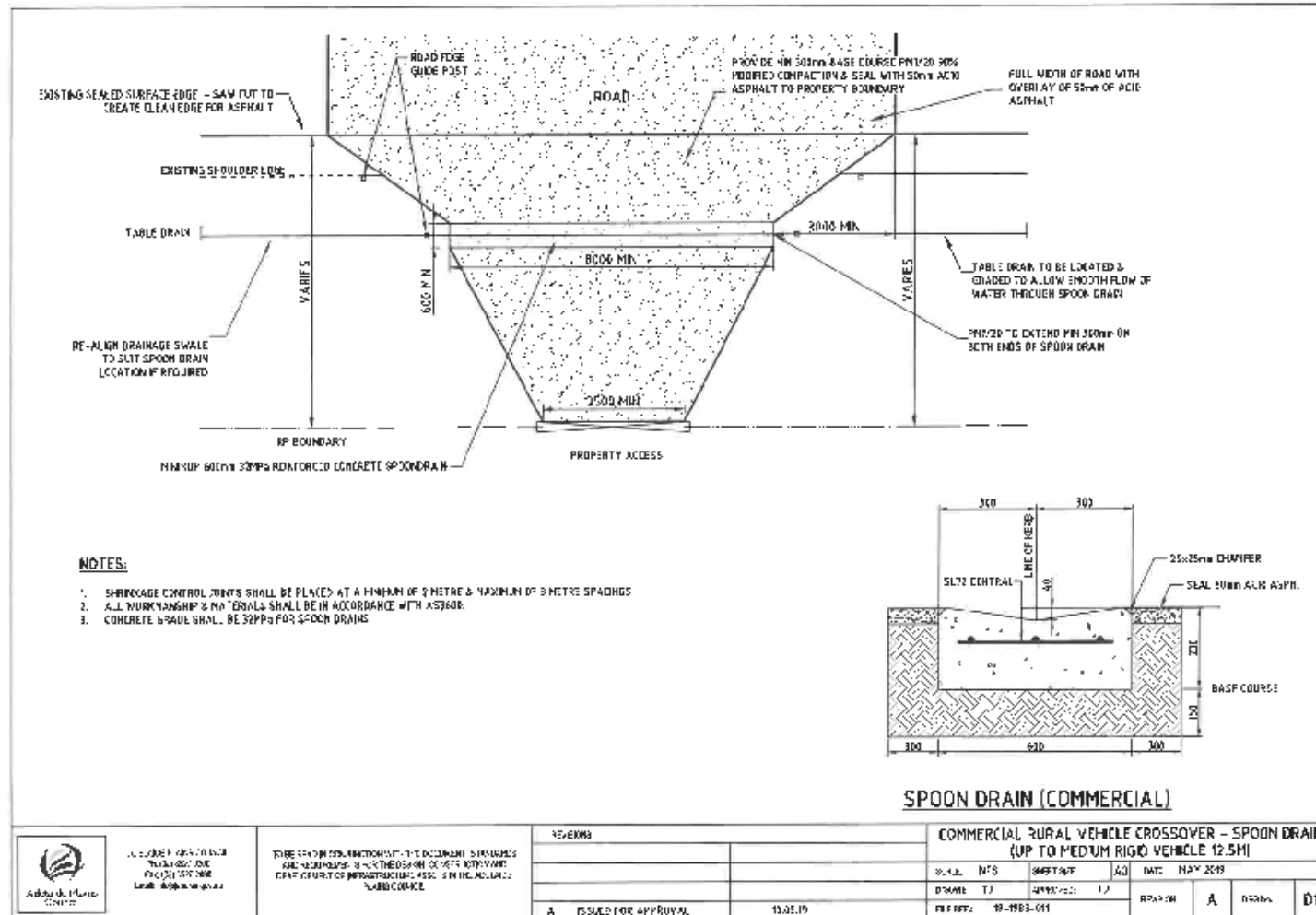


### D10 – Rural Vehicle Crossover – Pipe / Culvert

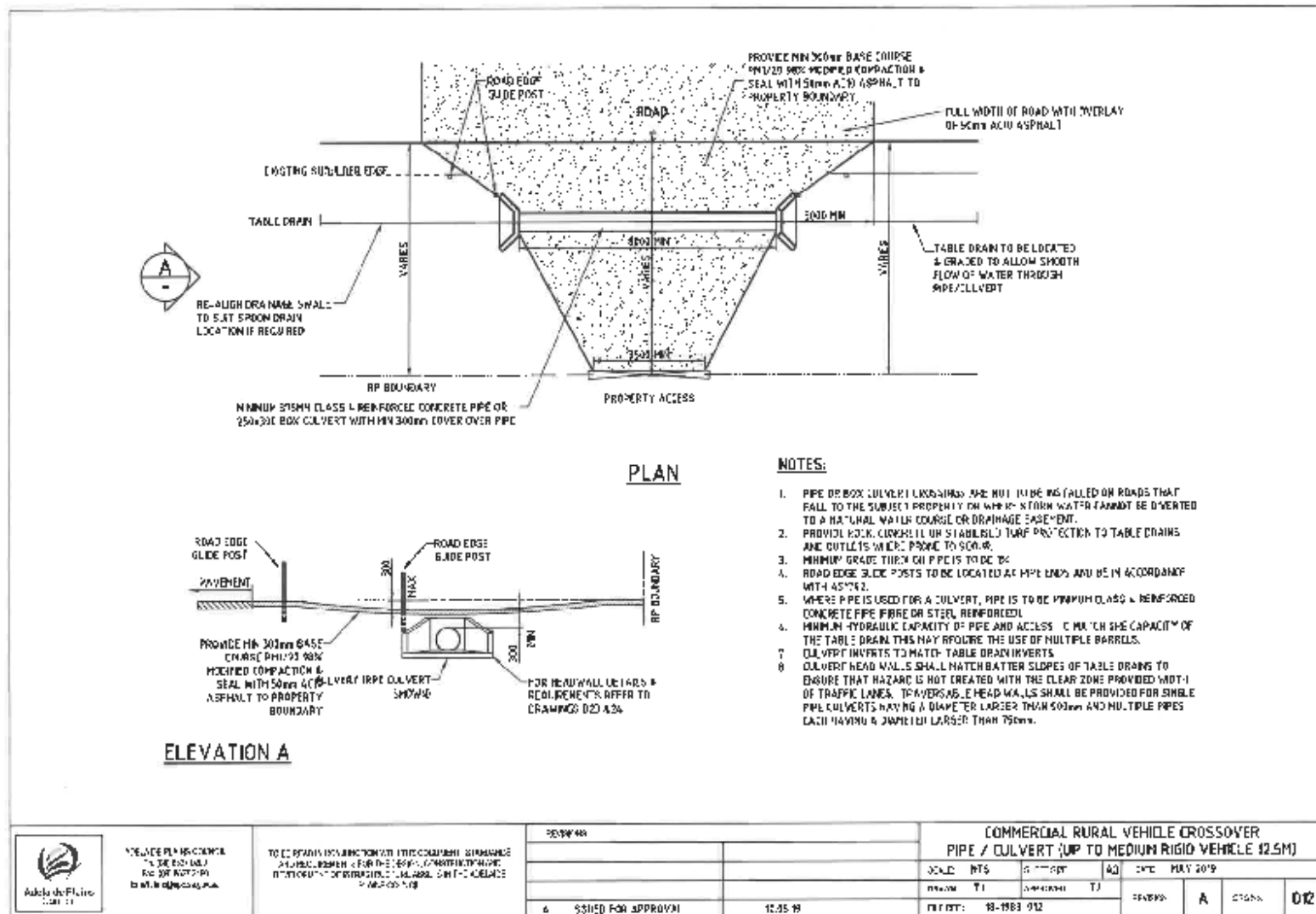




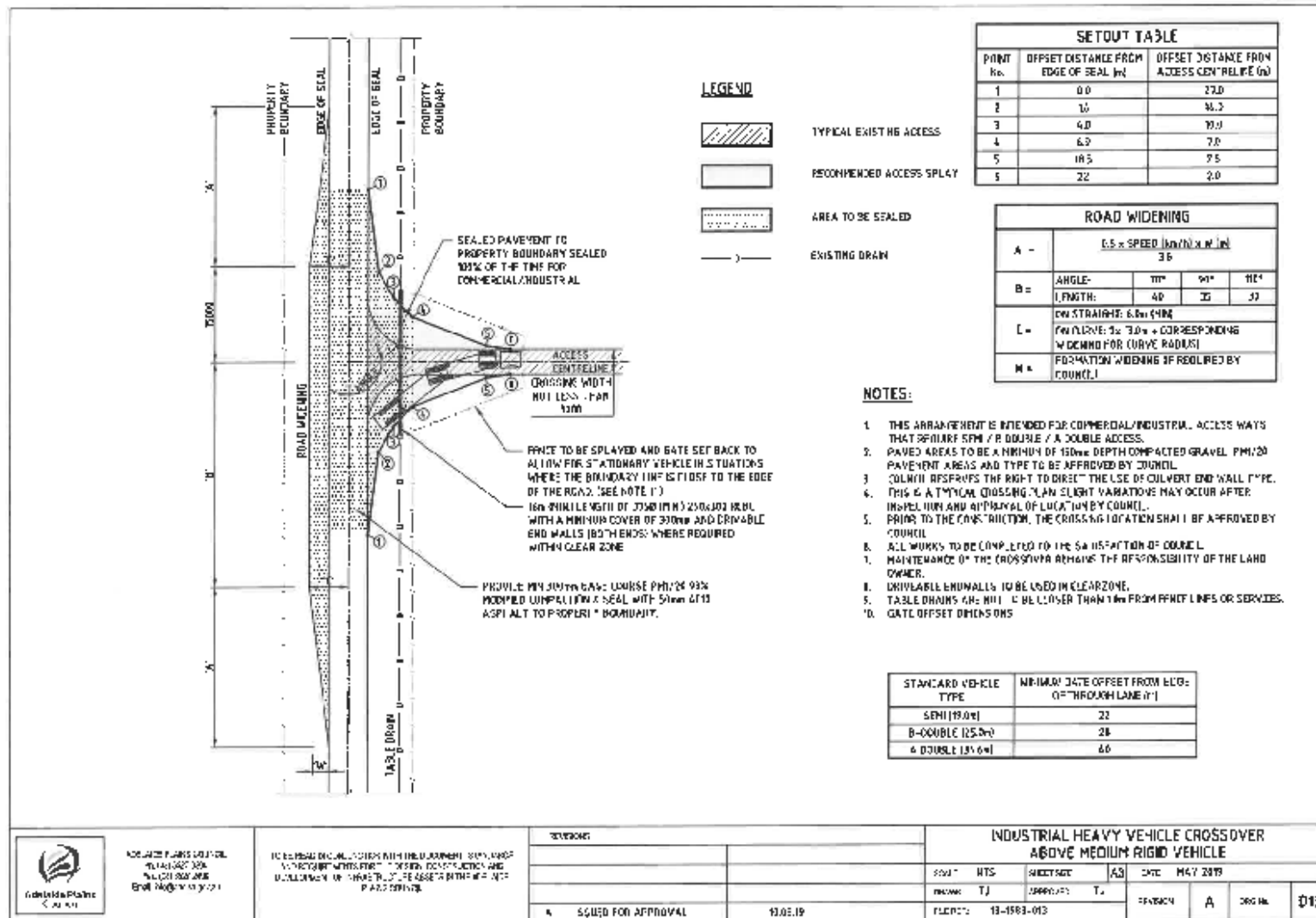
**D11 – Commercial Rural Vehicle Crossover – Spoon Drain (Up To Medium Rigid Vehicle 12.5M)**



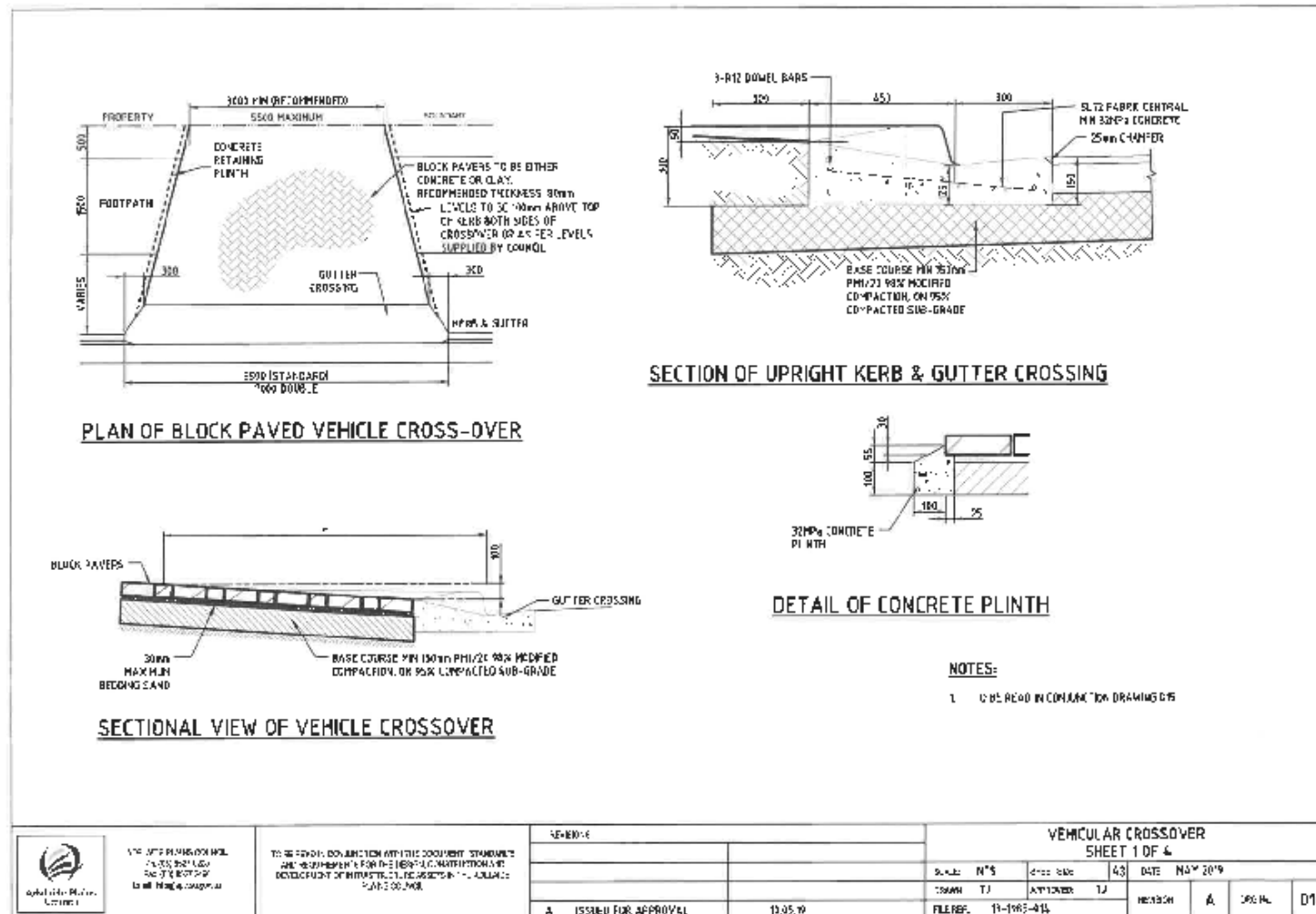
# D12 – Commercial Rural Vehicle Crossover – Pipe / Culvert (Up To Medium Rigid Vehicle 12.5M)



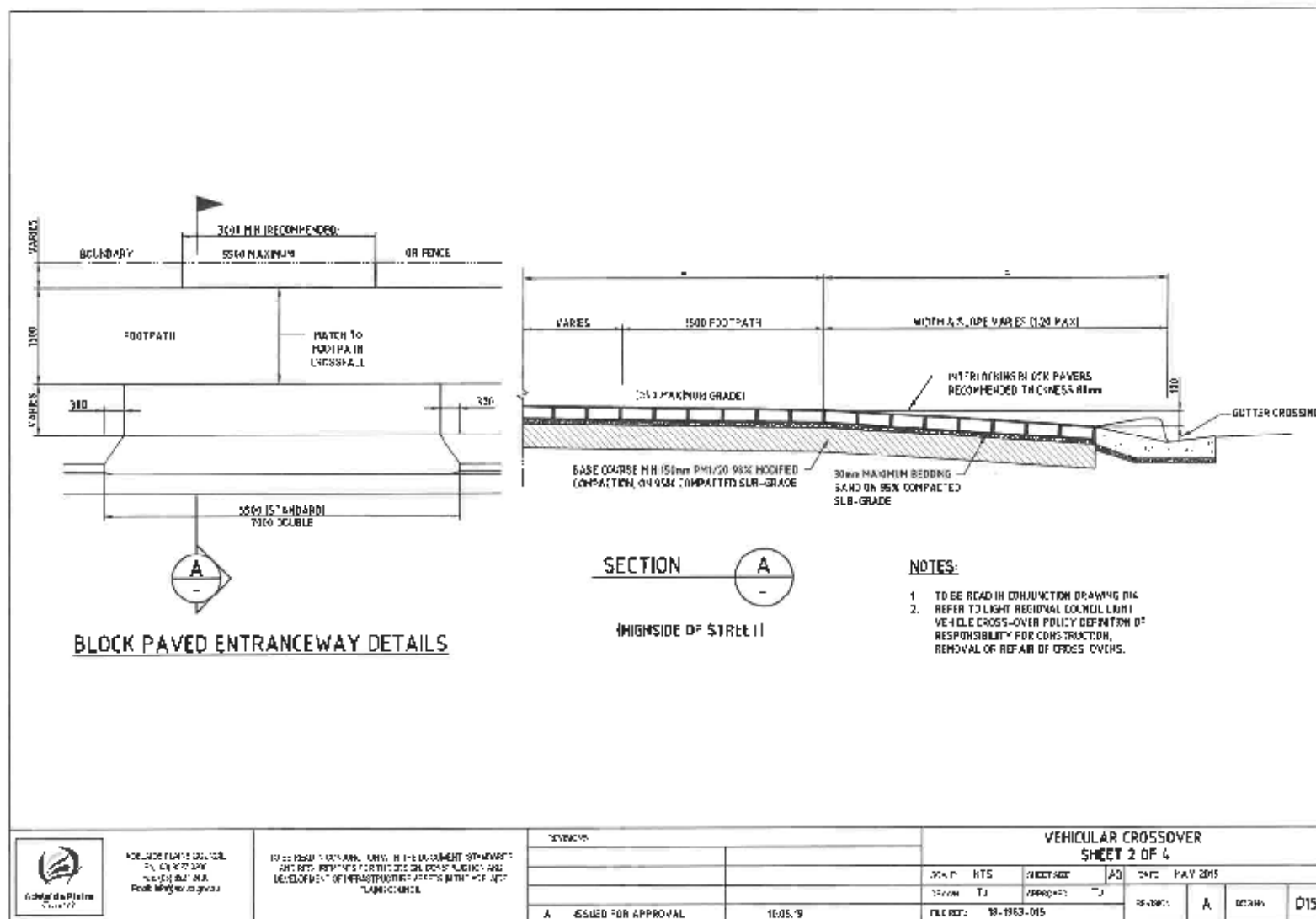
# D13 – Industrial Heavy Vehicle Crossover Above Medium Rigid Vehicle

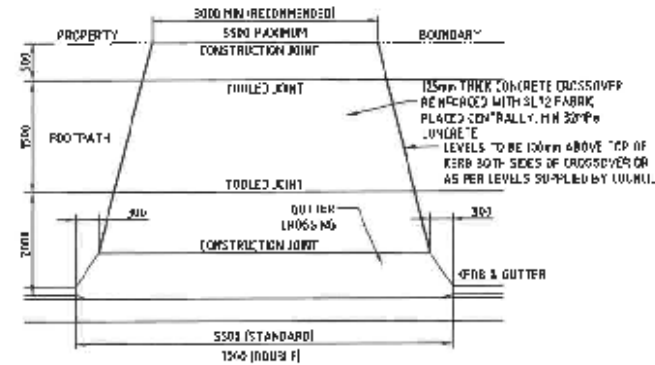


D14 – Vehicular Crossover, Sheet 1 of 4

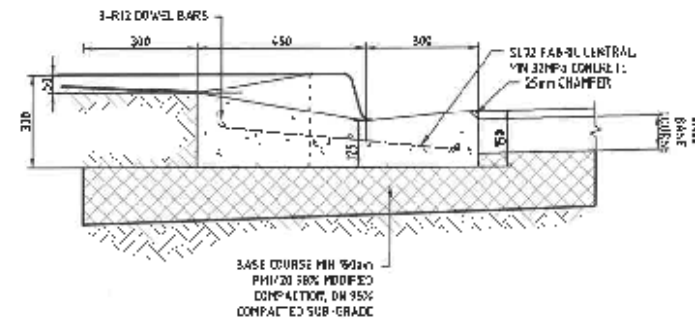


D15 – Vehicular Crossover, Sheet 2 of 4

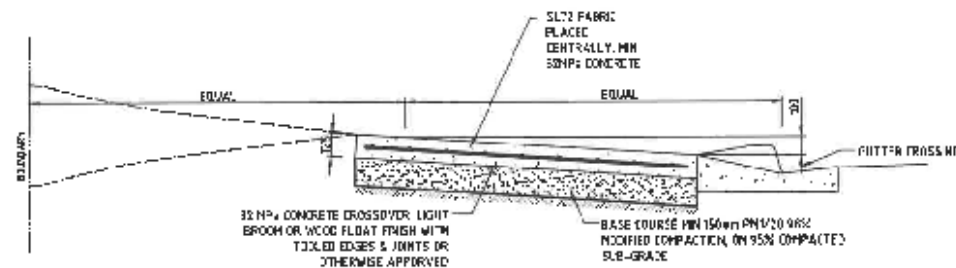





PLAN OF REINFORCED CONCRETE VEHICLE CROSS-OVER



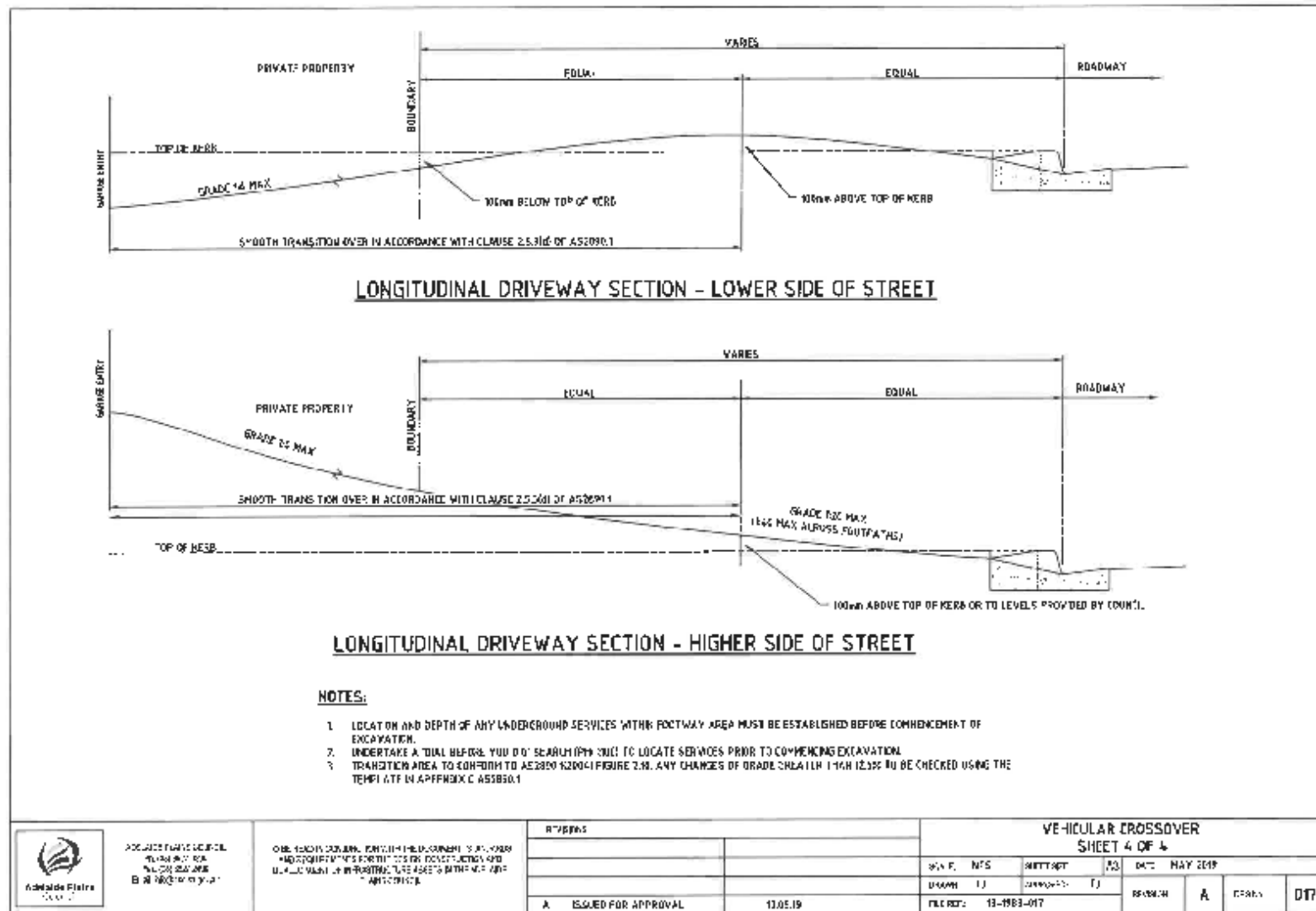
SECTIONAL DETAIL OF GUTTER CROSSING



SECTIONAL VIEW OF VEHICLE CROSSOVER

 <p>CITY OF PORT PHILLIP 1000 RUSSELL STREET PORT PHILLIP VIC 3207 03 9587 2200 www.portphillip.vic.gov.au</p>	CITY OF PORT PHILLIP 1000 RUSSELL STREET PORT PHILLIP VIC 3207 03 9587 2200 www.portphillip.vic.gov.au	THIS DRAWING IS A PRELIMINARY DESIGN AND IS NOT TO BE USED FOR CONSTRUCTION. THE DESIGN IS AN APPROXIMATE GUIDE ONLY. THE DESIGN IS NOT TO BE USED FOR CONSTRUCTION. THE DESIGN IS AN APPROXIMATE GUIDE ONLY.	REVISIONS		VEHICULAR CROSSOVER SHEET 3 OF 4						
					NO. OF HTS	SHEET NO	A3	DATE	MAY 2019		
					ISSUED TJ	APPROVED TJ					
			A	ISSUED FOR APPROVAL	10.05.19	FILE REF:	10-1943-116	REV 5/19	A	1:10	016

D17 – Vehicular Crossover, Sheet 4 of 4



**LEGEND:**

EXPANSION JOINT ———

TOOLED JOINT (REFER TO 5.3.2.10) - - - - -

**NOTES:**

- THIS DRAWING DETAILS DIMENSIONS FOR STANDARD RESIDENTIAL CROSSINGS ONLY.
- CROSSING WIDTHS EXCEEDING THE MAXIMUM ALLOWABLE WILL REQUIRE APPLICATION FOR SPECIAL CONSIDERATION.
- JOINTS AND DOWEL BARS ARE REQUIRED ON EITHER SIDE OF THE CROSSING. THE INTERFACE WITH THE CONCRETE FOOTPATH PROVISION SHALL BE MADE IN EXISTING CORNER 1:1 SLOPING BY MAKING HOLES TO A MINIMUM DEPTH OF 50mm AND INSERTING 12mm x 100mm LONG DOWEL BARS.
- AN APPROVED JOINT FILLER SHALL BE PLACED ON EITHER SIDE OF THE CROSSING AGAINST FOOTPATH SLABS. DOWEL BARS ARE TO HAVE AN APPROVED ROAD BREAKER APPLIED TO THE END OF THE BAR INSERTED INTO THE EXISTING CONCRETE FOOTPATH SECTION'S REFER 500M.
- ADDITIONAL TOOLED JOINT REQUIRED IF DISTANCE FROM BACK OF KERB TO FOOTPATH IS GREATER THAN 3000 AND SHALL BE PLACED AT THE MIDPOINT OF THE DISTANCE.
- THE MAXIMUM NUMBER OF CROSSINGS, WHERE ANY CROSSING EXCEEDS 2.6 METRES WIDTH SHALL BE ONE (1) CROSSING WITH THE MAXIMUM WIDTH OF THAT CROSSING TO BE 6.6 METRES. CROSSINGS TO ADJACENT PROPERTIES SHALL BE EITHER FULLY COMBINED, AND OF MAXIMUM WIDTH OF 6.6 METRES, OR ELSE HAVE A MINIMUM SEPARATION OF 9 METRES.
- FOOTPATHS OF 100mm THICKNESS ARE ACCEPTABLE ONLY WHERE THE LOTS ARE DEVELOPED ALREADY AND THE RISK OF SITE CONSTRUCTION DAMAGE IS NEGLIGIBLE. WHERE GREENFIELD SITES AND FUTURE HOUSING IS STILL TO BE DONE, THEN THE DEPTH OF THE FOOTPATH SHALL BE 150mm THROUGHOUT.
- IF REVERSE FALL IS REQUIRED, DESIGN OF VEHICLE CROSSOVER TO BE ON A SITE SPECIFIC BASIS.
- LOCATION AND DEPTH OF ANY UNDERGROUND SERVICES WITHIN FOOTWAY AREA MUST BE ESTABLISHED BEFORE COMMENCEMENT OF EXCAVATION.
- JUDICATE A DIAL BEFORE YOU DIG SEARCH (P99 1100) TO LOCATE SERVICES PRIOR TO COMMENCING EXCAVATION.
- TRANSITION AREA TO CONFORM TO AS2890.1 (2004) FIGURE 2.10. ANY CHANGES OF GRADE GREATER THAN 10% TO BE CHECKED USING THE TEMPLATE IN APPENDIX C AS2890.1.
- 4 MINIMUM 11 PARKING OF 1m MUST BE ACHIEVED FROM THE DRIVEWAY LINE TO ANY STREET ASSET. THIS INCLUDES STOP-SET TRIPS, LIGHT POLES, SIDE ENTRY PITS, PAVEMENT RAMPS AND LIGHT FIXTURES.

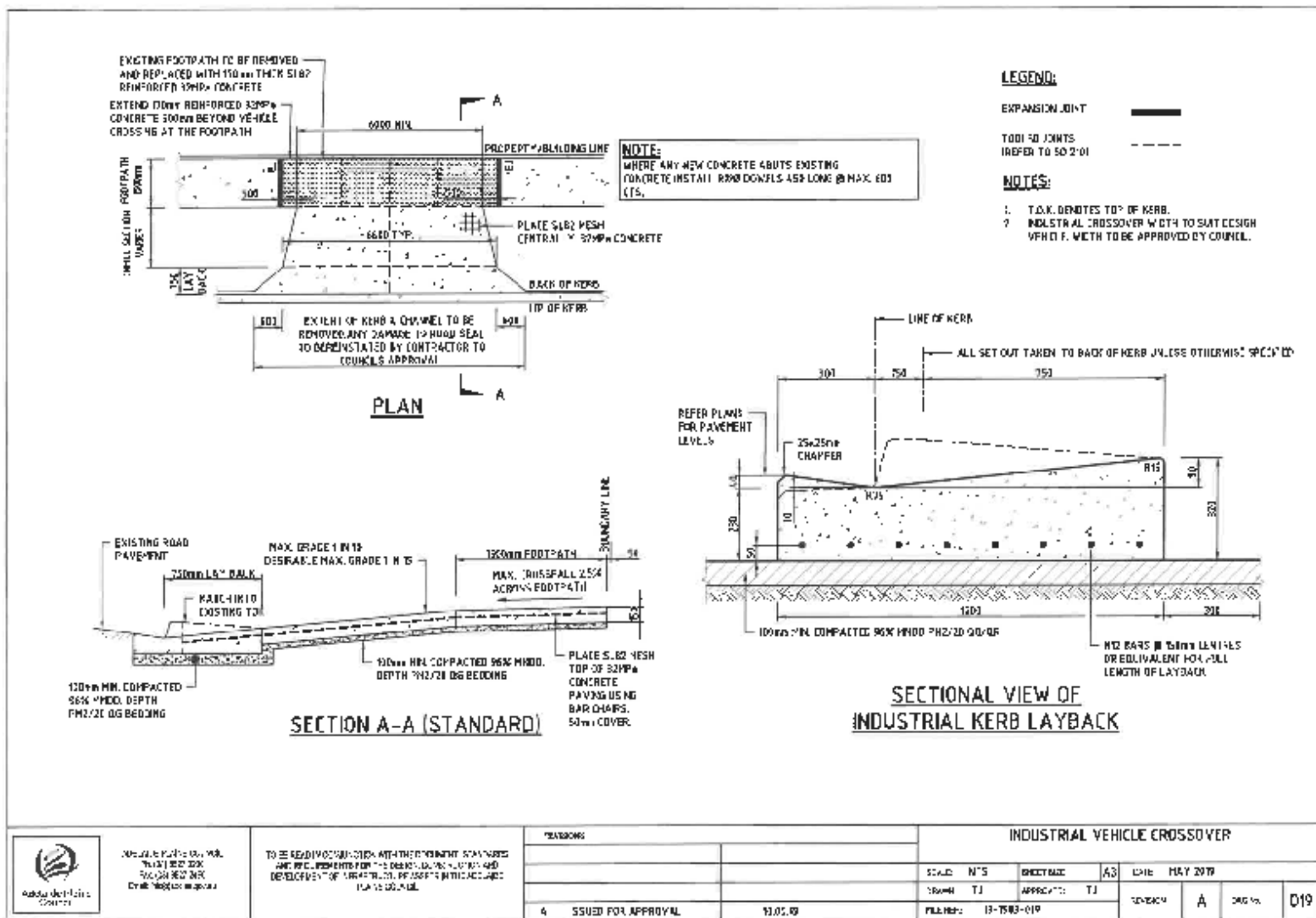
**PLAN**

**SECTION A-A**

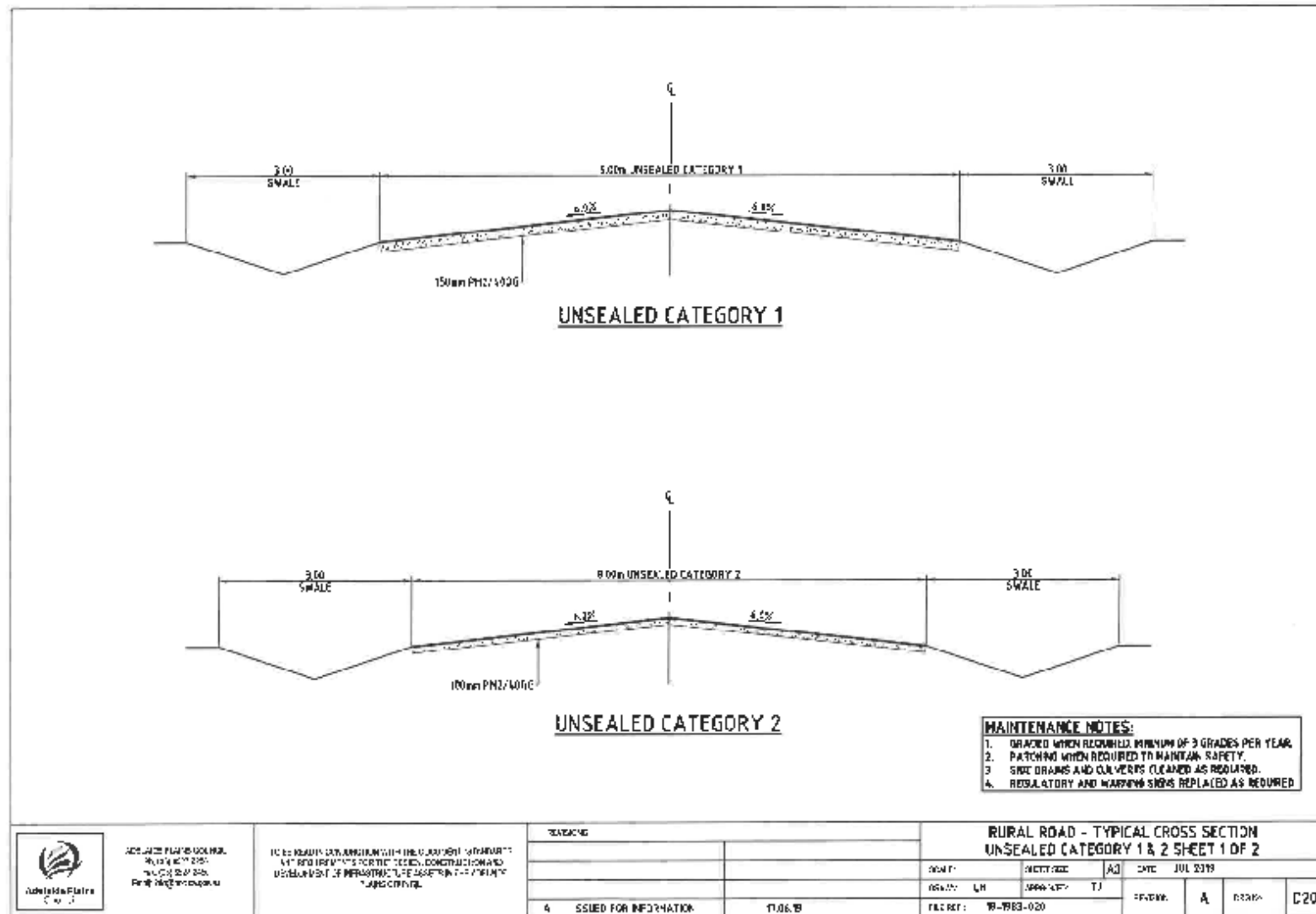
**SECTIONAL VIEW OF RESIDENTIAL KERB & LAYBACK**



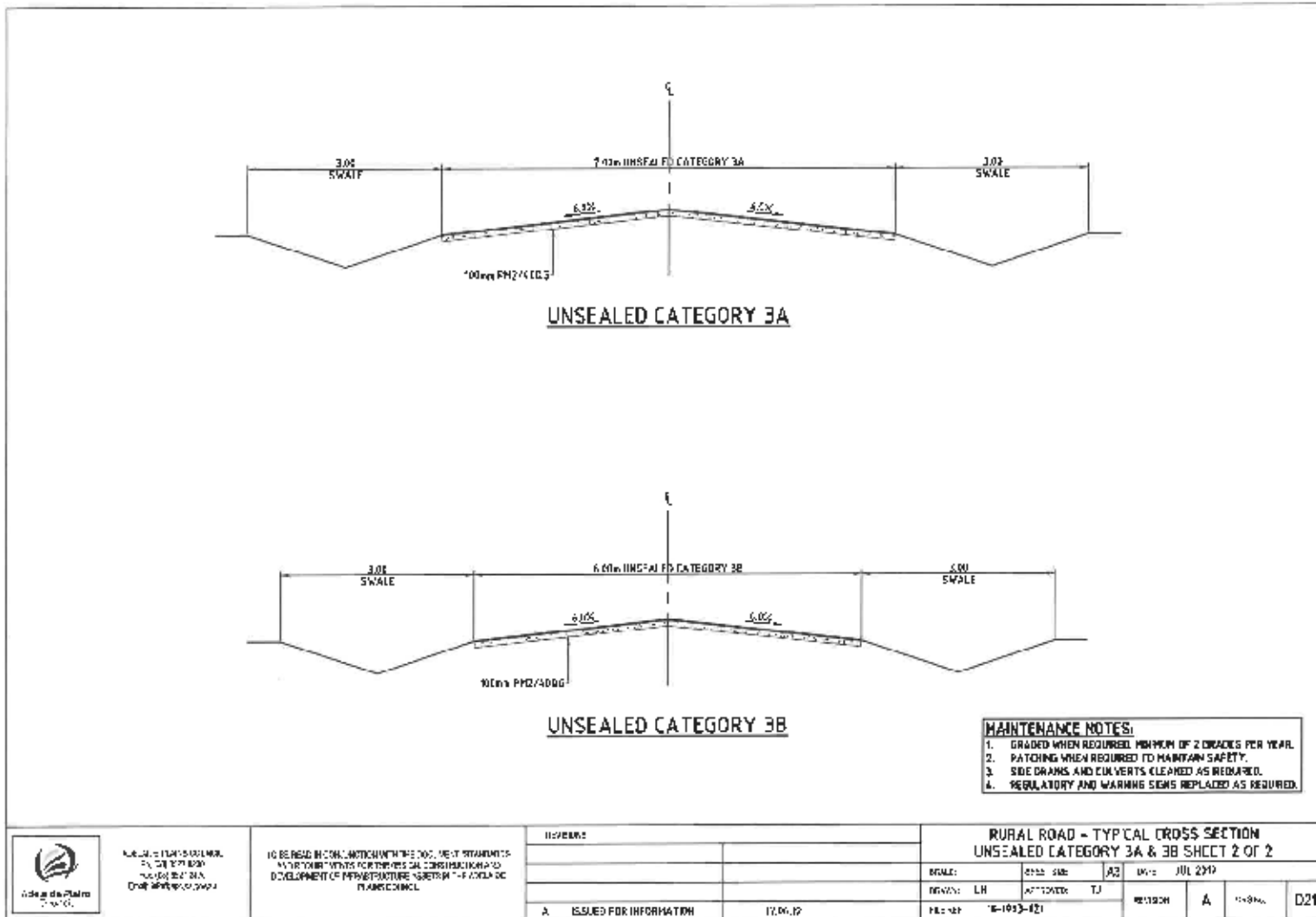
### D19 – Industrial Vehicle Crossover



**D20 – Rural Road, Unsealed Category 1 & 2**




**D21 – Rural Road, Unsealed Category 3A & 3B**

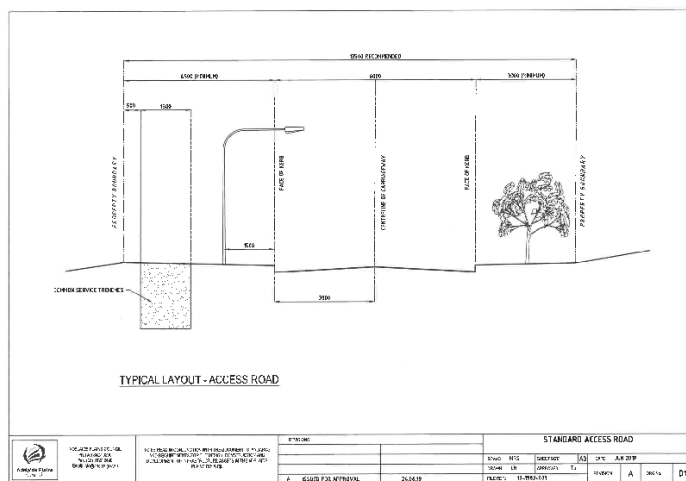


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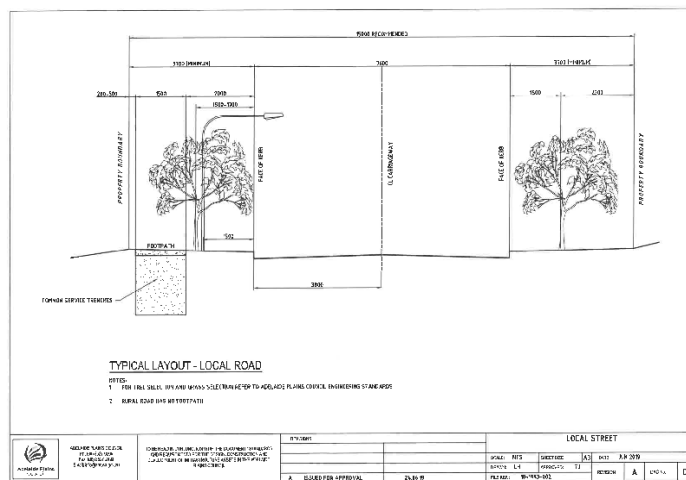
## Appendix F Descriptions - Sealed Road Designs & Unsealed Road Categories

D0		<p>Newly Constructed Rural Sealed Road Carriageway 9.2m – (Bitumen Seal 7.2m min)</p> 
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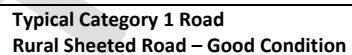
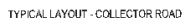
6m  
wide



7.6m  
wide



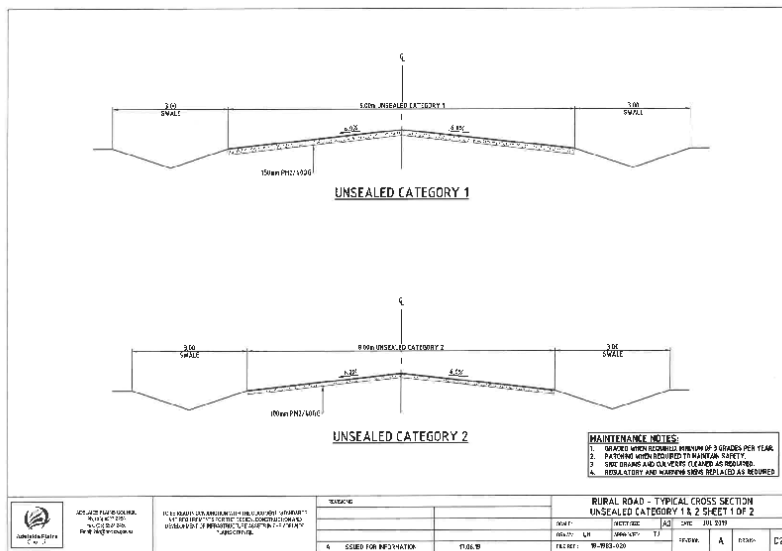
**11.0 -  
13.4m  
wide**



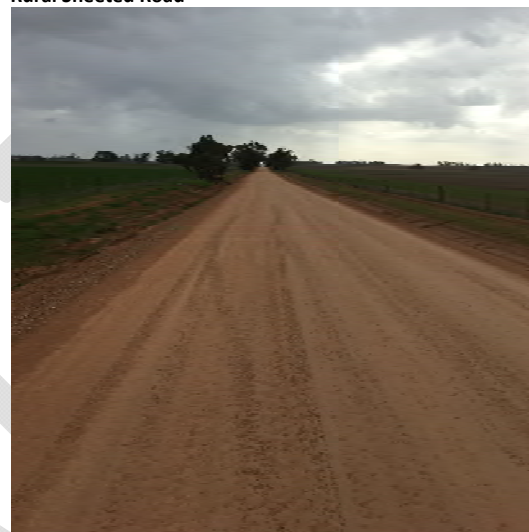
**Cat 1**  
**9m**  
**wide**

Cat 2

**8m  
wide**



Typical Category 2 Road  
Rural Sheeted Road

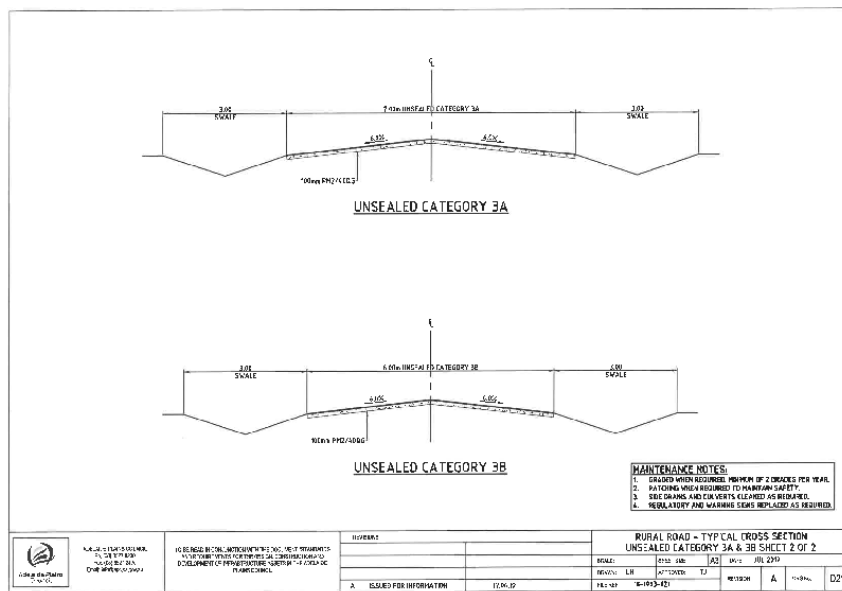




**Cat  
3-A  
7m  
wide**

Cat  
3-B  
6m  
wide

Cat  
3-C  
6m  
wide



**Typical Category 3-A Road**  
**Rural Sheeted Road Showing Signs of Wear and Developing of Patches**



<p><b>Cat 4-A</b></p> <p><b>various widths</b></p>	<p>No Design Required</p>	<p><b>Natural Formed Road</b></p> 
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# ASSET MANAGEMENT PLAN

## Buildings & Land

<b>Document Control</b>	<b>Asset Management Plan</b>
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Document ID :

<b>Rev No</b>	<b>Date</b>	<b>Revision Details</b>	<b>Author</b>	<b>Reviewer</b>	<b>Approver</b>
V1.11	June 2021	Develop Buildings & Land Infrastructure Asset Management Plan	IAC		
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## 1.0 Introduction

### 1.1 Background

This Asset Management Plan communicates the requirements for the sustainable delivery of services through management of assets, compliance with regulatory requirements, and required funding to provide the appropriate levels of service over the planning period.

The Asset Management Plan is to be read with Asset Management Policy and Asset Management Strategy, where developed, along with other key planning documents:

- Strategic Plan
- Annual Business Plan
- Long Term Financial Plan

Council own and manage 45 different buildings, 16 easements and 162 parcels of land. The building assets were split into complex and non-complex with the complex buildings collected at a detailed component level consisting of:

- Buildings
- Fit-outs
- Buildings Componentry (electrical, plumbing, roofing)
- Site Improvements
- Sub and Super Structures
- Land

Councils land, building assets are valued at either Level 2 (market value) or Level 3 (current replacement costs).

This Building Infrastructure Asset Management Plan provides for Councils building and land network and has been developed using an asset register which was digitised using historical plans and field collection during 2020. The register was valued as at 30 June 2020 and has been updated with 2021/2022 capital works to the value of \$80,000.

The infrastructure assets included in this plan have a total replacement value of \$28,478,471.94

Asset	Quantity	Renewal Value	Total Value
Buildings	45	\$2,771,072.00	\$2,771,072.00
Buildings Componentry, Electrical	19	\$1,163,552.60	\$1,163,552.60
Buildings Componentry, Plumbing	19	\$1,057,797.44	\$1,057,797.44
Buildings Componentry, Roof	19	\$692,990.76	\$692,990.76
Fit-Outs Buildings	19	\$3,421,705.48	\$3,421,705.48
Sub Structures	19	\$841,383.09	\$841,383.09
Super Structures	19	\$5,004,570.57	\$5,004,570.57
Land	162	\$13,285,000	\$13,285,000
Easements	16	\$240,400.00	\$240,400.00
<b>Total</b>			<b>\$28,478,471.94</b>

Key stakeholders in the preparation and implementation of this AM Plan are shown in Table 1.1.1

**Table 1.1.1: Key Stakeholders in the AM Plan**

Key Stakeholder	Role in Asset Management Plan
Residents and Ratepayers	<ul style="list-style-type: none"> <li>■ Ultimate beneficiaries of the AMP process</li> <li>■ Feedback collected throughout the year</li> <li>■ Annual satisfaction survey undertaken</li> </ul>
Insurers	<ul style="list-style-type: none"> <li>■ Local Government Mutual Liability Scheme</li> </ul>
Lessees	<ul style="list-style-type: none"> <li>■ Leases operating who provide feedback on services, and have a range of maintenance responsibilities</li> </ul>
State & Federal Government	<ul style="list-style-type: none"> <li>■ Responsible for awarding grants to Council and sporting groups</li> </ul>
Visitor / Tourists	<ul style="list-style-type: none"> <li>■ Regular satisfaction surveys undertaken, and feedback collected</li> </ul>
Council	<ul style="list-style-type: none"> <li>■ To act as custodians of community assets</li> <li>■ To set Asset Management Policy and vision</li> <li>■ Allocate resources to meet Council objectives in providing services while managing risks</li> </ul>
Executive Management Team	<ul style="list-style-type: none"> <li>■ Responsible for the development, management and review of an Asset Management Strategy, associated plans, practices and reporting on the status and effectiveness of Council's asset management</li> <li>■ To monitor and review the performance of employees in achieving the asset management strategy, plans and practices</li> <li>■ To ensure sufficient resources are applied to manage the assets to legislative requirements; and</li> <li>■ Accountable for the management of assets within their areas of responsibility</li> </ul>
Asset Manager and Staff	<ul style="list-style-type: none"> <li>■ To lead the development of the Asset Management Plans</li> <li>■ To develop and implement maintenance, renewal and capital works programs in accordance with the Asset Management Policy, Strategy, Plans, as well as budget allocations</li> <li>■ Develop Specific Management Plans (upgrade, renewal, maintenance, operations, disposal)</li> <li>■ To deliver levels of service to agreed risk and cost standards and expectations</li> <li>■ To report asset related risk and damage</li> <li>■ To establish and monitor asset compliance and risk inspection regimes</li> <li>■ To manage asset condition assessments</li> <li>■ To provide technical expertise to the Executive Management Team</li> </ul>



## 1.2 Goals and Objectives of Asset Ownership

Our goal for managing infrastructure assets is to meet the defined level of service (as amended from time to time) in the most cost effective manner for present and future consumers. The key elements of infrastructure asset management are:

- Providing a defined level of service and monitoring performance,
- Managing the impact of growth through demand management and infrastructure investment,
- Taking a lifecycle approach to developing cost-effective management strategies for the long-term that meet the defined level of service,
- Identifying, assessing and appropriately controlling risks, and
- Linking to a Long-Term Financial Plan which identifies required, affordable forecast costs and how it will be allocated.

Key elements of the planning framework are:

- Levels of service – specifies the services and levels of service to be provided,
- Risk Management,
- Future demand – how this will impact on future service delivery and how this is to be met,
- Lifecycle management – how to manage its existing and future assets to provide defined levels of service,
- Financial summary – what funds are required to provide the defined services,
- Asset management practices – how we manage provision of the services,
- Monitoring – how the plan will be monitored to ensure objectives are met,
- Asset management improvement plan – how we increase asset management maturity.

Other references to the benefits, fundamentals principles and objectives of asset management are:

- International Infrastructure Management Manual 2015 <sup>1</sup>
- ISO 55000<sup>2</sup>

A road map for preparing an AM Plan is shown below.

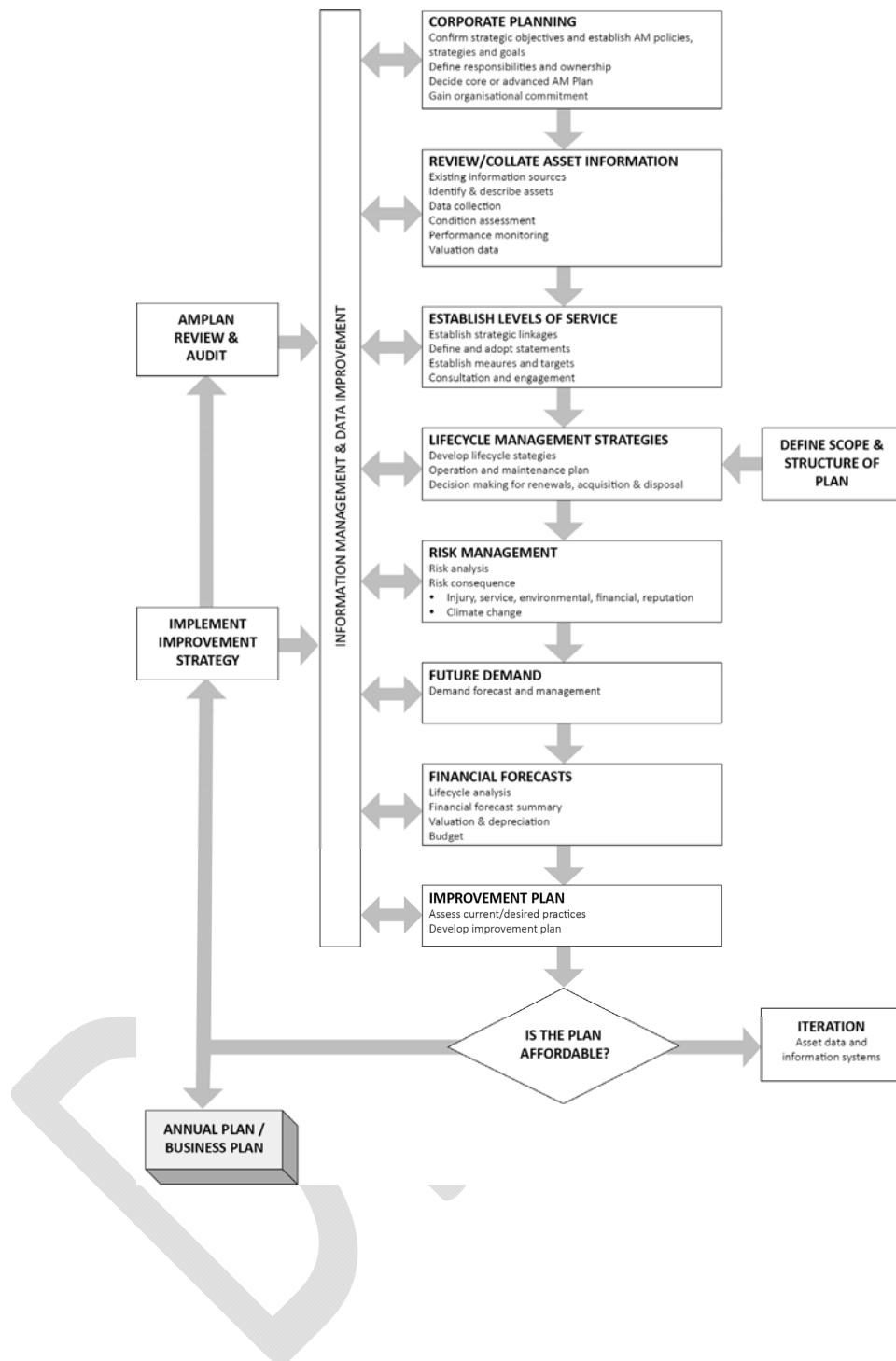
### ***Road Map for preparing an Asset Management Plan***

*Source: IPWEA, 2006, IIMM, Fig 1.5.1, p 1.11*

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<sup>1</sup> Based on IPWEA 2015 IIMM, Sec 2.1.3, p 2 | 13

<sup>2</sup> ISO 55000 Overview, principles and terminology



## 2.0 LEVELS OF SERVICE

The community generally expect that Council will have the necessary infrastructure and operation and maintenance practices in place to manage Councils Buildings and Land.

Levels of service relate to outcomes the customer receives in terms of quality, quantity, responsiveness and performance as provided by the asset, they area developed in line with Councils strategic and corporate goals and legislative requirements.

**Community Levels of Service** relates to the service outcomes that the community wants in terms of quality, quantity, responsiveness, amenity, safety and financing.

**Table 2.1.1 Community Levels of Service**

Key Performance Measure	Level of Service Objective	Performance Measure Process	Current Level of Service	Desired Level of Service
<b>CUSTOMER (COMMUNITY) LEVEL OF SERVICE</b>				
Quality	Fit for purpose and suitable for public use in today's legislative environment considering local community demands while being mindful of heritage aspects	Engagement with community associations  Customer feedback and customer service requests  Management/consultant reports  Building inspection	Report from user group and management committees  70% of buildings and improvements meet quality service level  Ongoing  Ongoing	Continuing to meet community expectations  100% of buildings and improvements meet quality service level  Compliance/growth requirements  Compliance/growth requirements
Function	Ensure buildings are functional for their current use	Engagement with community associations  Management/consultant reports	Report from user group and management committees  Ongoing	Continuing to meet community expectations  Compliance/growth requirements
Capacity / Utilisation)	Ensure buildings capacity is tailored to meet current and future trends in utilisation	Engagement with community associations    Management/consultant reports	Buildings and structure are currently utilised in accordance with community expectation.  Potential for greater utilisation exist  Ongoing	Buildings and structure are utilised in accordance with community expectation and buildings are fully utilised.  100% utilisation  Compliance/growth requirements

Safety	Ensure buildings are compliant and minimise risk to the community	Customer requests	Current managing requests in a timely manner	Managing requests in a timely manner
		Incident reports and near misses	Incident reports managed in a timely way	Continue to manage incident reports in a timely way and encourage reporting by users
		Building inspection	Proactive building inspections on a prescribed frequency i.e. fire control inspections	Proactive building inspections on a prescribed frequency

**Technical Levels of Service** support the community service levels and are operational or technical measures of performance. These technical measures relate to the allocation of resources to service activities that the Council undertakes to best achieve the desired community outcomes.

**Table 2.1.2 Technical Levels of Service**

TECHNICAL LEVEL OF SERVICE				
Operations	Building interiors are clean and hygienic consistent with their use	Ensuring clean and hygienic facilities meeting community expectations	All contracts in place  Customer requests received are minimal	All contracts in place  Customer requests are minimal
Maintenance	Proactive maintenance carried out to ensure buildings continue to fulfil function	Method of maintenance  Number of customer requests	Some proactive maintenance but the majority is reactive  50 recorded customer requests per year	Minimise reactive maintenance and plan for proactive maintenance  10 recorded customer requests per year
Compliance	Buildings are compliant with all legislated safety requirements and risk to employee and community safety is mitigated to an acceptable level	Buildings inspection process	Compliance contracts and checks in place  Buildings inspection process underway	Improved compliance contracts and checks in place  Annual building inspections coordinated and actioned

Renewal	Assets are renewed at an optimal time in their life-cycle	<p>Meet Councils requirements of the Strategic Plan 2020-2024</p> <p>10 year renewal plan defined and approved by Council, covered off in the IAMP and incorporated into the LTFP and annual budgeting</p>	Developed through the Buildings Infrastructure Asset Management Plan	<p>Meet requirements</p> <p>Improved 10 year plan based on detail condition inspection</p>
Upgrade	All required upgrades for compliance, safety and functionality are planned and implemented	<p>Meet Councils requirements of the Strategic Plan 2020-2024</p> <p>10 year renewal plan defined and approved by Council, covered off in the IAMP and incorporated into the LTFP and annual budgeting</p>	Developed through the Buildings Infrastructure Asset Management Plan.	<p>Meet requirements</p> <p>Improved 10 year plan based on detail condition inspection</p>

### 3.0 FUTURE DEMAND

#### 3.1 Demand Forecasts

Council's building and infrastructure supports its role as a service provider, together with the provision of spaces for community activities and recreation. During the life of this plan Council will conduct a review of the buildings and land assets in consultation with the community to determine the appropriate asset distribution and classification to meet current and future demands.

Factors affecting demand include changes in demographics, customer preferences & expectations and economic factors, etc. Demand factor trends and impacts on service delivery are summarised in Table 3.1.1.

**Table 3.1.1 Demand Factors, Projections and Impact on Services**

Demand Driver	Present Position	Projection	Impact of Services
Demographics	<p>Planned to accommodate for 19,358 by 2050.</p> <p>Since 2001, Council has had a greater proportion of the mature family demographic) people aged 5-17 years and 35 to 59 years) than Greater Adelaide.</p> <p>Between 2001 and 2016 the proportion of people aged between 60 and 84 years increased from 23.0% to 35.3%, and increase of 843 persons.</p> <p>(source, APC Strategic Plan 2020-2024)</p>	<p>Reliable forecasts suggest Adelaide Plans Council will have a high proportion of families and a growing proportion of population aged over 60 years at 2041. (source, APC Strategic Plan 2020-2024)</p>	<p>Changing nature of services delivered from facilities.</p> <p>Mobility considerations.</p> <p>Need to maintain facilities utilised by the younger population and families to support growth e.g. playgrounds and sports clubs.</p>
DDA compliance	<p>Accessibility to buildings is important for all users.</p>	<p>When upgrading of buildings to ensure Council meets DDA requirements and Council continues to monitor any changes to legislation.</p>	<p>Additional upgrade, renewal and maintenance costs to be allocated.</p>
Community Programmes and Hall Hire	<p>Building Facilities have several regular hirers.</p>	<p>Regular Hirer numbers to be maintained.</p>	<p>No impact better asset utilisation.</p>
Environmental impacts	<p>Buildings are constructed to withstand today's known environmental conditions and to meet today's environmental standards.</p>	<p>Greater requirements related to constructing buildings that are environmentally sustainable.</p>	<p>Higher costs associated with constructing buildings that are environmentally sustainable i.e. water retention/recycling, solar energy etc.</p>
Request for Sporting clubroom upgrades	<p>Annual assessment by Council staff using a matrix which determines the recreation/community</p>	<p>Clubs over time will approach Council requesting facilities.</p>	<p>Insufficient funds to improve every clubroom immediately.</p>

	benefits & building requirements of each Clubroom.	Council to develop an Open Space and Recreation Strategy 2022-23.	
Community facilities	Ancillary facilities such as public toilets and shelters are located at regional and district open space.	Increased public expectation for additional ancillary facilities at local and neighbourhood reserves.  Council to develop an Open Space and Recreation Strategy 2022-23.	Requiring whole of Life cost assessment.

### 3.2 Demand Impact and Demand Management Plan

Demand for new services will be managed through a combination of managing existing assets, upgrading of existing assets and providing new assets to meet demand and demand management. Council will determine the ability of the existing systems to manage increased requirements. Opportunities identified to date for demand management are shown in Table 3.1.2.

Further opportunities will be developed in future revisions of this asset management plan.

**Table 3.1.2 Demand Management Plan**

Service Activity	Demand Management Plan
Change in services	Further analysis of providing the service at current and target service levels.
	Managing existing assets through planned maintenance, renewal and upgrade.
	Providing new assets to meet demand.
	Communicate service levels to the community measured against current funding capacity.
	Disposal of assets determined surplus to requirements.
	Council growth to meet existing and new legislative demands.

## 4.0 LIFECYCLE MANAGEMENT PLAN

The lifecycle management plan details how the Council plans to manage and operate the assets at the agreed levels of service (Refer to Section 2) while managing life cycle costs.

### 4.1 Background Data

Adelaide Plains Council's Buildings and Land assets are located throughout several towns in the Council area.

- Buildings
- Fit-outs
- Buildings Componentry (electrical, plumbing, roofing)
- Sub and Super Structures
- Land

### 4.2 Asset Capacity and Performance

Council's services are generally provided to meet design standards where these are available. Locations where deficiencies in service performance are known are detailed in Table 4.2.1

**Table 4.2.1: Known Service Performance Deficiencies**

Assets	Service Deficiency
Future Demand	Providing new assets to meet demand.
Review of Asset Base	Disposal of assets determined surplus to requirements.
Office Space Requirements	Council growth to meet existing and new legislative demands.

The above service deficiencies were identified and are being considered and prioritised. Refer to above Demand Management Plan.

### 4.3 Asset Condition

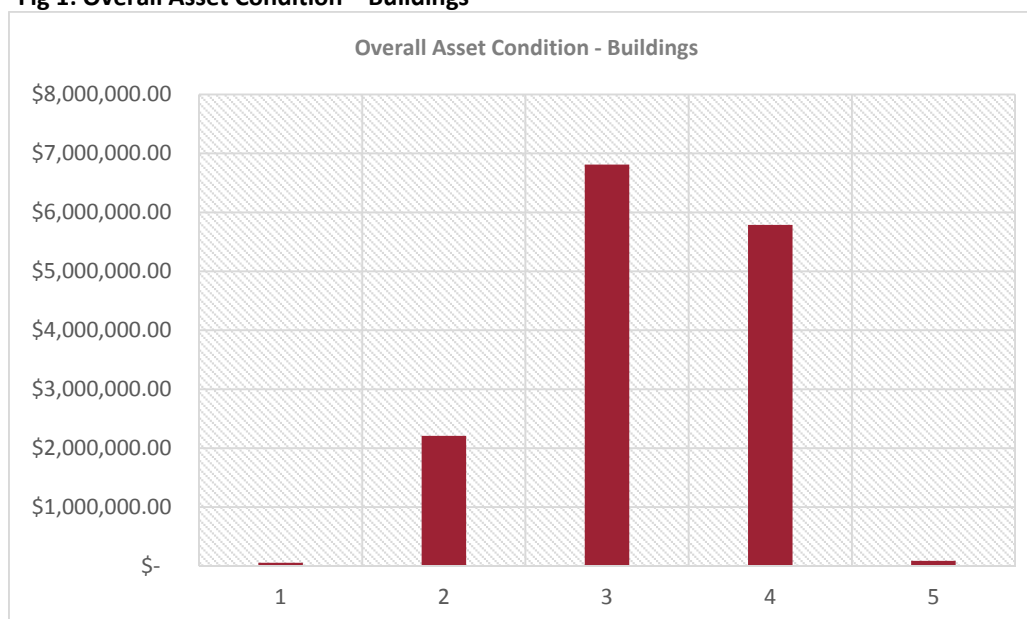
Condition is currently monitored via field collection of buildings and land at the time of asset revaluation.

Condition is measured using a 1 – 5 grading system<sup>3</sup> as detailed in Table 4.3.1. It is important that a consistent approach is used in reporting asset performance enabling effective decision support. A finer grading system may be used at a more specific level, however, for reporting in the AM plan results are translated to a 1 – 5 grading scale for ease of communication. Illustration showing the overall asset condition Figure 1.

<sup>3</sup> IPWEA, 2015, IIMM, Sec 2.5.4, p 2|80.



**Fig 1: Overall Asset Condition – Buildings**



As shown in Figure 1, approximately 15.2% of the building assets have a condition less than 2 with 45.5% at condition 3 the remaining 39.3% at condition 4 & 5.

Councils building network is being maintained through preventive treatments.

**Table 4.3.1: Condition Grading System**

Condition Grading	Description of Condition
1	<b>Very Good:</b> free of defects, only planned and/or routine maintenance required
2	<b>Good:</b> minor defects, increasing maintenance required plus planned maintenance
3	<b>Fair:</b> defects requiring regular and/or significant maintenance to reinstate service
4	<b>Poor:</b> significant defects, higher order cost intervention likely
5	<b>Very Poor:</b> physically unsound and/or beyond rehabilitation, immediate action required

The overall condition score and subsequent consumption of the building assets has been estimated based on a combination of available data such as age and the standard useful life of the asset.

**Table 4.3.2: Asset Standard Useful Lives**

Asset	Standard Useful Life
Building Various Types and Locations	50 – 100 years
Building - No Components	15 – 50 years
Building Electrical Component	32 - 80 years
Building Fit Out Component	20 – 50 years
Building Plumbing Component	32 – 80 years
Building Roof Component	32 – 80 years

Building Sub Structure Component	40 - 100 years
Building Super Structure Component	40 – 100 years

#### 4.4 Operations and Maintenance Plan

Operations include regular activities to provide services. Examples of typical operational activities include cleaning, street sweeping, asset inspection, and utility costs.

Maintenance includes all actions necessary for retaining an asset as near as practicable to an appropriate service condition including regular ongoing day-to-day work necessary to keep assets operating. Examples of typical maintenance activities include pipe repairs and cleaning.

The trend in operations and maintenance budgets are shown in Tables 4.4.1 and 4.4.2

**Table 4.4.1: Maintenance Budget Trends**

Year	Maintenance Budget \$
2019 - 2020	\$66,150 (Actual)
2020 - 2021	\$70,000 (Budget)
2021 - 2022	\$85,000 (Budget)

**Table 4.4.2: Operations Budget Trends**

Year	Operations Budget \$
2019 - 2020	\$221,500 (Actual)
2020 - 2021	\$231,228 (Budget)
2021 - 2022	\$238,489 (Budget)

Maintenance budget levels are considered to be adequate to meet projected service levels, which may be less than or equal to current service levels. Where maintenance budget allocations are such that they will result in a lesser level of service, the service consequences and service risks have been identified and are highlighted in this AM Plan and service risks considered in the Infrastructure Risk Management Plan.

#### 4.5 Renewal Plan

Renewal is major capital work which does not significantly alter the original service provided by the asset, but restores, rehabilitates, replaces or renews an existing asset to its original service potential. Work over and above restoring an asset to original service potential is considered to be an acquisition resulting in additional future operations and maintenance costs.

Assets requiring renewal are identified from one of two approaches in the Lifecycle Model.

- The first method uses Asset Register data to project the renewal costs (current replacement cost) and renewal timing (acquisition year plus updated useful life to determine the renewal year), or
- The second method uses an alternative approach to estimate the timing and cost of forecast renewal work (i.e. condition modelling system, staff judgement, average network renewals, or other).

The typical useful lives of assets used to develop projected asset renewal forecasts are shown in Table 4.5.1. Asset useful lives were last reviewed on 30 June 2020.

**Table 4.5.1: Useful Lives of Assets**

Asset	Standard Useful Life
Building Various Types and Locations	50 – 100 years
Building - No Components	15 – 50 years
Building Electrical Component	32 - 80 years
Building Fit Out Component	20 – 50 years
Building Plumbing Component	32 – 80 years
Building Roof Component	32 – 80 years
Building Sub Structure Component	40 - 100 years
Building Super Structure Component	40 – 100 years

The estimates for renewals in this AM Plan were based on Method 2.

#### 4.4.1 Renewal ranking criteria

Asset renewal is typically undertaken to either:

- Ensure the reliability of the existing infrastructure to deliver the service it was constructed to facilitate (e.g. replacing a bridge that has a 5 t load limit), or
- To ensure the infrastructure is of sufficient quality to meet the service requirements (e.g. condition of a playground).<sup>4</sup>

It is possible to prioritise renewals by identifying assets or asset groups that:

- Have a high consequence of failure,
- Have high use and subsequent impact on users would be significant,
- Have higher than expected operational or maintenance costs, and
- Have potential to reduce life cycle costs by replacement with a modern equivalent asset that would provide the equivalent service.<sup>5</sup>

The ranking criteria used to determine priority of identified renewal proposals is detailed in Table 4.5.2

**Table 4.5.2: Renewal Priority Ranking Criteria**

<sup>4</sup> IPWEA, 2015, IIMM, Sec 3.4.4, p 3|91.

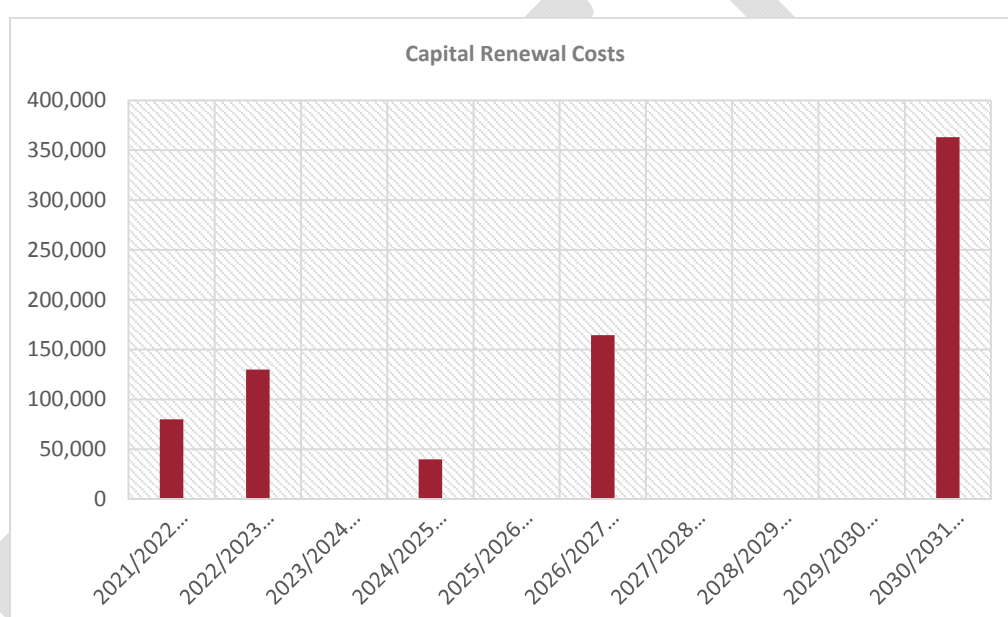
<sup>5</sup> Based on IPWEA, 2015, IIMM, Sec 3.4.5, p 3|97.

Criteria	Weighting
Asset Condition Rating 4 or 5	60
Risks – Residual risk high or extreme	20
Safety and Compliance	20
<b>Total</b>	<b>100%</b>

#### 4.5 Summary of future renewal costs

Forecast renewal costs are projected to increase over time if the asset stock increases. The forecast costs associated with renewals are shown relative to the proposed renewal budget in Figure 4.5.1. A detailed summary of the forecast renewal costs is shown in Appendix D.

**Figure 4.5.1 Forecast Renewal Costs**



All figure values are shown in current day dollars.

#### 4.6 Acquisition Plan

Acquisition reflects are new assets that did not previously exist or works which will upgrade or improve an existing asset beyond its existing capacity. They may result from growth, demand, social or environmental needs. Assets may also be donated, gifted to Council.

##### 4.6.1 Selection criteria

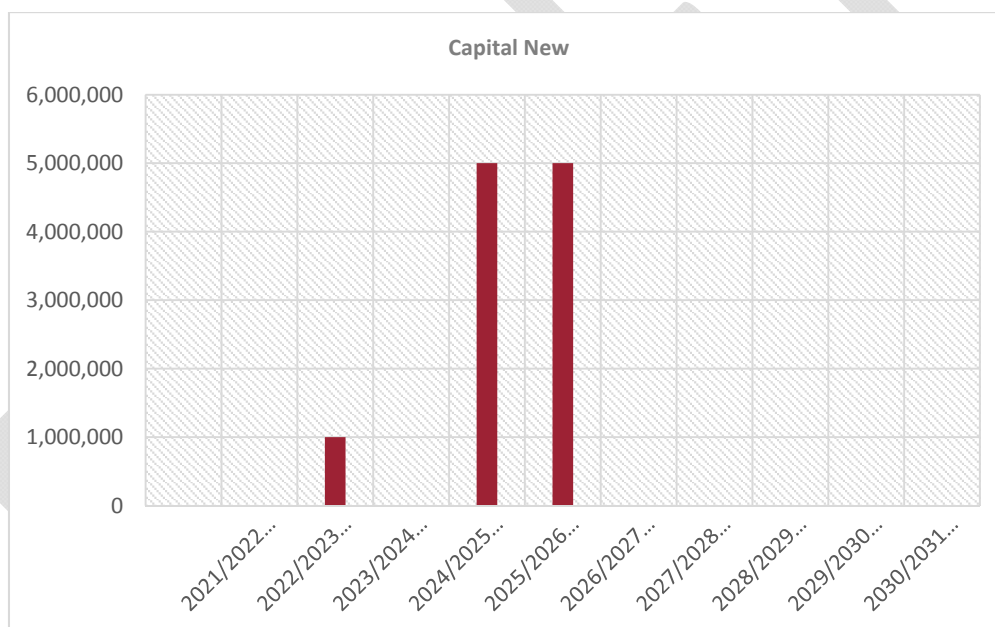
Proposed acquisition of new assets, and upgrade of existing assets, are identified from various sources such as community requests, proposals identified by strategic plans or partnerships with others. Potential upgrade and new works should be reviewed to verify that they are essential to the Entities needs. Proposed upgrade and new work analysis should also include the development of a preliminary renewal estimate to ensure that the services are sustainable over the longer term. Verified proposals can then be ranked by priority and available funds and scheduled in future works programmes. The priority ranking criteria is detailed in Table 4.6.1.1

**Table 4.6.1.1: Acquired Assets Priority Ranking Criteria**

Criteria	Weighting
Safety and Compliance	30
Risks – Residual risk high or extreme	30
Demand	40
<b>Total</b>	<b>100%</b>

**Summary of future asset acquisition costs**

Forecast acquisition asset costs are summarised / summarized in Figure 4.6.1.2 and shown relative to the proposed acquisition budget. The forecast acquisition capital works program is shown in Appendix A.

**Figure 4.6.1.2: Acquisition New (Constructed) Summary**

All figure values are shown in current day dollars.

**4.7 Disposal Plan**

Disposal includes any activity associated with the disposal of a decommissioned asset including sale, demolition or relocation. Assets identified for possible decommissioning and disposal are shown in Table 4.7.1. A summary of the disposal costs and estimated reductions in annual operations and maintenance of disposing of the assets are also outlined in Table 4.7.1. Any costs or revenue gained from asset disposals is included in the long-term financial plan.

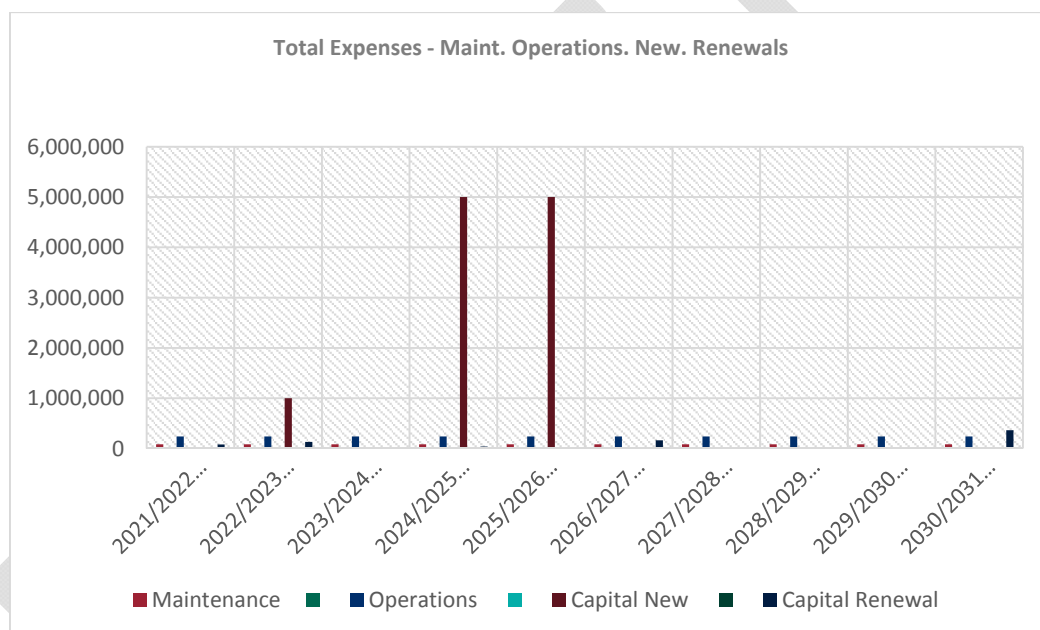
**Table 4.7.1: Assets Identified for Disposal**

Asset	Reason for Disposal	Timing	Disposal Costs	Operations & Maintenance Annual Savings
None Known	NA	NA	NA	NA
None Known	NA	NA	NA	NA

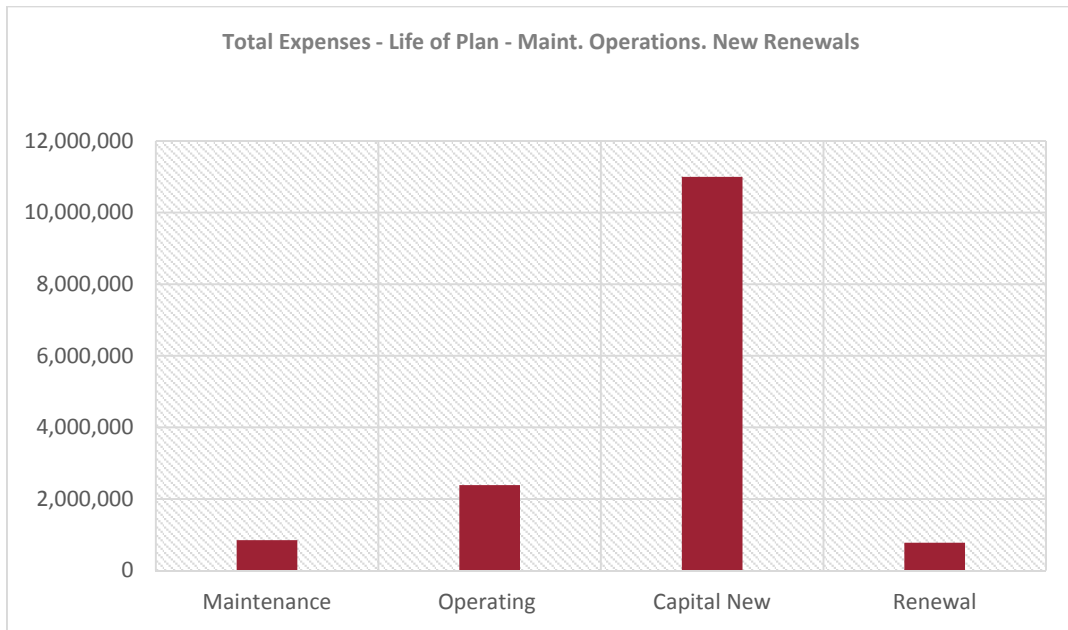
#### 4.8

#### Summary of asset forecast costs

The financial projections from this asset plan are shown in Figure 4.8.1. These projections include forecast costs for acquisition, operation, maintenance, renewal, and disposal. These forecast costs are shown relative to the proposed budget.

**Figure 4.8.1: Lifecycle Summary**

All figure values are shown in current day dollars.



All figure values are shown in current day dollars.

## 5.0 RISK MANAGEMENT PLANNING

The purpose of infrastructure risk management is to document the findings and recommendations resulting from the periodic identification, assessment and treatment of risks associated with providing services from infrastructure, using the fundamentals of International Standard ISO 31000:2018 Risk management – Principles and guidelines.

Risk Management is defined in ISO 31000:2018 as: ‘coordinated activities to direct and control with regard to risk’<sup>6</sup>.

An assessment of risks<sup>7</sup> associated with service delivery will identify risks that will result in loss or reduction in service, personal injury, environmental impacts, a ‘financial shock’, reputational impacts, or other consequences. The risk assessment process identifies credible risks, the likelihood of the risk event occurring, and the consequences should the event occur. The risk assessment should also include the development of a risk rating, evaluation of the risks and development of a risk treatment plan for those risks that are deemed to be non-acceptable.

### 5.1 Critical Assets

Critical assets are defined as those which have a high consequence of failure causing significant loss or reduction of service. Critical assets have been identified and along with their typical failure mode, and the impact on service delivery, are summarised in Table 5.1.1. Failure modes may include physical failure, collapse or essential service interruption.

**Table 5.1.1 Critical Assets**

Critical Asset(s)	Failure Mode	Impact
Buildings	Termite Damage	Significant repair or replacement of asset.
Buildings	Lack of General Up Keep and Maintenance (Property Deterioration)	Poor structural condition. Impact, not fit for purpose.

By identifying critical assets and failure modes an organisation can ensure that investigative activities, condition inspection programs, maintenance and capital expenditure plans are targeted at critical assets.

### 5.2 Risk Assessment

The risk management process used is shown in Figure 5.2.1 below.

It is an analysis and problem-solving technique designed to provide a logical process for the selection of treatment plans and management actions to protect the community against unacceptable risks.

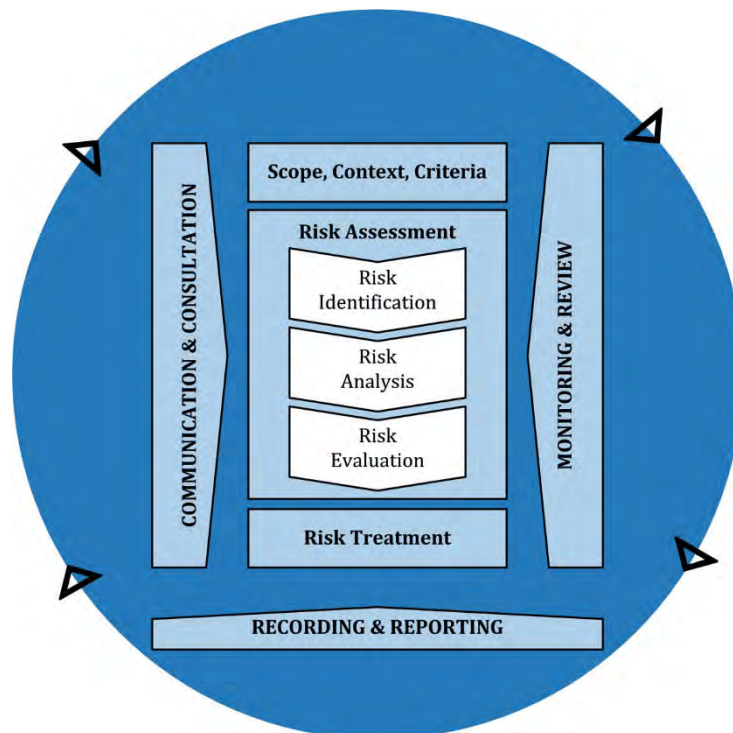
The process is based on the fundamentals of International Standard ISO 31000:2018.

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<sup>6</sup> ISO 31000:2009, p 2

<sup>7</sup> REPLACE with Reference to the Corporate or Infrastructure Risk Management Plan as the footnote





**Fig 5.2.1 Risk Management Process – Abridged**  
Source: ISO 31000:2018, Figure 1, p9

The risk assessment process identifies credible risks, the likelihood of the risk event occurring, the consequences should the event occur, development of a risk rating, evaluation of the risk and development of a risk treatment plan for non-acceptable risks.

An assessment of risks<sup>8</sup> associated with service delivery will identify risks that will result in loss or reduction in service, personal injury, environmental impacts, a 'financial shock', reputational impacts, or other consequences.

Critical risks are those assessed with 'Very High' (requiring immediate corrective action) and 'High' (requiring corrective action) risk ratings identified in the Infrastructure Risk Management Plan. The residual risk and treatment costs of implementing the selected treatment plan is shown in Table 5.2.2. It is essential that these critical risks and costs are reported to the Executive Management Team.

<sup>8</sup> REPLACE with Reference to the Corporate or Infrastructure Risk Management Plan as the footnote

**Table 5.2.2: Risks and Treatment Plans**

Service or Asset at Risk	What can Happen	Risk Rating (VH, H)	Risk Treatment Plan	Residual Risk *	Treatment Costs
Compliance	Future inspections to be carried out to ensure building compliance i.e. fire safety, disabled access, and roof access along with smoke detection and emergency lighting.	High	Undertake regular building inspections.	High	Recurrent budget requirements for maintenance inspections.
Building damage/destruction	Natural disaster. Vandalism. Pest and vermin. Lack of security. Inappropriate use.	Medium	Insurances. Pest control in place. Safety and fire inspections. Liaison with emergency services.	Medium	Recurrent budget for risk management controls.
Buildings structural failure	Insufficient maintenance and inspections.  Aged structure.	High	Some maintenance checks and inspections.	High	Ongoing budget requirements.

Note \* The residual risk is the risk remaining after the selected risk treatment plan is implemented.

### 5.3 Forecast Reliability and Confidence

The forecast costs, proposed budgets, and valuation projections in this AM Plan are based on the best available data. For effective asset and financial management, it is critical that the information is current and accurate. Data confidence is classified on a A - E level scale<sup>9</sup> in accordance with Table 5.3.1.

**Table 5.3.1: Data Confidence Grading System**

Confidence Grade	Description
A. Very High	Data based on sound records, procedures, investigations and analysis, documented properly and agreed as the best method of assessment. Dataset is complete and estimated to be accurate $\pm 2\%$
B. High	Data based on sound records, procedures, investigations and analysis, documented properly but has minor shortcomings, for example some of the data is old, some documentation is missing and/or reliance is placed on unconfirmed reports or some extrapolation. Dataset is complete and estimated to be accurate $\pm 10\%$
C. Medium	Data based on sound records, procedures, investigations and analysis which is incomplete or unsupported, or extrapolated from a limited sample for which grade A or

<sup>9</sup> IPWEA, 2015, IIMM, Table 2.4.6, p 2 | 71.

Confidence Grade	Description
	B data are available. Dataset is substantially complete but up to 50% is extrapolated data and accuracy estimated $\pm 25\%$
D. Low	Data is based on unconfirmed verbal reports and/or cursory inspections and analysis. Dataset may not be fully complete, and most data is estimated or extrapolated. Accuracy $\pm 40\%$
E. Very Low	None or very little data held.

The estimated confidence level for and reliability of data used in this AM Plan is shown in Table 5.3.2.

**Table 5.3.2: Data Confidence Assessment for Data used in AM Plan**

Data	Confidence Assessment	Comment
Demand drivers	Very High	Council trends available, Refer to Council Strategic Plan 2020-2024
Growth projections	Very High	Council trends available, refer to Council Strategic Plan 2020-2024
Acquisition forecast	Very High	Council trends available, refer to Council Strategic Plan 2020-2024. Align to LFTP – Capital Works Program
Operation forecast	High	Extrapolated from previous years
Maintenance forecast	High	Extrapolated from previous years
Renewal forecast - Asset values	Very High	Council trends available, refer to Council Strategic Plan 2020-2024. Align to LFTP – Capital Works Program
- Asset useful lives	Very High	Reviewed in accordance via revaluation schedule
- Condition modelling	Very High	Reviewed in accordance via revaluation schedule and condition ratings
Disposal forecast	N/A	N/A

The estimated confidence level for and reliability of data used in this AM Plan is considered to be Very High.

## 6.0 PLAN IMPROVEMENT AND MONITORING

### 6.1 Status of Asset Management Practices<sup>10</sup>

#### 6.1.1 Accounting and financial data sources

This AM Plan utilises accounting and financial data. The source of the data is Authority.

#### 6.1.2 Asset management data sources

This AM Plan also utilises asset management data. The source of the data is Conquest.

### 6.2 Improvement Plan

It is important that council recognise areas of their AM Plan and planning process that require future improvements to ensure effective asset management and informed decision making. The improvement plan generated from this AM Plan is shown in Table 6.2.1.

**Table 6.2.1: Improvement Plan**

Task	Task	Responsibility	Timeline
1	Annually review 10 year capital works program, renewals and new	Council Administration	October/November each year
2	Continue the development of buildings implementation plans	Council Administration/ Buildings Officer	As per asset condition assessment
3	Review service levels	Council Administration	As required
4	Review parcels of land for need and requirement	Council Administration	As required
5	Long Term Financial Plan and Asset Management Plan align	Council Administration	As required
6	Review & Document Asset Management Plan Risks	Council Administration	Ongoing

### 6.3 Monitoring and Review Procedures

This AM Plan will be reviewed during the annual budget planning process and revised to show any material changes in service levels, risks, forecast costs and proposed budgets as a result of budget decisions.

The AM Plan will be reviewed and updated annually to ensure it represents the current service level, asset values, forecast operations, maintenance, renewals, acquisition and asset disposal costs and planned budgets. These forecast costs and proposed budget are incorporated into the Long-Term Financial Plan or will be incorporated into the Long-Term Financial Plan once completed.

The AM Plan has a maximum life of 4 years and is due for complete revision and updating within 2 years of each council election.

### 6.4 Performance Measures

The effectiveness of this AM Plan can be measured in the following ways:

- The degree to which the required forecast costs identified in this AM Plan are incorporated into the long-term financial plan,

<sup>10</sup> ISO 55000 Refers to this as the Asset Management System

- The degree to which the 1-5 year detailed works programs, budgets, business plans and corporate structures consider the 'global' works program trends provided by the AM Plan,
- The Asset Renewal Funding Ratio achieving the Organisational target (this target is often 90 – 110%).

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## 7.0 REFERENCES

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- IPWEA, 2018, Practice Note 12.1, 'Climate Change Impacts on the Useful Life of Assets', Institute of Public Works Engineering Australasia, Sydney
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- IPWEA, 2014, Practice Note 8 – Levels of Service & Community Engagement, Institute of Public Works Engineering Australasia, Sydney, <https://www.ipwea.org/publications/ipweabookshop/practicenotes/pn8>
- ISO, 2014, ISO 55000:2014, Overview, principles and terminology
- ISO, 2018, ISO 31000:2018, Risk management – Guidelines
- Adelaide Plains Council Strategic Plan 2020 - 2024
- Adelaide Plains Council Annual Plan and Budget

## 8.0 APPENDICES

### Appendix A Acquisition Forecast (New)

FINANCIAL YEAR:	2021/20 22 \$	2022/20 23 \$	2023/20 24 \$	2024/20 25 \$	2025/20 26 \$	2026/20 27 \$	2027/20 28 \$	2028/20 29 \$	2029/20 30 \$	2030/20 31 \$	Total
<b>Building Capital New</b>											
Temp Accommodation allocation only	0	300,000	0	0	0	0	0	0	0	0	300,000
Office Accommodation Review Outcome - Preliminaries, Design, Consultation, Prudential Report	0	700,000	0	0	0	0	0	0	0	0	700,000
Office Accommodation Review Outcome (not sure of FY & cost, approval subject to Council resolution) allocation only	0	0	0	5,000,000	5,000,000	0	0	0	0	0	10,000,000
	0	1,000,000	0	5,000,000	5,000,000	0	0	0	0	0	11,000,000
<b>TOTAL BUILDING NEW</b>	<b>0</b>	<b>1,000,000</b>	<b>0</b>	<b>5,000,000</b>	<b>5,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11,000,000</b>

## Appendix B    Operation Forecast

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
Building Operating											
Water, Security, Power, Cleaning, Insurance	238,489	238,489	238,489	238,489	238,489	238,489	238,489	238,489	238,489	238,489	2,384,890
	238,489	238,489	238,489	238,489	238,489	238,489	238,489	238,489	238,489	238,489	2,384,890
<b>TOTAL BUILDING OPERATING</b>	<b>238,489</b>	<b>238,489</b>	<b>238,489</b>	<b>238,489</b>	<b>238,489</b>	<b>238,489</b>	<b>238,489</b>	<b>238,489</b>	<b>238,489</b>	<b>238,489</b>	<b>2,384,890</b>

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## Appendix C Maintenance Forecast

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
<b>Building Maintenance</b>											
<b>General Maintenance Requirements - Recurrent Cost</b>	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	850,000
	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	850,000
<b>TOTAL BUILDING MAINTENANCE</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>850,000</b>

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## Appendix D    Renewal Forecast Summary

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
<b>Buildings Capital Renewal</b>											
Mallala Oval - RSL – Fit out	0	0	0	0	0	160,000	0	0	0	0	160,000
Dublin Institute/Hall - Toilets	80,000	0	0	0	0	0	0	0	0	0	80,000
Two Wells Library - Electrical	0	0	0	0	0	0	0	0	0	93,000	93,000
Mallala Institute/ CWA - Fit out	0	0	0	0	0	0	0	0	0	270,000	270,000
Lewiston Wetlands Playground - Toilet Block	0	130,000	0	0	0	0	0	0	0	0	130,000
Mallala Office - Security System Upgrade (pending office accommodation outcome)	0	0	0	20,000	0	0	0	0	0	0	20,000
Two Wells Office - Security System Upgrade (pending office accommodation outcome)	0	0	0	20,000	0	0	0	0	0	0	20,000
Mallala Institute/CWA - Storage Shed	0	0	0	0	0	4,500	0	0	0	0	4,500
	80,000	130,000	0	40,000	0	164,500	0	0	0	363,000	777,500
<b>TOTAL BUILDINGS RENEWAL</b>	<b>80,000</b>	<b>130,000</b>	<b>0</b>	<b>40,000</b>	<b>0</b>	<b>164,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>363,000</b>	<b>777,500</b>



# ASSET MANAGEMENT PLAN

## Open Space

<b>Document Control</b>	<b>Asset Management Plan</b>
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Document ID :

<b>Rev No</b>	<b>Date</b>	<b>Revision Details</b>	<b>Author</b>	<b>Reviewer</b>	<b>Approver</b>
V1.11	July 2021	Develop Open Space Infrastructure Asset Management Plan	IAC		
V1.11	July 2021	For Review	IAC	GMEI EMT	EMT

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## 1.0 Introduction

### 1.1 Background

This Asset Management Plan communicates the requirements for the sustainable delivery of services through management of assets, compliance with regulatory requirements, and required funding to provide the appropriate levels of service over the planning period.

The Asset Management Plan is to be read with Asset Management Policy and Asset Management Strategy, where developed, along with other key planning documents:

- Strategic Plan
- Annual Business Plan
- Long Term Financial Plan

The Adelaide Plains Council has about 283 open space assets, incorporating parks and reserves, play equipment, sports lighting, shade sails, seating, retaining walls, drinking fountains, barbeques, shelters and cemeteries. The total value of Adelaide Plains Council Open Space portfolio is \$6,421,682.44 million. These range in condition and quality based on several factors including age and quality, its suitability to the physical environment (e.g. coastal or inland), usage, and asset maintenance program.

This Open Space Infrastructure Asset Management Plan provides for Councils Open Space network and has been developed using an asset register which was digitised using historical plans and field collection. The register was valued as at 30 June 2020 and has been updated with 2021/2022 capital works to the value of \$405,000.

The infrastructure assets included in this plan have a total replacement value of \$6,421,682.44 million.

Asset	Quantity	Renewal Value	Total Value
Landscaping Componentry i.e. Irrigation, Wetlands	12	\$702,889.57	\$702,889.57
Site Improvements, Componentry i.e. Netball/Tennis Courts, Seating, Lighting, BBQs, Play Equipment, Fencing etc..	226	\$4,828,598.60	\$4,828,598.60
Structures Componentry i.e. Shade Shelters, Shade Sails, Pergolas	45	\$890,194.27	\$890,194.27
<b>Total</b>			<b>\$6,421,682.44</b>

Key stakeholders in the preparation and implementation of this AM Plan are shown in Table 1.1.1

**Table 1.1.1: Key Stakeholders in the AM Plan**

Key Stakeholder	Role in Asset Management Plan
Residents and Ratepayers	<ul style="list-style-type: none"><li>▪ Ultimate beneficiaries of the AMP process</li><li>▪ Feedback collected throughout the year</li><li>▪ Annual satisfaction survey undertaken</li></ul>
Insurers	<ul style="list-style-type: none"><li>▪ Local Government Mutual Liability Scheme</li></ul>

Key Stakeholder	Role in Asset Management Plan
Lessees	<ul style="list-style-type: none"> <li>Leases operating who provide feedback on services, and have a range of maintenance responsibilities</li> </ul>
State & Federal Government	<ul style="list-style-type: none"> <li>Responsible for awarding grants to Council and sporting groups</li> </ul>
Visitor / Tourists	<ul style="list-style-type: none"> <li>Regular satisfaction surveys undertaken, and feedback collected</li> </ul>
Council	<ul style="list-style-type: none"> <li>To act as custodians of community assets</li> <li>To set Asset Management Policy and vision</li> <li>Allocate resources to meet Council objectives in providing services while managing risks</li> </ul>
Executive Management Team	<ul style="list-style-type: none"> <li>Responsible for the development, management and review of an Asset Management Strategy, associated plans, practices and reporting on the status and effectiveness of Council's asset management</li> <li>To monitor and review the performance of employees in achieving the asset management strategy, plans and practices</li> <li>To ensure sufficient resources are applied to manage the assets to legislative requirements; and</li> <li>Accountable for the management of assets within their areas of responsibility</li> </ul>
Asset Manager and Staff	<ul style="list-style-type: none"> <li>To lead the development of the Asset Management Plans</li> <li>To develop and implement maintenance, renewal and capital works programs in accordance with the Asset Management Policy, Strategy, Plans, as well as budget allocations</li> <li>Develop Specific Management Plans (upgrade, renewal, maintenance, operations, disposal)</li> <li>To deliver levels of service to agreed risk and cost standards and expectations</li> <li>To report asset related risk and damage</li> <li>To establish and monitor asset compliance and risk inspection regimes</li> <li>To manage asset condition assessments</li> <li>To provide technical expertise to the Executive Management Team</li> </ul>

## 1.2 Goals and Objectives of Asset Ownership

Our goal for managing infrastructure assets is to meet the defined level of service (as amended from time to time) in the most cost effective manner for present and future consumers. The key elements of infrastructure asset management are:

- Providing a defined level of service and monitoring performance,
- Managing the impact of growth through demand management and infrastructure investment,



- Taking a lifecycle approach to developing cost-effective management strategies for the long-term that meet the defined level of service,
- Identifying, assessing and appropriately controlling risks, and
- Linking to a Long-Term Financial Plan which identifies required, affordable forecast costs and how it will be allocated.

Key elements of the planning framework are:

- Levels of service – specifies the services and levels of service to be provided,
- Risk Management,
- Future demand – how this will impact on future service delivery and how this is to be met,
- Lifecycle management – how to manage its existing and future assets to provide defined levels of service,
- Financial summary – what funds are required to provide the defined services,
- Asset management practices – how we manage provision of the services,
- Monitoring – how the plan will be monitored to ensure objectives are met,
- Asset management improvement plan – how we increase asset management maturity.

Other references to the benefits, fundamentals principles and objectives of asset management are:

- International Infrastructure Management Manual 2015 <sup>1</sup>
- ISO 55000<sup>2</sup>

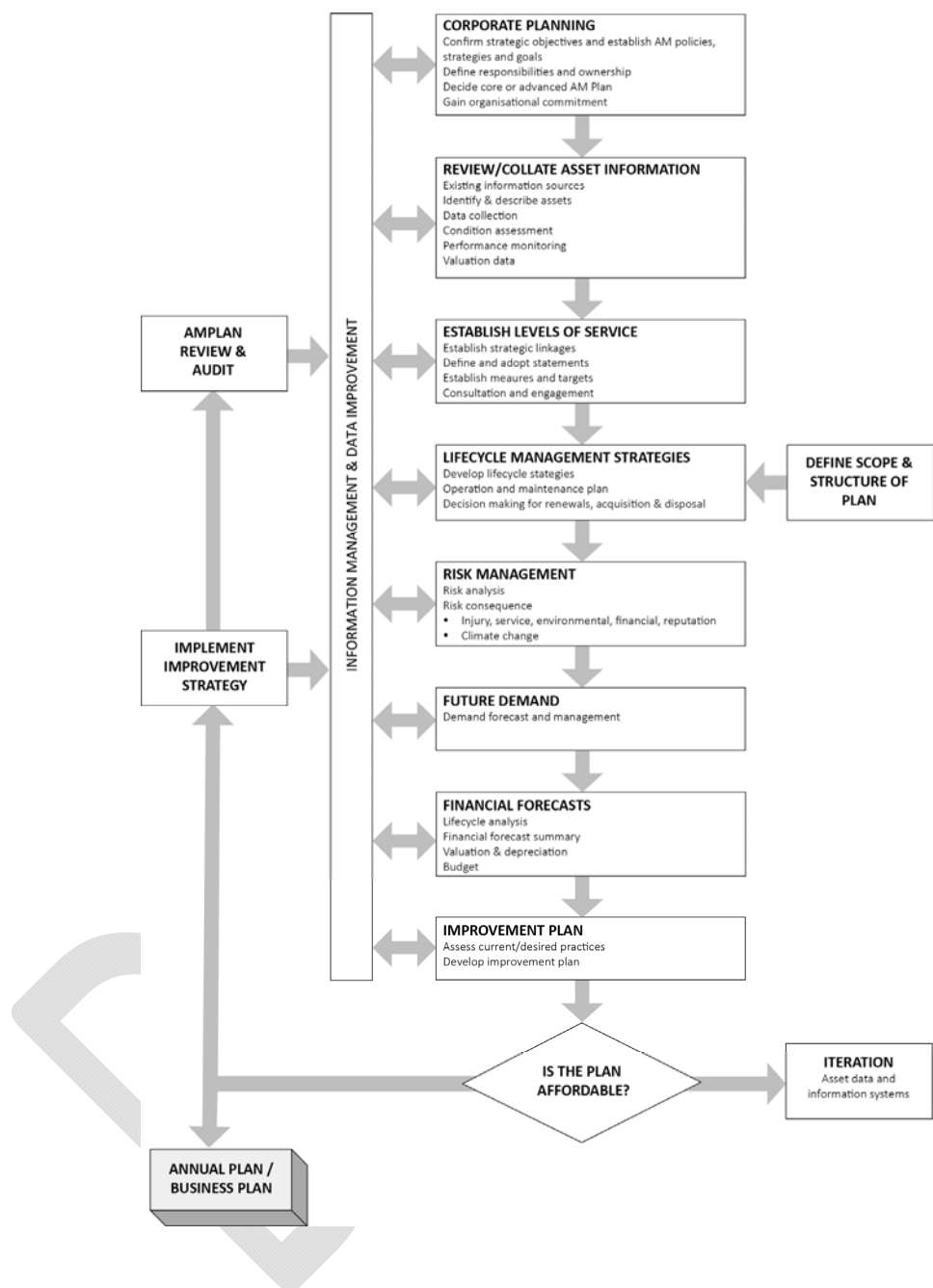
A road map for preparing an AM Plan is shown below.

#### ***Road Map for preparing an Asset Management Plan***

<sup>1</sup> Based on IPWEA 2015 IIMM, Sec 2.1.3, p 2 | 13

<sup>2</sup> ISO 55000 Overview, principles and terminology

Source: IPWEA, 2006, IIMM, Fig 1.5.1, p 1.11



## 2.0 LEVELS OF SERVICE

The community generally expect that Council will have the necessary infrastructure and operation and maintenance practices in place to manage Councils Open Space assets.

Levels of service relate to outcomes the customer receives in terms of quality, quantity, responsiveness and performance as provided by the asset, they are developed in line with Councils strategic and corporate goals and legislative requirements. Level of service delivery are summarised in Table 2.1.1 Community Levels of Service, Table 2.1.2 Technical Levels of Service and Table 2.1.3 Operational Standards Levels of Service.

**Community Levels of Service** relates to the service outcomes that the community wants in terms of quality, quantity, responsiveness, amenity, safety and financing.

**Table 2.1.1 Community Levels of Service**

Key Performance Measure	Level of Service Objective	Performance Measure Process	Current Level of Service	Desired Level of Service
<b>CUSTOMER (COMMUNITY) LEVEL OF SERVICE</b>				
Quality	Open Space assets are damage free and clean	Community survey FY2021/22  Number of customer requests	Not known at this time  50 recorded customer requests per year	7 or above – community satisfaction survey result  10 recorded customer requests per year
Function	Provide opportunities for sports, recreation and enjoyment	Community survey FY2021/22	Not known at this time	7 or above – community satisfaction survey result
Capacity	Assets designed to cater for current and future demand  Community participation	Review of usage data and need  Community survey FY2021/22	Building capacity is being assessed in the lead up to major renewal or new projects  Not known at this time	Building capacity is being assessed in the lead up to major renewal or new projects  7 or above – community satisfaction survey result
Safety	Facilities and free from hazards and accessible to all groups  Provide safe suitable facilities free from hazards	Number of incidents/injury reports  Average number of safety defects per asset. Legislative compliance	1 recorded customer requests per year  Report findings and action requirements	0 recorded customer requests per year  Report findings and action requirements within budget allocation

			within budget allocation	
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**Technical Levels of Service** support the community service levels and are operational or technical measures of performance. These technical measures relate to the allocation of resources to service activities that the Council undertakes to best achieve the desired community outcomes.

**Table 2.1.2 Technical Levels of Service**

Key Performance Measure	Level of Service Objective	Performance Measure Process	Current Level of Service	Desired Level of Service
<b>TECHNICAL LEVEL OF SERVICE</b>				
Condition	Ensuring the physical state of the open space assets are in a serviceable condition	Ongoing maintenance or capital renewal of assets	Report findings and action requirements within budget allocation	Report findings and action requirements within budget allocation
Capacity	Assets have the capacity to meet community demand	Community survey FY2021/22  Develop an Open Space Recreation Strategy with community engagement and input	Not known at this time  Future budget allocation provided FY2022/23. Referenced in Open Space Infrastructure Asset Management Plan	7 or above – community satisfaction survey result  Implement outcomes from the Open Space Recreation Strategy
Safety	Open Space assets are safe and free of hazards	Legislative compliance for play equipment, asbestos, lead meeting EPA standards	Report findings and action requirements within budget allocation	Report findings and action requirements within budget allocation
Accessibility	Facilities are accessible to all	Compliance with Disability Discrimination Act (DDA), upgrading assets to meet standards	100%	100%

**Table 2.1.3 Operational Standards Levels of Service**

Descriptor	Class-A	Class-B	Class-C	Class-D	Class-E
Water	Lawns during summer	Summer lawn areas as required	Limited or no lawn irrigation	No lawn irrigation	No Lawn irrigation
	Trees and shrubs as required, drip irrigation to be installed where possible	Trees and shrubs as required, drip irrigation to be installed where possible	Hand water new revegetation areas	Hand water new revegetation areas	Hand water new revegetation areas, first summer only
	Read meters MONTHLY to monitor water use to adhere to water budgets	Read meters MONTHLY to monitor water use to adhere to water budgets	Check meter readings every 6 Months, unless turf irrigated then Monthly	Check meter readings every January and July if present	No water meters
Irrigation Systems	Repair sprinklers, valves and pipes as required	Repair sprinklers, valves and pipes as required	No/limited sprinklers systems, check taps/valves if present	No irrigation systems	No irrigation systems
	Sprinkler checks monthly Nov-Feb	Sprinkler checks monthly Nov-Feb	No/limited sprinklers	No sprinklers	No sprinklers
Mowing	Grass height between 80-100mm covering 30% of turf area	Grass height between 80-100mm covering 30 - 50% of turf area	Seasonally dependent especially on reserves with waterways and drains. Grass height between 100mm - 150mm covering >50% Reserve	Seasonally dependent particularly on reserves with waterways and drains. Grass height at ≥ 150mm covering >50% of Reserve	Seasonal mowing for firebreaks, grass height >150mm
<b>Note 1:</b> Mowing may be deferred if a community event is scheduled, this is to reduce the impact on the turfs health. <b>Note 2:</b> Slashing may be deferred for Class D & E reserves to allow native grasses to seed.					
Edging	Every 2-4 weeks or as required	Every Month	No edging, unless sloping sites	No edging	No edging
Brush Cutting	Around signage, furniture, structures every 1-2 weeks	Around signage, furniture, structures, path edges every 2-4 weeks	Around signs, furniture, path edges, drain heads every 4 weeks	Around signs, path edges and drain heads every 2 months or as season requires	Around revegetation sites, drain heads & fence lines-seasonal

Poisoning	Around garden bed edges, base of trees, footpaths	Lawn edges, garden bed edges, base of trees, footpath surfaces, path edges	Bi-monthly around reserves, fence lines, obstacles, trees, walkways, steps; pest plants as required	Pest plants as required, path edges	Control environmental weeds and spray around new seedlings/revegetation sites
	Check fortnightly - seasonally dependent	Check monthly - seasonally dependent	Spray around new seedlings/revegetation sites	Spray around new seedlings/revegetation sites	Vertebrate pest control when necessary
Pruning / Spraying	Trees and shrubs as required to maintain tidy appearance and for plant health	Trees and shrubs as required	Prune damaged or hazardous branches	Prune damaged or hazardous branches	Pruning only for safety or vehicle access or fire hazard reduction
	Roses in winter and spent flowers as required	Roses in winter and remove flowers as they fade			
Hand Weed	Roses and garden beds where spraying not appropriate - check weekly	Roses and garden beds where spraying not appropriate - check every 2 weeks	No garden beds, spray where possible, some hand weeding of seedlings as required	No garden beds, spray where possible, some hand weeding of seedlings as required	Some hand weeding of seedlings as required
Dig, Plant, Maintain	Annual beds	Annual beds			Not applicable
Plant	Replacements as necessary and for improvements	Replacements as necessary and for improvements	Revegetation and screen plantings in winter	Trees/shrubs - screening and resident request	Trees/shrubs as per environmental and biodiversity planning and programmes
Fertilise	Turf/lawns Autumn and Spring	Lawns in Spring	No/limited fertilising	No fertilising	No fertilising
Top Dress	Lawns/turf to ensure even surfaces throughout	Top dress high traffic or damaged areas as necessary	Uneven surfaces for public safety & mower safety as required	Roll rough or stony areas that are mown	No top dressing
Maintain Assets and Play Equipment	Playground equipment in safe condition (Weekly Monitoring Inspections)	Playground equipment in safe condition (Weekly Monitoring Inspections)	Playground Equipment in a safe condition (Fortnightly Monitoring Inspections)		
	Furniture (seats, tables, bins, barbecues)	Furniture (seats, tables, bins, barbecues)			

	Structures (e.g. shelters, rotundas, toilets/change rooms)	Structures (e.g. shelters, rotundas, toilets/change rooms)	Few or no structures to maintain	Little or no structures to maintain	Little or no structures to maintain
	Monthly inspection of all pathways, footbridges and walking trails in safe to easily accessible state	Monthly inspection of all pathways, footbridges and walking trails in safe to easily accessible state	Safe walkways by repairs to footpaths, walkways, steps, post and rail fences & hand rails as required	Check and maintain walkways/footpaths	Check and maintain walkways/fence lines
Hand Litter Pick Up	Daily to twice weekly (June, July, August)	Daily (Dec, Jan, Feb) - Weekly (May, June, July)	Check Monthly	Pick up as required	Pick up as required
Vandalism/ Repairs	Inspect & access within 24hrs Mon to Fri, carry out ASAP depending on damage/vandalism & required materials	Inspect & access within 24hrs Mon to Fri, carry out ASAP depending on damage/vandalism & required materials	Inspect & Access within 48hrs Mon to Fri, carry out ASAP depending on damage/vandalism & required materials	For safety if required or programmed	For safety if required or programmed

Note: Refer to Appendix E - Reserves & Parks Operational Maintenance Classifications

## 3.0 FUTURE DEMAND

### 3.1 Demand Forecasts

Council's open space infrastructure supports its role as a service provider, together with the provision of spaces for community activities and recreation. During the life of this plan Council will conduct a review of its open space assets in consultation with the community to determine the appropriate asset distribution and classification to meet current and future demands.

Factors affecting demand include changes in demographics, customer preferences and expectations and economic factors, etc. Demand factor trends and impacts on service delivery are summarised in Table 3.1.1.

**Table 3.1.1 Demand Factors, Projections and Impact on Services**

Demand Driver	Present Position	Projection	Impact of Services
Demographics	<p>Planned to accommodate for 19,358 by 2050.</p> <p>Since 2001, Council has had a greater proportion of the mature family demographic) people aged 5-17 years and 35 to 59 years) than Grater Adelaide.</p> <p>Between 2001 and 2016 the proportion of people aged between 60 and 84 years increased from 23.0% to 35.3%, and increase of 843 persons.</p> <p>(source, APC Strategic Plan 2020-2024)</p>	<p>Reliable forecasts suggest Adelaide Plans Council will have a high proportion of families and a growing proportion of population aged over 60 years at 2041. (source, APC Strategic Plan 2020-2024)</p>	<p>Changing nature of services delivered from facilities.</p> <p>Mobility considerations.</p> <p>Need to maintain facilities utilised by the younger population and families to support growth e.g. playgrounds.</p>
DDA compliance	<p>Accessibility to open space assets is important for all users.</p>	<p>When upgrading of open space assets to ensure Council meets DDA requirements and Council continues to monitor any changes to legislation.</p>	<p>Additional upgrade, renewal and maintenance costs to be allocated.</p>
Climate/environmental changes	<p>Exponential severe weather events to continue based on current trends.</p>	<p>Assets not reaching their stated useful lives due to lack of consideration of climate change.</p>	<p>Higher costs associated with construction methods that are environmentally sustainable.</p>
Community facilities	<p>Open Space assets such as seating and playgrounds are located in appropriate areas.</p>	<p>Increased public expectation for additional open space facilities.</p>	<p>Requiring whole of Life cost assessment.</p>



		Develop an Open Space and Recreation Strategy 2022-23	
Technology change	Trends showing smart cities/townships creating services through smart technology.	Operating and maintenance costs can be reduced with the application of smart technology. Reduced water, power and waste consumption with all be a direct benefit to the environment.	Level of service improvements for parks, reserves will impact our maintenance and renewal programs.

### 3.2 Demand Impact and Demand Management Plan

Demand for new services will be managed through a combination of managing existing assets, upgrading of existing assets and providing new assets to meet demand and demand management. Council will determine the ability of the existing systems to manage increased requirements. Opportunities identified to date for demand management are shown in Table 3.1.2.

Further opportunities will be developed in future revisions of this asset management plan.

**Table 3.1.2 Demand Management Plan**

Service Activity	Demand Management Plan
Change in services	Further analysis of providing the service at current and target service levels.
	Managing existing assets through planned maintenance, renewal and upgrade.
	Providing new assets to meet demand.
	Communicate service levels to the community measured against current funding capacity.
	Greater budget allocation to cater for developers gifted assets i.e. lawned/grassed areas in parks and verges, playground/equipment, trees, seating and bin enclosures.
	Develop Open Space Recreation Strategy and Action Plan FY2022/23

## 4.0 LIFECYCLE MANAGEMENT PLAN

The lifecycle management plan details how the Council plans to manage and operate the assets at the agreed levels of service (Refer to Section 2) while managing life cycle costs.

### 4.1 Background Data

Adelaide Plains Council's Open Space assets are located throughout several towns in the Council area.

- Structures
- Landscaping
- Site Improvements

### 4.2 Asset Capacity and Performance

Council's services are generally provided to meet design standards where these are available. Locations where deficiencies in service performance are known are detailed in Table 4.2.1

**Table 4.2.1: Known Service Performance Deficiencies**

Assets	Service Deficiency
Future Demand	Providing new assets to meet community demand.
Developers	Increase in quantity of assets requiring ongoing maintenance and renewal. Greater budget allocation to cater for developers gifted assets i.e. lawned/grassed areas in parks and verges, playground/equipment, trees, seating and bin enclosures.
Change in Services	Develop an Open Space Recreation Strategy and Action Plan 2022/23 financial year.

The above service deficiencies were identified and are being considered and prioritised. Refer to above Demand Management Plan.

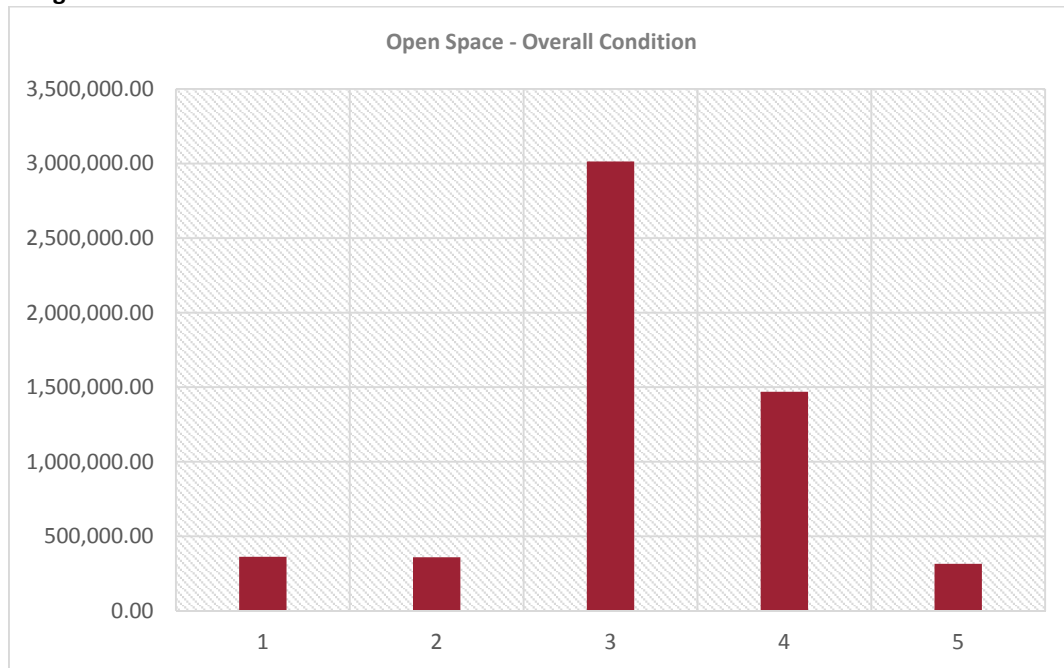
### 4.3 Asset Condition

Condition is currently monitored via field collection of open space at the time of asset revaluation.

Condition is measured using a 1 – 5 grading system<sup>3</sup> as detailed in Table 4.3.1. It is important that a consistent approach is used in reporting asset performance enabling effective decision support. A finer grading system may be used at a more specific level, however, for reporting in the AM plan results are translated to a 1 – 5 grading scale for ease of communication. Illustration showing the overall asset condition Figure 1.

<sup>3</sup> IPWEA, 2015, IIMM, Sec 2.5.4, p 2|80.

**Fig 1: Asset Condition – Overall**



As shown in Figure 1, approximately 13.0% of the open space overall assets have a condition less than 2 with 54.6% at condition 3 the remaining 32.4% at condition 4 & 5.

Councils open space network is being maintained through preventive treatments.

**Table 4.3.1: Condition Grading System**

Condition Grading	Description of Condition
1	<b>Very Good:</b> free of defects, only planned and/or routine maintenance required
2	<b>Good:</b> minor defects, increasing maintenance required plus planned maintenance
3	<b>Fair:</b> defects requiring regular and/or significant maintenance to reinstate service
4	<b>Poor:</b> significant defects, higher order cost intervention likely
5	<b>Very Poor:</b> physically unsound and/or beyond rehabilitation, immediate action required

The overall condition score and subsequent consumption of the open space assets has been estimated based on a combination of available data such as age and the standard useful life of the asset.

**Table 4.3.2: Asset Standard Useful Lives**

Asset	Standard Useful Life
Landscaping - Oval Irrigation, Play Equipment, BBQs	10 years
Water Tanks, Bench Seating	15 years
Bollards, Boom Gates, Pergola	20 years
Sports Lighting, Block Paving, Gates, Hotmix Paving, Concrete Kerbing	25 years

Fencing, Flag Poles	30 years
Skate Ramp, Paving Masonry	40 years
Brick Shelter	50 years
Historic Wells Reserve	60 years
Statue on Base, Steel ANZAC Memorial, Plaques, War Tank	80 years
Stone Walls, Granite	100 years

#### 4.4 Operations and Maintenance Plan

Operations include regular activities to provide services. Examples of typical operational activities include cleaning, street sweeping, asset inspection, and utility costs.

Maintenance includes all actions necessary for retaining an asset as near as practicable to an appropriate service condition including regular ongoing day-to-day work necessary to keep assets operating. Examples of typical maintenance activities include pipe repairs and cleaning.

The trend in operations and maintenance budgets are shown in Tables 4.4.1

**Table 4.4.1: Maintenance/Operations Budget Trends**

Year		Reserves	Parks & Garden	Ovals	Playgrounds	Total
2019 - 2020	\$ (Actual)	136,228	117,939	70,429	25,840	350,436
2020 - 2021	\$ (Actual)	298,972	155,513	66,887	9,314	530,686
2021 - 2022	\$ (Budget)	253,331	268,839	75,641	9,588	607,399

Maintenance budget levels are considered to be adequate to meet projected service levels, which may be less than or equal to current service levels. Where maintenance budget allocations are such that they will result in a lesser level of service, the service consequences and service risks have been identified and are highlighted in this AM Plan and service risks considered in the Infrastructure Risk Management Plan.

#### 4.5 Renewal Plan

Renewal is major capital work which does not significantly alter the original service provided by the asset, but restores, rehabilitates, replaces or renews an existing asset to its original service potential. Work over and above restoring an asset to original service potential is considered to be an acquisition resulting in additional future operations and maintenance costs.

Assets requiring renewal are identified from one of two approaches in the Lifecycle Model.

- The first method uses Asset Register data to project the renewal costs (current replacement cost) and renewal timing (acquisition year plus updated useful life to determine the renewal year), or
- The second method uses an alternative approach to estimate the timing and cost of forecast renewal work (i.e. condition modelling system, staff judgement, average network renewals, or other).

The typical useful lives of assets used to develop projected asset renewal forecasts are shown in Table 4.5.1. Asset useful lives were last reviewed on 30 June 2020.

**Table 4.5.1: Useful Lives of Assets**

Asset	Standard Useful Life
-------	----------------------

Landscaping - Oval Irrigation, Play Equipment, BBQs	10 years
Water Tanks, Bench Seating	15 years
Bollards, Boom Gates, Pergola	20 years
Sports Lighting, Block Paving, Gates, Hotmix Paving, Concrete Kerbing	25 years
Fencing, Flag Poles	30 years
Skate Ramp, Paving Masonry	40 years
Brick Shelter	50 years
Historic Wells Reserve	60 years
Statue on Base, Steel ANZAC Memorial, Plaques, Army Tank	80 years
Stone Walls, Granite	100 years

The estimates for renewals in this AM Plan were based on Method 2.

#### 4.4.1 Renewal ranking criteria

Asset renewal is typically undertaken to either:

- Ensure the reliability of the existing infrastructure to deliver the service it was constructed to facilitate (e.g. replacing a bridge that has a 5 t load limit), or
- To ensure the infrastructure is of sufficient quality to meet the service requirements (e.g. condition of a playground).<sup>4</sup>

It is possible to prioritise renewals by identifying assets or asset groups that:

- Have a high consequence of failure,
- Have high use and subsequent impact on users would be significant,
- Have higher than expected operational or maintenance costs, and
- Have potential to reduce life cycle costs by replacement with a modern equivalent asset that would provide the equivalent service.<sup>5</sup>

The ranking criteria used to determine priority of identified renewal proposals is detailed in Table 4.5.2

**Table 4.5.2: Renewal Priority Ranking Criteria**

<sup>4</sup> IPWEA, 2015, IIMM, Sec 3.4.4, p 3|91.

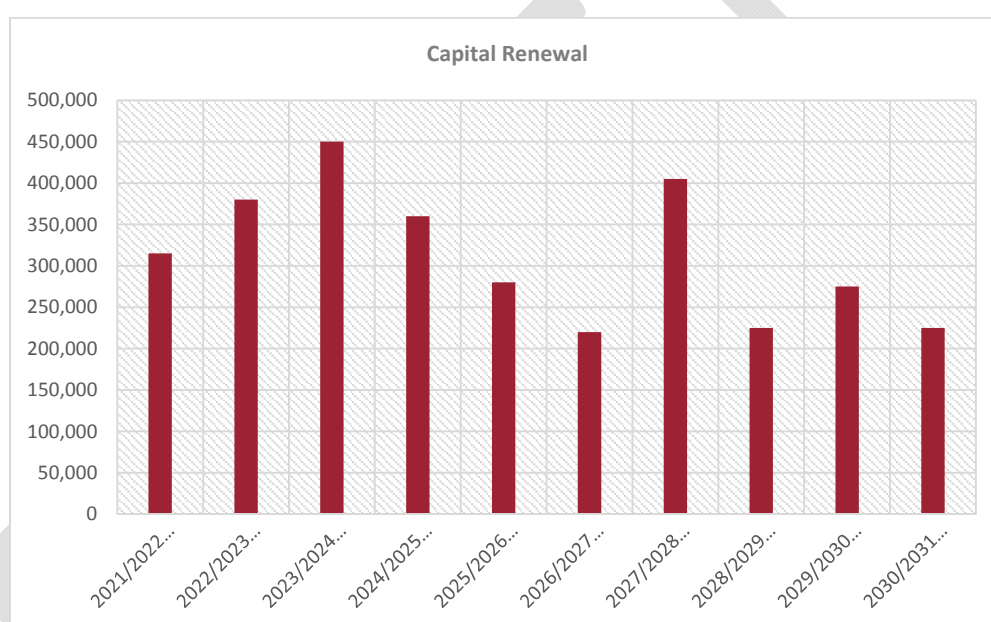
<sup>5</sup> Based on IPWEA, 2015, IIMM, Sec 3.4.5, p 3|97.

Criteria	Weighting
Asset Condition Rating 4 or 5	60
Risks – Residual risk high or extreme	20
Safety and Compliance	20
<b>Total</b>	<b>100%</b>

#### 4.5 Summary of future renewal costs

Forecast renewal costs are projected to increase over time if the asset stock increases. The forecast costs associated with renewals are shown relative to the proposed renewal budget in Figure 4.5.1. A detailed summary of the forecast renewal costs is shown in Appendix D.

**Figure 4.5.1 Forecast Renewal Costs**



All figure values are shown in current day dollars.

#### 4.6 Acquisition Plan

Acquisition reflects are new assets that did not previously exist or works which will upgrade or improve an existing asset beyond its existing capacity. They may result from growth, demand, social or environmental needs. Assets may also be donated, gifted to Council.

##### 4.6.1 Selection criteria

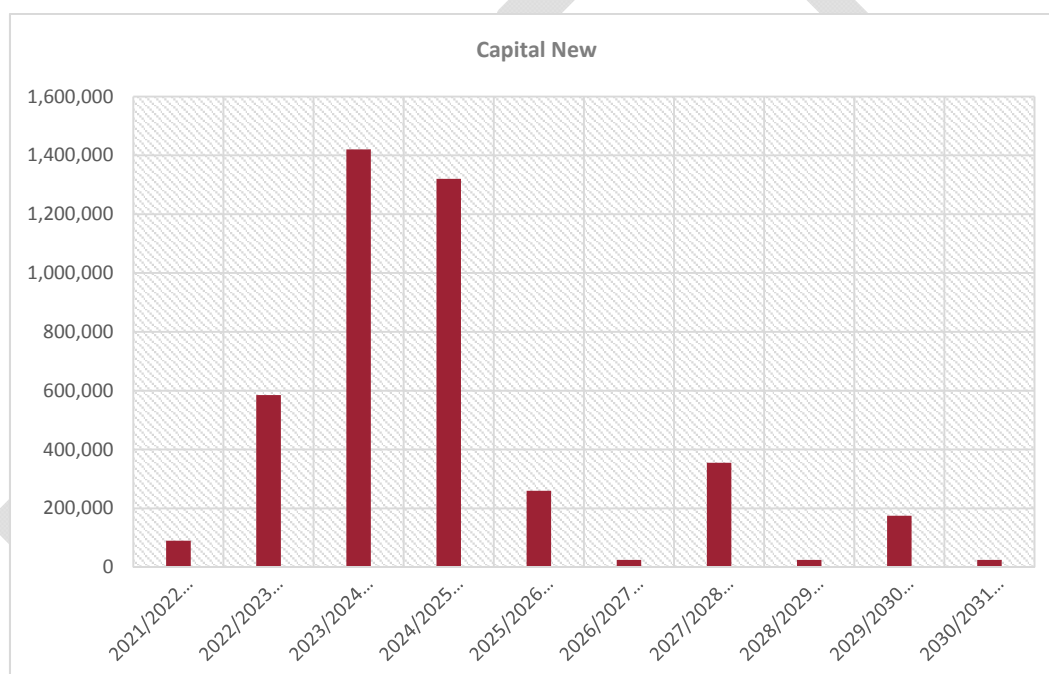
Proposed acquisition of new assets, and upgrade of existing assets, are identified from various sources such as community requests, proposals identified by strategic plans or partnerships with others. Potential upgrade and new works should be reviewed to verify that they are essential to the Entities needs. Proposed upgrade and new work analysis should also include the development of a preliminary renewal estimate to ensure that the services are sustainable over the longer term. Verified proposals can then be ranked by priority and available funds and scheduled in future works programmes. The priority ranking criteria is detailed in Table 4.6.1.1

**Table 4.6.1.1: Acquired Assets Priority Ranking Criteria**

Criteria	Weighting
Safety and Compliance	30
Risks – Residual risk high or extreme	30
Demand	40
<b>Total</b>	<b>100%</b>

**Summary of future asset acquisition costs**

Forecast acquisition asset costs are summarised / summarized in Figure 4.6.1.2 and shown relative to the proposed acquisition budget. The forecast acquisition capital works program is shown in Appendix A.

**Figure 4.6.1.2: Acquisition New (Constructed) Summary**

All figure values are shown in current day dollars.

**4.7 Disposal Plan**

Disposal includes any activity associated with the disposal of a decommissioned asset including sale, demolition or relocation. Assets identified for possible decommissioning and disposal are shown in Table 4.7.1. A summary of the disposal costs and estimated reductions in annual operations and maintenance of disposing of the assets are also outlined in Table 4.7.1. Any costs or revenue gained from asset disposals is included in the long-term financial plan.

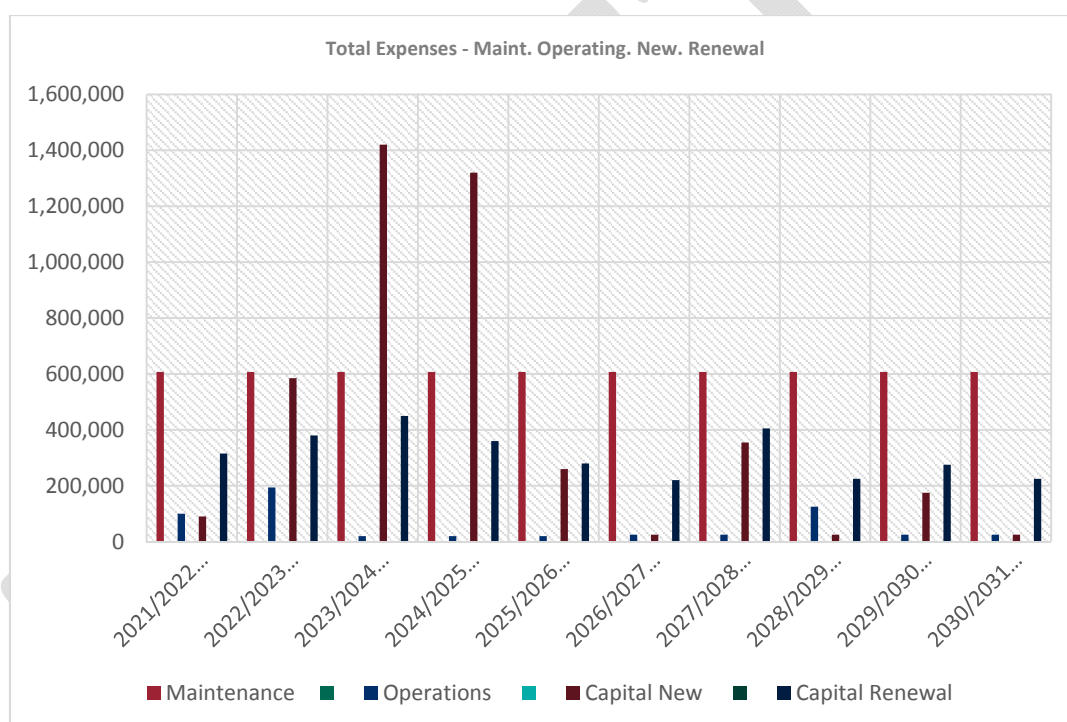
**Table 4.7.1: Assets Identified for Disposal**

Asset	Reason for Disposal	Timing	Disposal Costs	Operations & Maintenance Annual Savings
None Known	NA	NA	NA	NA
None Known	NA	NA	NA	NA

## 4.8

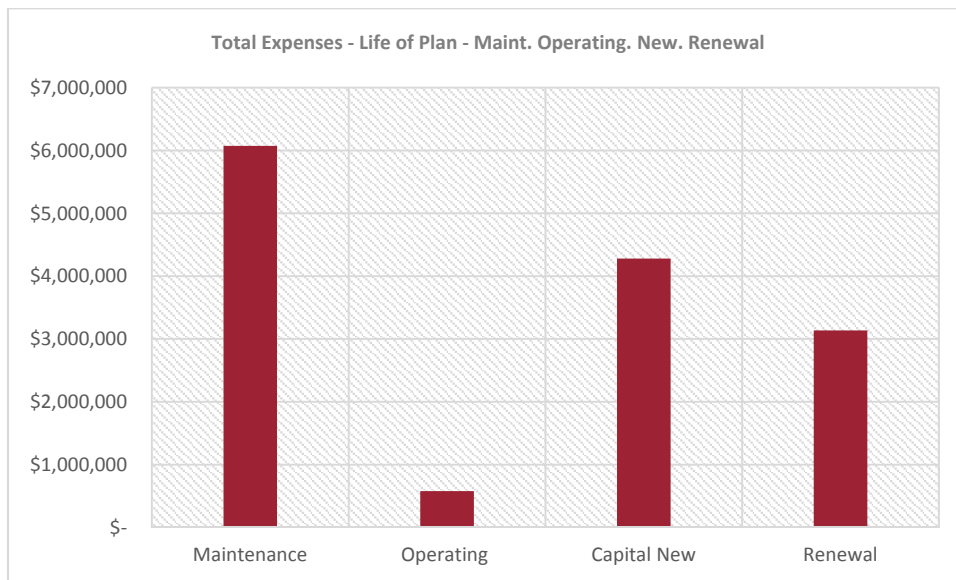
### Summary of asset forecast costs

The financial projections from this asset plan are shown in Figure 4.8.1. These projections include forecast costs for acquisition, operation, maintenance, renewal, and disposal. These forecast costs are shown relative to the proposed budget.

**Figure 4.8.1: Lifecycle Summary**

All figure values are shown in current day dollars.





All figure values are shown in current day dollars.

## 5.0 RISK MANAGEMENT PLANNING

The purpose of infrastructure risk management is to document the findings and recommendations resulting from the periodic identification, assessment and treatment of risks associated with providing services from infrastructure, using the fundamentals of International Standard ISO 31000:2018 Risk management – Principles and guidelines.

Risk Management is defined in ISO 31000:2018 as: ‘coordinated activities to direct and control with regard to risk’<sup>6</sup>.

An assessment of risks<sup>7</sup> associated with service delivery will identify risks that will result in loss or reduction in service, personal injury, environmental impacts, a ‘financial shock’, reputational impacts, or other consequences. The risk assessment process identifies credible risks, the likelihood of the risk event occurring, and the consequences should the event occur. The risk assessment should also include the development of a risk rating, evaluation of the risks and development of a risk treatment plan for those risks that are deemed to be non-acceptable.

### 5.1 Critical Assets

Critical assets are defined as those which have a high consequence of failure causing significant loss or reduction of service. Critical assets have been identified and along with their typical failure mode, and the impact on service delivery, are summarised in Table 5.1.1. Failure modes may include physical failure, collapse or essential service interruption.

**Table 5.1.1 Critical Assets**

Critical Asset(s)	Failure Mode	Impact
Play Equipment	Damage – Wear and Tear	Significant repairs or replacement of asset.
Structures	Lack of General Maintenance	Poor structural condition. Impact, not fit for purpose.

By identifying critical assets and failure modes an organisation can ensure that investigative activities, condition inspection programs, maintenance and capital expenditure plans are targeted at critical assets.

### 5.2 Risk Assessment

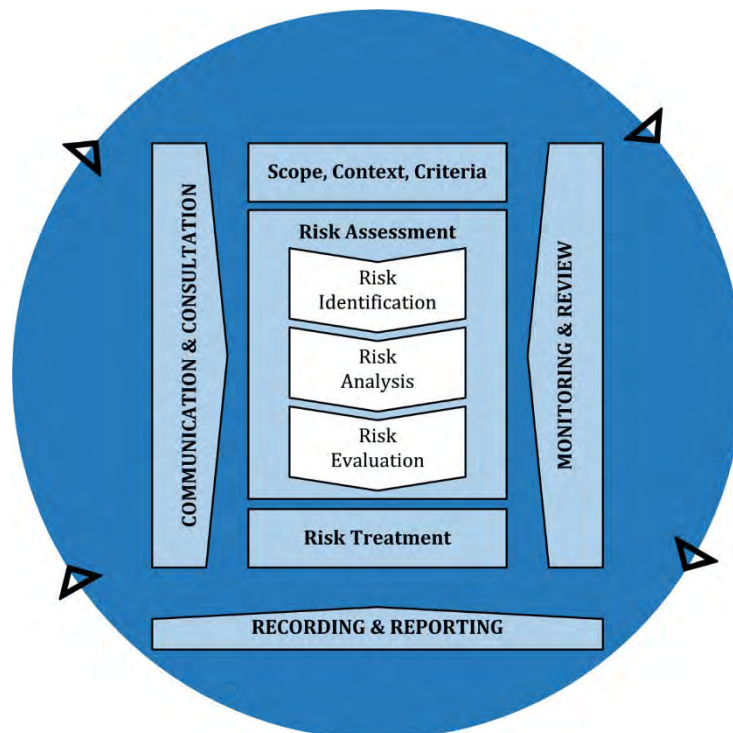
The risk management process used is shown in Figure 5.2.1 below.

It is an analysis and problem-solving technique designed to provide a logical process for the selection of treatment plans and management actions to protect the community against unacceptable risks.

The process is based on the fundamentals of International Standard ISO 31000:2018.

<sup>6</sup> ISO 31000:2009, p 2

<sup>7</sup> REPLACE with Reference to the Corporate or Infrastructure Risk Management Plan as the footnote



**Fig 5.2.1 Risk Management Process – Abridged**  
Source: ISO 31000:2018, Figure 1, p9

The risk assessment process identifies credible risks, the likelihood of the risk event occurring, the consequences should the event occur, development of a risk rating, evaluation of the risk and development of a risk treatment plan for non-acceptable risks.

An assessment of risks<sup>8</sup> associated with service delivery will identify risks that will result in loss or reduction in service, personal injury, environmental impacts, a 'financial shock', reputational impacts, or other consequences.

Critical risks are those assessed with 'Very High' (requiring immediate corrective action) and 'High' (requiring corrective action) risk ratings identified in the Infrastructure Risk Management Plan. The residual risk and treatment costs of implementing the selected treatment plan is shown in Table 5.2.2. It is essential that these critical risks and costs are reported to the Executive Management Team.

<sup>8</sup> REPLACE with Reference to the Corporate or Infrastructure Risk Management Plan as the footnote

**Table 5.2.2: Risks and Treatment Plans**

Service or Asset at Risk	What can Happen	Risk Rating (VH, H)	Risk Treatment Plan	Residual Risk *	Treatment Costs
Play Equipment (compliance)	Asset failure, not conforming to Australian Standards	High	Undertake regular play equipment inspections, frequency as per Australian Standards	Low	Recurrent budget requirements for ongoing inspections.
Structures - structural failure	Insufficient maintenance and inspections.  Aged structure.	High	Undertake regular site inspections, document findings/conditions.	Low	Ongoing budget requirements.

Note \* The residual risk is the risk remaining after the selected risk treatment plan is implemented.

### 5.3 Forecast Reliability and Confidence

The forecast costs, proposed budgets, and valuation projections in this AM Plan are based on the best available data. For effective asset and financial management, it is critical that the information is current and accurate. Data confidence is classified on a A - E level scale<sup>9</sup> in accordance with Table 5.3.1.

**Table 5.3.1: Data Confidence Grading System**

Confidence Grade	Description
A. Very High	Data based on sound records, procedures, investigations and analysis, documented properly and agreed as the best method of assessment. Dataset is complete and estimated to be accurate $\pm 2\%$
B. High	Data based on sound records, procedures, investigations and analysis, documented properly but has minor shortcomings, for example some of the data is old, some documentation is missing and/or reliance is placed on unconfirmed reports or some extrapolation. Dataset is complete and estimated to be accurate $\pm 10\%$
C. Medium	Data based on sound records, procedures, investigations and analysis which is incomplete or unsupported, or extrapolated from a limited sample for which grade A or B data are available. Dataset is substantially complete but up to 50% is extrapolated data and accuracy estimated $\pm 25\%$
D. Low	Data is based on unconfirmed verbal reports and/or cursory inspections and analysis. Dataset may not be fully complete, and most data is estimated or extrapolated. Accuracy $\pm 40\%$
E. Very Low	None or very little data held.

The estimated confidence level for and reliability of data used in this AM Plan is shown in Table 5.3.2.

<sup>9</sup> IPWEA, 2015, IIMM, Table 2.4.6, p 2 | 71.

**Table 5.3.2: Data Confidence Assessment for Data used in AM Plan**

Data	Confidence Assessment	Comment
Demand drivers	Very High	Council trends available, Refer to Council Strategic Plan 2020-2024
Growth projections	Very High	Council trends available, refer to Council Strategic Plan 2020-2024
Acquisition forecast	Very High	Council trends available, refer to Council Strategic Plan 2020-2024. Align to LFTP – Capital Works Program
Operation forecast	High	Extrapolated from previous years
Maintenance forecast	High	Extrapolated from previous years
Renewal forecast		
- Asset values	Very High	Council trends available, refer to Council Strategic Plan 2020-2024. Align to LFTP – Capital Works Program
- Asset useful lives	Very High	Reviewed in accordance via revaluation schedule
- Condition modelling	Very High	Reviewed in accordance via revaluation schedule and condition ratings
Disposal forecast	N/A	N/A

The estimated confidence level for and reliability of data used in this AM Plan is considered to be Very High.

## 6.0 PLAN IMPROVEMENT AND MONITORING

### 6.1 Status of Asset Management Practices<sup>10</sup>

#### 6.1.1 Accounting and financial data sources

This AM Plan utilises accounting and financial data. The source of the data is Authority.

#### 6.1.2 Asset management data sources

This AM Plan also utilises asset management data. The source of the data is Conquest.

### 6.2 Improvement Plan

It is important that council recognise areas of their AM Plan and planning process that require future improvements to ensure effective asset management and informed decision making. The improvement plan generated from this AM Plan is shown in Table 6.2.1.

**Table 6.2.1: Improvement Plan**

Task	Task	Responsibility	Timeline
1	Annually review 10 year capital works program, renewals and new	Council Administration	October/November each year
2	Continue the development of open space implementation plans	Council Administration	As per asset condition assessment
3	Review service levels	Council Administration	As required
4	Long Term Financial Plan and Asset Management Plan align	Council Administration	As required
5	Develop Open Space & Recreation Strategy	Council Administration	FY2022/23
6	Review & Document Asset Management Plan Risks	Council Administration	Ongoing

### 6.3 Monitoring and Review Procedures

This AM Plan will be reviewed during the annual budget planning process and revised to show any material changes in service levels, risks, forecast costs and proposed budgets as a result of budget decisions.

The AM Plan will be reviewed and updated annually to ensure it represents the current service level, asset values, forecast operations, maintenance, renewals, acquisition and asset disposal costs and planned budgets. These forecast costs and proposed budget are incorporated into the Long-Term Financial Plan or will be incorporated into the Long-Term Financial Plan once completed.

The AM Plan has a maximum life of 4 years and is due for complete revision and updating within 2 years of each council election.

### 6.4 Performance Measures

The effectiveness of this AM Plan can be measured in the following ways:

- The degree to which the required forecast costs identified in this AM Plan are incorporated into the long-term financial plan,

<sup>10</sup> ISO 55000 Refers to this as the Asset Management System

- The degree to which the 1-5 year detailed works programs, budgets, business plans and corporate structures consider the 'global' works program trends provided by the AM Plan,
- The Asset Renewal Funding Ratio achieving the Organisational target (this target is often 90 – 110%).

DRAFT

## 7.0 REFERENCES

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- ISO, 2014, ISO 55000:2014, Overview, principles and terminology
- ISO, 2018, ISO 31000:2018, Risk management – Guidelines
- Adelaide Plains Council Strategic Plan 2020 - 2024
- Adelaide Plains Council Annual Plan and Budget



## 8.0 APPENDICES

### Appendix A Acquisition Forecast (New)

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
Street & Reserves/Parks Furniture Program	0	20,000	20,000	20,000	20,000	25,000	25,000	25,000	25,000	25,000	205,000
Streetscape and WSUD	0	50,000	50,000	50,000	0	0	0	0	0	0	150,000
Donaldson Road, Close Make Parkland/Rec Type Area	0	5,000	10,000	50,000	0	0	0	0	0	0	65,000
Parham Short Stay - Shelter/camp kitchen, upgrade surface, fencing renewal, landscaping and signage	0	0	200,000	0	0	0	0	0	0	0	200,000
Wetland Trails, Lewiston - seating, paths, signage	0	0	0	50,000	0	0	0	0	0	0	50,000
Bakers Wetland - seating, paths, signage	0	0	0	0	50,000	0	0	0	0	0	50,000
Hams Park, Stage 2, Relocate	0	0	0	0	40,000	0	0	0	0	0	40,000
Middle Beach - Foreshore upgrade	0	0	0	300,000	0	0	0	0	0	0	300,000
Open Space & Recreation Strategy Outcomes (Allocation)	0	0	50,000	0	50,000		50,000	0	50,000	0	200,000
Trail Strategy Outcomes (Allocation)	0	0	100,000	0	100,000		100,000	0	100,000	0	400,000
Parham Playground Landscaping, Shade, Furniture, Parking & Paths (Levee)	0	0	0	0	0	0	180,000	0	0	0	180,000
Council Boundary Signs - Allocation	0	60,000	0	0	0	0	0	0	0	0	60,000
Township Entrance Signs - Allocation	0	0	140,000	0	0	0	0	0	0	0	140,000

Parham Playground - Shade Shelter	60,000	0	0	0	0	0	0	0	0	0	60,000
Parham Playground - New Element	15,000	0	0	0	0	0	0	0	0	0	15,000
Mallala Playground - New Element	15,000	0	0	0	0	0	0	0	0	0	15,000
Stage 1 - Hart Reserve Development - Implementation (master planned 2020/21)	0	400,000	0	0	0	0	0	0	0	0	400,000
Stage 2 - Hart Reserve Development - Implementation (master planned 2020/21)	0	0	200,000	0	0	0	0	0	0	0	200,000
Stage 2 - Two Wells/Mallala Ovals - Implementation	0	0	500,000	0	0	0	0	0	0	0	500,000
Stage 2A - Two Wells/Mallala Ovals - Implementation	0	0	0	500,000	0	0	0	0	0	0	500,000
Stage 3 - Two Wells Oval - Additions, Support to Area (Possible New Sport Facilities)	0	0	0	350,000	0	0	0	0	0	0	350,000
Stage 1 - Police Block - Shelter, Skate Park, Masterplan/Concepts	0	50,000	0	0	0	0	0	0	0	0	50,000
Stage 2 - Police Block - Shelter, Skate Park, Masterplan/Concepts	0	0	150,000	0	0	0	0	0	0	0	150,000
	0	0	0	0	0	0	0	0	0	0	0
	90,000	585,000	1,420,000	1,320,000	260,000	25,000	355,000	25,000	175,000	25,000	4,280,000
<b>TOTAL OPEN SPACE NEW</b>	<b>90,000</b>	<b>585,000</b>	<b>1,420,000</b>	<b>1,320,000</b>	<b>260,000</b>	<b>25,000</b>	<b>355,000</b>	<b>25,000</b>	<b>175,000</b>	<b>25,000</b>	<b>4,280,000</b>

## Appendix B    Operation Forecast

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
Roadside Vegetation Management Plan	0	100,000	0	0	0	0	0	50,000	0	0	150,000
Open Space & Recreation Strategy	0	60,000	0	0	0	0	0	50,000	0	0	110,000
Street/Verge Tree Planting	0	20,000	20,000	20,000	20,000	25,000	25,000	25,000	25,000	25,000	205,000
Implement, Eden and Liberty Recycled Water	0	4,000	0	0	0	0	0	0	0	0	4,000
Parham Campground - Formalise Land	0	5,000	0	0	0	0	0	0	0	0	5,000
Parham - Old Playground Block (Sell or Develop Site)	0	5,000	0	0	0		0	0	0	0	5,000
Stage 1 - Two Wells/Mallala Ovals - (Masterplan, Design/Costing/Consultation) includes car park, lighting, cricket nets etc.. (seeking grant \$100k to match APC budgeted funds)	0	100,000	0	0	0	0	0	0	0	0	100,000
	0	0	0	0	0	0	0	0	0	0	0
	0	294,000	20,000	20,000	20,000	25,000	25,000	125,000	25,000	25,000	579,000
<b>TOTAL OPEN SPACE OPERATING</b>	<b>0</b>	<b>294,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>25,000</b>	<b>25,000</b>	<b>125,000</b>	<b>25,000</b>	<b>25,000</b>	<b>579,000</b>

## Appendix C Maintenance Forecast

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
Open Space Maintenance											
	607,399	607,399	607,399	607,399	607,399	607,399	607,399	607,399	607,399	607,399	6,073,990
	0	0	0	0	0	0	0	0	0	0	0
	607,399	607,399	607,399	607,399	607,399	607,399	607,399	607,399	607,399	607,399	6,073,990
<b>TOTAL OPEN SPACE MAINTENANCE</b>	<b>607,399</b>	<b>607,399</b>	<b>607,399</b>	<b>607,399</b>	<b>607,399</b>	<b>607,399</b>	<b>607,399</b>	<b>607,399</b>	<b>607,399</b>	<b>607,399</b>	<b>6,073,990</b>

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## Appendix D    Renewal Forecast Summary

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
Open Space Capital Renewal											
Street & Reserves/Parks Furniture Program	20,000	20,000	20,000	20,000	20,000	20,000	25,000	25,000	25,000	25,000	220,000
Open Space & Recreation Strategy Outcomes (Allocation)	0	0	50,000	0	50,000	0	50,000	0	50,000	0	200,000
Wetland Trails - Lewiston Shelter	0	0	0	10,000	0	0	0	0	0	0	10,000
Bakers Wetland - Shelter	0	0	0	0	10,000	0	0	0	0	0	10,000
Two Wells Oval - Irrigation System	95,000	0	0	0	0	0	0	0	0	0	95,000
Two Wells Oval Entrance	70,000	0	0	0	0	0	0	0	0	0	70,000
Dublin Lions Park	70,000	0	0	0	0	0	0	0	0	0	70,000
Lewiston Reserve, Fencing	10,000	0	0	0	0	0	0	0	0	0	10,000
Reserve & Street Furniture (various locations)	15,000	0	0	0	0	0	0	0	0	0	15,000
Signage - Wayfinding & Information (various locations)	35,000	0	0	0	0	0	0	0	0	0	35,000
Two Wells Mainstreet Playground Upgrade	0	0	180,000	0	0	0	0	0	0	0	180,000
Lewiston Playground Upgrade	0	0	0	130,000	0	0	0	0	0	0	130,000
Dublin Playground Upgrade	0	130,000	0	0	0	0	0	0	0	0	130,000

Parham Playground Upgrade	0	0	0	0	0	0	130,000	0	0	0	130,000
Parham Camp Ground - Fencing	0	30,000	0	0	0	0	0	0	0	0	30,000
Future Site Improvements Renewal	0	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	1,800,000
	0	0	0	0	0	0	0	0	0	0	0
	315,000	380,000	450,000	360,000	280,000	220,000	405,000	225,000	275,000	225,000	3,135,000
<b>TOTAL OPEN SPACE RENEWAL</b>	<b>315,000</b>	<b>380,000</b>	<b>450,000</b>	<b>360,000</b>	<b>280,000</b>	<b>220,000</b>	<b>405,000</b>	<b>225,000</b>	<b>275,000</b>	<b>225,000</b>	<b>3,135,000</b>

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## Appendix E Reserves & Parks Operational Maintenance Classifications

### Adelaide Plains Council Reserves & Parks Operational Maintenance Classifications

#### CLASS-A RESERVES & PARKS

Name	Location
Lewiston Playground	Lewiston
Lewiston Dog Off Leash	Lewiston
Two Wells Memorial	Two Wells
Two Wells Playground	Two Wells
Two Wells Village Green	Two Wells
Two Wells Sporting Complex	Two Wells
Two Wells Service Centre	Two Wells
Two Wells Main Street Gardens	Two Wells
East Reserve	Mallala
Mallala Office	Mallala
Mallala Playground	Mallala
Mallala Sporting Complex	Mallala
Dublin Lions Park	Dublin
Dublin Sporting Complex	Dublin

#### CLASS-B RESERVES & PARKS

Name	Location
Petticoat Lane	Two Wells
Historic Wells & Path	Two Wells
Dunstan Units	Mallala
Mallala Monument	Mallala
Mallala Hub	Mallala
Mallala Chamber	Mallala
Dublin Main Street	Dublin
Schlodder Shelter	Dublin
Dublin Playground	Dublin
Port Parham Playground	Port Parham
Two Wells Cemetery	Two Wells
Feltwell Cemetery	Mallala

**CLASS-C RESERVES & PARKS**

<b>Name</b>	<b>Location</b>
Gameau Reserve	Two Wells
Hart Reserve	Two Wells
Dog Obedience	Two Wells
Dog Off-Leash Two Wells	Two Wells
Police Block	Mallala
Campground	Port Parham
Thompson Beach Foreshore Shelters	Thompson Beach
Grace Plains Cemetery	Grace Plains
Shannon Cemetery	Calomba
Dublin Cemetery	Dublin
Barabba Cemetery	Barabba

**CLASS-D RESERVES & PARKS**

<b>Name</b>	<b>Location</b>
Donaldson Road Reserve	Two Wells
Gameau Dam	Two Wells
Rockies Reserve	Barabba
Lewiston Wetlands	Lewiston
Camel Reserve	Lewiston
Fletcher Reserve	Lewiston
Aunger Ponds	Lewiston
Hams Park	Lewiston
Pony Track	Lewiston
Equus Reserve	Lewiston
Old Playground Block	Port Parham

**CLASS-E RESERVES & PARKS**

<b>Name</b>	<b>Location</b>
Harniman Reserve	Lewiston
Connel Vale Reserve	Lewiston
Humzy Reserve	Lewiston
Bakers Wetland	Lewiston
Greens Reserve	Lewiston



Cannizzaro Reserve	Lewiston
Hancock Reserve	Lewiston
Bethesda Road Reserve	Lewiston
Hayman Reserve	Lewiston
Clysdale Reserves	Lewiston
Dragonfly Reserve	Lewiston
Gilks Reserve	Lewiston
Canala Ct Reserve	Two Wells
Rodeo Grounds	Two Wells
Avon Road Reserve	Dublin
Dublin Parklands	Dublin
Barabba Reserve	Barabba
Redbanks Reserve - Germantown Rd	Redbanks
Coleman road- Old Dump	Mallala
Limerock Road Old Dump	Lower Light
Rowe Road Ford Reserve	Lower Light
Blue Bonnet Reserve	Lower Light
Deviation Road Reserves	Lewiston
Various Closed Road Reserves	District



# ASSET MANAGEMENT PLAN

## Stormwater

<b>Document Control</b>	<b>Asset Management Plan</b>
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Document ID :

<b>Rev No</b>	<b>Date</b>	<b>Revision Details</b>	<b>Author</b>	<b>Reviewer</b>	<b>Approver</b>
V1.11	May 2021	Develop Stormwater Infrastructure Asset Management Plan	IAC		
V1.11	July 2021	For Review	IAC	GMEI EMT	EMT

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## 1.0 Introduction

### 1.1 Background

This AM Plan communicates the requirements for the sustainable delivery of services through management of assets, compliance with regulatory requirements, and required funding to provide the appropriate levels of service over the planning period.

The AM Plan is to be read with the 2017 Two Wells Stormwater Management planning document. This should include the Asset Management Policy and Asset Management Strategy, where developed, along with other key planning documents:

- Strategic Plan
- Annual Business Plan
- Long Term Financial Plan

Council own and manage stormwater assets within the Council this includes: pipes, box culverts, pits, junction boxes, headwalls, gross pollutant traps and pump stations.

Stormwater assets located within road reserves owned by The Department for Infrastructure and Transport (DiT) that drain stormwater from both the DiT road and the Council drainage area.

This Stormwater Infrastructure Asset Management Plan provides for Councils stormwater drainage network and has been developed using an asset register which was digitised using historical plans and field collection during 2020. The register was valued as at 30 June 2020 and has been updated with 2021/2022 capital works to the value of \$000.

The infrastructure assets included in this plan have a total replacement value of \$11,517,680

Key stakeholders in the preparation and implementation of this AM Plan are shown in Table 1.1.1

**Table 1.1.1: Key Stakeholders in the AM Plan**

Key Stakeholder	Role in Asset Management Plan
Residents and Ratepayers	<ul style="list-style-type: none"><li>■ Ultimate beneficiaries of the AMP process</li><li>■ Feedback collected throughout the year</li><li>■ Annual satisfaction survey undertaken</li></ul>
Visitor / Tourists	<ul style="list-style-type: none"><li>■ Regular satisfaction surveys undertaken, and feedback collected</li></ul>
Insurers	<ul style="list-style-type: none"><li>■ Local Government Mutual Liability Scheme</li></ul>
Council	<ul style="list-style-type: none"><li>■ To act as custodians of community assets</li><li>■ To set Asset Management Policy and vision</li><li>■ Allocate resources to meet Council objectives in providing services while managing risks</li></ul>
Executive Management Team	<ul style="list-style-type: none"><li>■ Responsible for the development, management and review of an Asset Management Strategy, associated plans, practices and reporting on the status and effectiveness of Council's asset management</li><li>■ To monitor and review the performance of employees in achieving the asset management strategy, plans and practices</li></ul>

Key Stakeholder	Role in Asset Management Plan
	<ul style="list-style-type: none"> <li>■ To ensure sufficient resources are applied to manage the assets to legislative requirements; and</li> <li>■ Accountable for the management of assets within their areas of responsibility</li> </ul>
Asset Manager and Staff	<ul style="list-style-type: none"> <li>■ To lead the development of the Asset Management Plans</li> <li>■ To develop and implement maintenance, renewal and capital works programs in accordance with the Asset Management Policy, Strategy, Plans, as well as budget allocations</li> <li>■ Develop Specific Management Plans (upgrade, renewal, maintenance, operations, disposal)</li> <li>■ To deliver levels of service to agreed risk and cost standards and expectations</li> <li>■ To report asset related risk and damage</li> <li>■ To establish and monitor asset compliance and risk inspection regimes</li> <li>■ To manage asset condition assessments</li> <li>■ To provide technical expertise to the Executive Management Team</li> </ul>

## 1.2 Goals and Objectives of Asset Ownership

Our goal for managing infrastructure assets is to meet the defined level of service (as amended from time to time) in the most cost effective manner for present and future consumers. The key elements of infrastructure asset management are:

- Providing a defined level of service and monitoring performance,
- Managing the impact of growth through demand management and infrastructure investment,
- Taking a lifecycle approach to developing cost-effective management strategies for the long-term that meet the defined level of service,
- Identifying, assessing and appropriately controlling risks, and
- Linking to a Long-Term Financial Plan which identifies required, affordable forecast costs and how it will be allocated.

Key elements of the planning framework are:

- Levels of service – specifies the services and levels of service to be provided,
- Risk Management,
- Future demand – how this will impact on future service delivery and how this is to be met,
- Lifecycle management – how to manage its existing and future assets to provide defined levels of service,
- Financial summary – what funds are required to provide the defined services,
- Asset management practices – how we manage provision of the services,
- Monitoring – how the plan will be monitored to ensure objectives are met,
- Asset management improvement plan – how we increase asset management maturity.

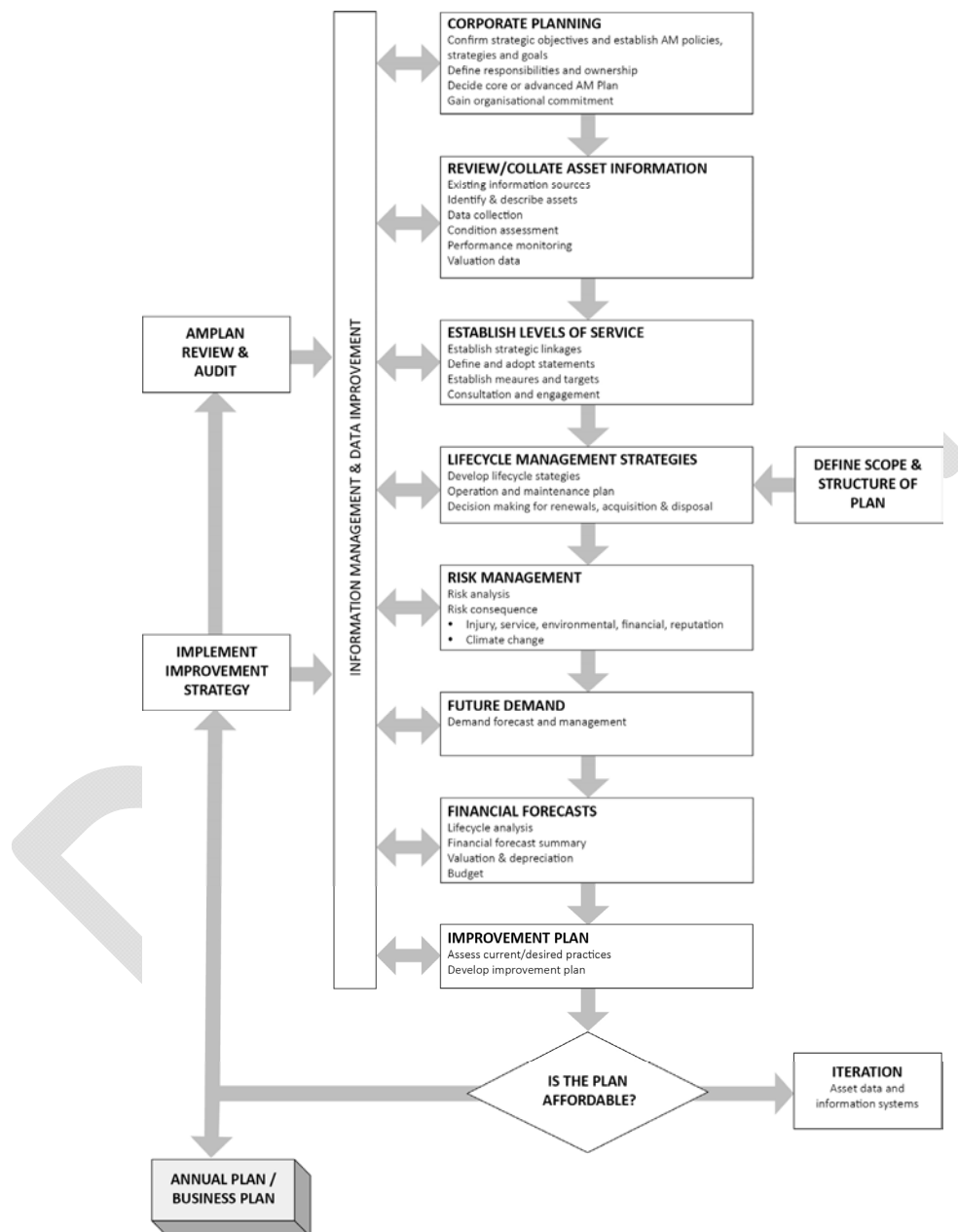
Other references to the benefits, fundamentals principles and objectives of asset management are:

- International Infrastructure Management Manual 2015 <sup>1</sup>
- ISO 55000<sup>2</sup>

A road map for preparing an AM Plan is shown below.

### **Road Map for preparing an Asset Management Plan**

Source: IPWEA, 2006, IIMM, Fig 1.5.1, p 1.11



<sup>1</sup> Based on IPWEA 2015 IIMM, Sec 2.1.3, p 2 | 13

<sup>2</sup> ISO 55000 Overview, principles and terminology



## 2.0 LEVELS OF SERVICE

The community generally expect that Council will have the necessary infrastructure and operation and maintenance practices in place to control the stormwater in such a way that the tolerance to minor and major flooding is balanced against the cost to install and maintain a drainage system network.

Council has defined service levels in two terms and provides the level of service objective, performance measure process and service target in Table 2.1.1 and Table 2.1.2

**Community Levels of Service** relates to the service outcomes that the community wants in terms of reliability, responsiveness, amenity, safety and financing.

**Table 2.1.1 Community Levels of Service**

Key Performance Measure	Level of Service Objective	Performance Measure Process	Current Level of Service	Desired Level of Service
<b>CUSTOMER (COMMUNITY) LEVEL OF SERVICE</b>				
Quality	Stormwater network is generally unobstructed	Regular cleaning of stormwater pits and street sweeper activities	Proactive planned works undertaking of regular checking and cleaning of assets	Continue work practice - Proactive planned works undertaking of regular checking and cleaning of assets
Function/Capacity /Performance	Stormwater functions/capacity to required level (i.e. no flash flooding in events less than a 5Yr Annual Recurrence Intervals (ARI), protection of dwellings	When undertaking asset renewal and/or new works, consideration to future Annual Recurrence Intervals (ARI), events	Road and general stormwater levels, designs are considered during the design phase	Road and general stormwater levels, designs are considered during the design phase for projects  Mallala Stormwater Flood Plain Management Plan & Stormwater Urban Master Plan to be developed 2022/24  AWE completed Two Wells stormwater review
Responsiveness	Reactive to services with determined response time	Time taken to respond to customer requests during and after office hours	Contact details are available on councils website, weather warning advice issued, APC resources are prepared to respond	Contact details are available on councils website, weather warning advice issued, APC resources are prepared to respond

**Technical Levels of Service** support the community service levels and are operational or technical measures of performance. These technical measures relate to the allocation of resources to service activities that the Council undertakes to best achieve the desired community outcomes.

**Table 2.1.2 Technical Levels of Service**

<b>TECHNICAL LEVEL OF SERVICE</b>				
<b>Condition</b>	Physical state of stormwater assets is in serviceable condition	When undertaking asset renewal and/or new works, to consider future ARI events	Road and general stormwater levels, designs are considered during the design phase	Report findings and action requirements within budget allocation
<b>Capacity</b>	Assets have the capacity to meet community demand	When undertaking asset renewal and/or new works, to consider future ARI events	Road and general stormwater levels, designs are considered during the design phase	Report findings and action requirements within budget allocation may need future capital budget to undertake works
<b>Safety</b>	Stormwater assets are safe and free of hazards	Number of incidents/injury reports	0 recorded customer requests per year	0 recorded customer requests per year
<b>Amenity</b>	Maintain visual amenity of stormwater infrastructure	Maintain, clear debris and weeds from pit entry points	Weed spaying and debris clearing to suit seasonal conditions	Weed spraying and debris clearing as programmed

### 3.0 FUTURE DEMAND

#### 3.1 Demand Forecasts

Factors affecting demand include population change, changes in demographics, seasonal factors, consumer preferences and expectations, economic factors, agricultural practices, environmental awareness etc. Demand factor trends and impacts on service delivery are summarised in Table 3.1.1.

**Table 3.1.1 Demand Factors, Projections and Impact on Services**

Demand Driver	Present Position	Projection	Impact of Services
Growth in stormwater drainage area due to new development areas	Limited capacity of underground stormwater network creates reliance on surface flow within the road carriageway.	Minor developments could impact on existing downstream properties.	Potential risk of creating flooding issues by approving development without understanding impact on performance of existing drainage system and upgrading capacity of the system to cope with development.
Flood protection	Flood plain areas.	Risk of flooding to property from runoff from large areas.	Emergency response and public awareness of risks and a need to identify priority capital works from finalised and adopted stormwater management plans.

#### 3.2 Demand Impact and Demand Management Plan

Demand for new services will be managed through a combination of managing existing assets, upgrading of existing assets and providing new assets to meet demand and demand management. Council will determine the ability of the existing systems to manage increased requirements. Opportunities identified to date for demand management are shown in Table 3.1.2. Further opportunities will be developed in future revisions of this asset management plan.

**Table 3.1.2 Demand Management Plan**

Service Activity	Demand Management Plan
Stormwater drainage	Identify known local problem areas.
	Local area drainage modelling and develop upgrade concepts and costs for approval.
	Develop construction drawings and undertaken works.
	Evaluation of impact of new allotments on existing infrastructure.
	Planning to incorporate any identified growth over asset life.
	Develop Mallala Stormwater Flood Plain Management Plan and Stormwater Urban Management Plan to be developed 2022/24.
	Incorporate in future iterations of the Asset Management Plan as requirements are known per township stormwater implementation plans.

## 4.0 LIFECYCLE MANAGEMENT PLAN

The lifecycle management plan details how the Council plans to manage and operate the assets at the agreed levels of service (Refer to Section 2) while managing life cycle costs.

### 4.1 Background Data

Adelaide Plains Council's stormwater assets are located throughout several towns in the Council area.

- Stormwater Drains Assets
  - Pipes
  - Box Culverts
  - Headwalls
  - Junction Boxes
  - Pump Stations
  - Gross Pollutant Traps

### 4.2 Asset Capacity and Performance

Council's services are generally provided to meet design standards where these are available. Locations where deficiencies in service performance are known are detailed in Table 4.2.1

**Table 4.2.1: Known Service Performance Deficiencies**

Assets	Service Deficiency
Underground Pipe/Pit System	Identify known local problem areas.
Stormwater General - Mallala	Develop Mallala Stormwater Flood Plain Management Plan and Stormwater Urban Management Plan to be developed 2022 - 24.
Stormwater, Two Wells – AWE Stormwater Management Plan	Review and undertake necessary actions from the Two Wells Stormwater Management Plan.

The above service deficiencies were identified and are being considered and prioritised. Refer to above Demand Management Plan.

### 4.3 Asset Condition

Condition is currently monitored via field collection of stormwater at the time of asset revaluation.

Condition is measured using a 1 – 5 grading system<sup>3</sup> as detailed in Table 4.3.1. It is important that a consistent approach is used in reporting asset performance enabling effective decision support. A finer grading system may be used at a more specific level, however, for reporting in the AM plan results are translated to a 1 – 5 grading scale for ease of communication.

<sup>3</sup> IPWEA, 2015, IIMM, Sec 2.5.4, p 2|80.

**Table 4.3.1: Condition Grading System**

Condition Grading	Description of Condition
<b>1</b>	<b>Very Good:</b> free of defects, only planned and/or routine maintenance required
<b>2</b>	<b>Good:</b> minor defects, increasing maintenance required plus planned maintenance
<b>3</b>	<b>Fair:</b> defects requiring regular and/or significant maintenance to reinstate service
<b>4</b>	<b>Poor:</b> significant defects, higher order cost intervention likely
<b>5</b>	<b>Very Poor:</b> physically unsound and/or beyond rehabilitation, immediate action required

The overall condition score and subsequent consumption of the stormwater assets has been estimated based on a combination of available data such as age and the standard useful life of the asset.

**Table 4.3.2: Asset Standard Useful Lives**

Asset	Standard Useful Life
Pipes (Concrete)	100 years
Pipes (PVC Underground)	70 years
Box Culverts	100 years
Pump Stations – Electrical & Concrete Structure	50 years
Station Pumps	15 years
Side Entry Pits, Junction Boxes, Grated Inlet Pits	80 years
Headwalls	80 years
Gross Pollutant Traps	80 years

#### 4.4 Operations and Maintenance Plan

Operations include regular activities to provide services. Examples of typical operational activities include cleaning, street sweeping, asset inspection, and utility costs.

Maintenance includes all actions necessary for retaining an asset as near as practicable to an appropriate service condition including regular ongoing day-to-day work necessary to keep assets operating. Examples of typical maintenance activities include pipe repairs and cleaning.

The trend in maintenance budgets are shown in Table 4.4.1

**Table 4.4.1: Maintenance Budget Trends**

Year	Maintenance Budget \$
2019 - 2020	\$35,000 (Actual)
2020 - 2021	\$31,000 (Budget)
2021 - 2022	\$36,000 (Budget)

Maintenance budget levels are considered to be adequate to meet projected service levels, which may be less than or equal to current service levels. Where maintenance budget allocations are such that they will result in a lesser level of service, the service consequences and service risks have been identified and are highlighted in this AM Plan and service risks considered in the Infrastructure Risk Management Plan.

#### 4.5 Renewal Plan

Renewal is major capital work which does not significantly alter the original service provided by the asset, but restores, rehabilitates, replaces or renews an existing asset to its original service potential. Work over and above restoring an asset to original service potential is considered to be an acquisition resulting in additional future operations and maintenance costs.

Assets requiring renewal are identified from one of two approaches in the Lifecycle Model.

- The first method uses Asset Register data to project the renewal costs (current replacement cost) and renewal timing (acquisition year plus updated useful life to determine the renewal year), or
- The second method uses an alternative approach to estimate the timing and cost of forecast renewal work (i.e. condition modelling system, staff judgement, average network renewals, or other).

The typical useful lives of assets used to develop projected asset renewal forecasts are shown in Table 4.5.1. Asset useful lives were last reviewed on 30 June 2020.

**Table 4.5.1: Useful Lives of Assets**

Asset	Standard Useful Life
Pipes (Concrete)	100 years
Pipes (PVC Underground)	70 years
Box Culverts	100 years
Pump Stations – Electrical & Concrete Structure	50 years
Station Pumps	15 years
Side Entry Pits, Junction Boxes, Grated Inlet Pits	80 years
Headwalls	80 years
Gross Pollutant Traps	80 years

The estimates for renewals in this AM Plan were based on Method 2.

#### 4.4.1 Renewal ranking criteria

Asset renewal is typically undertaken to either:

- Ensure the reliability of the existing infrastructure to deliver the service it was constructed to facilitate (e.g. replacing a bridge that has a 5 t load limit), or
- To ensure the infrastructure is of sufficient quality to meet the service requirements (e.g. condition of a playground).<sup>4</sup>

It is possible to prioritise renewals by identifying assets or asset groups that:

- Have a high consequence of failure,
- Have high use and subsequent impact on users would be significant,
- Have higher than expected operational or maintenance costs, and
- Have potential to reduce life cycle costs by replacement with a modern equivalent asset that would provide the equivalent service.<sup>5</sup>

The ranking criteria used to determine priority of identified renewal proposals is detailed in Table 4.5.1

**Table 4.5.1: Renewal Priority Ranking Criteria**

Criteria	Weighting
Asset Condition Rating 4 or 5	20
Risks – Residual risk high or extreme	30
Stormwater Management Plan Actions	50
<b>Total</b>	<b>100%</b>

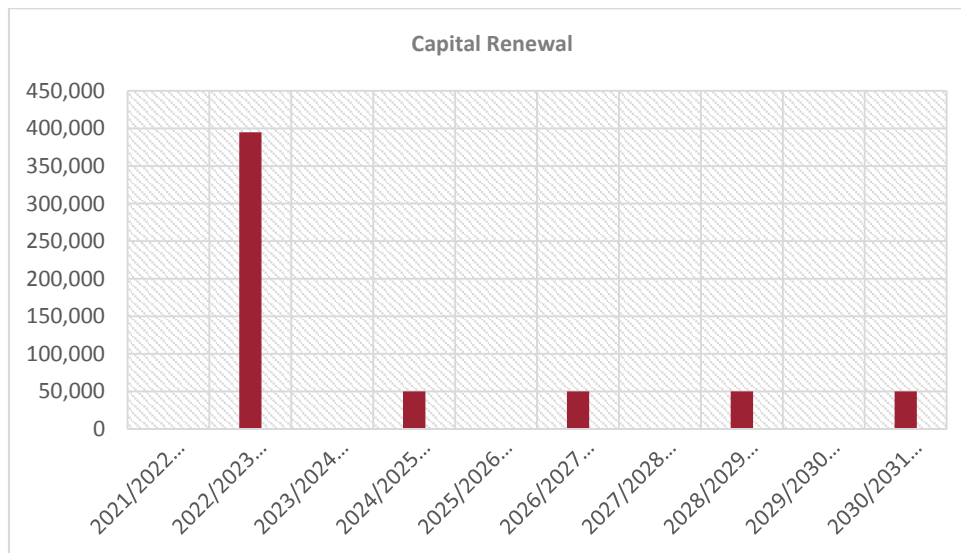
#### 4.5 Summary of future renewal costs

Forecast renewal costs are projected to increase over time if the asset stock increases. The forecast costs associated with renewals are shown relative to the proposed renewal budget in Figure 4.5.2. A detailed summary of the forecast renewal costs is shown in Appendix D.

**Figure 4.5.2 Forecast Renewal Costs**

<sup>4</sup> IPWEA, 2015, IIMM, Sec 3.4.4, p 3|91.

<sup>5</sup> Based on IPWEA, 2015, IIMM, Sec 3.4.5, p 3|97.



All figure values are shown in current day dollars.

## 4.6 Acquisition Plan

Acquisition reflects are new assets that did not previously exist or works which will upgrade or improve an existing asset beyond its existing capacity. They may result from growth, demand, social or environmental needs. Assets may also be donated, gifted to Council.

### 4.6.1 Selection criteria

Proposed acquisition of new assets, and upgrade of existing assets, are identified from various sources such as community requests, proposals identified by strategic plans or partnerships with others. Potential upgrade and new works should be reviewed to verify that they are essential to the Entities needs. Proposed upgrade and new work analysis should also include the development of a preliminary renewal estimate to ensure that the services are sustainable over the longer term. Verified proposals can then be ranked by priority and available funds and scheduled in future works programmes. The priority ranking criteria is detailed in Table 4.6.1.1

**Table 4.6.1.1: Acquired Assets Priority Ranking Criteria**

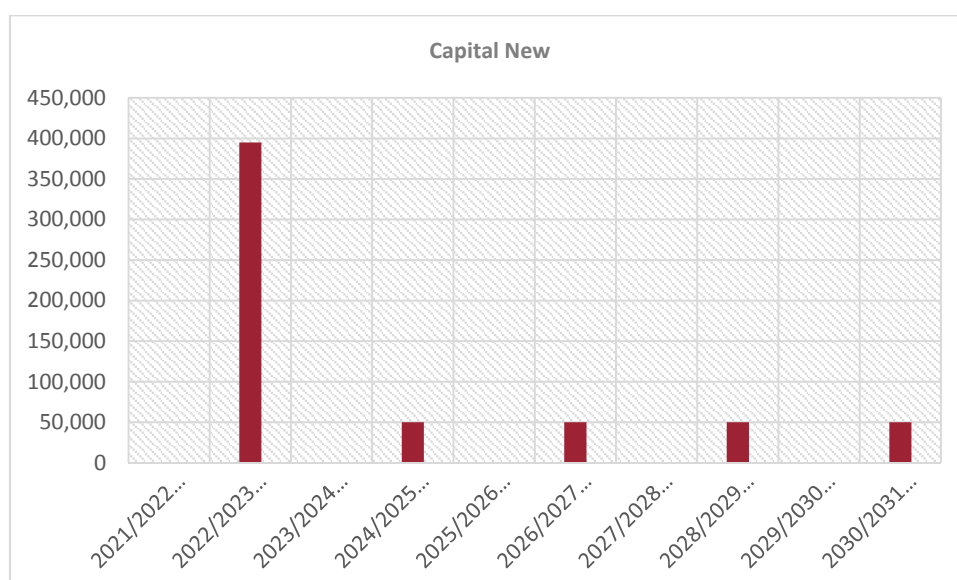
Criteria	Weighting
Gifted by Developers	60
Risks – Residual risk high or extreme	20
Stormwater Management Plan Actions	20
<b>Total</b>	<b>100%</b>

### Summary of future asset acquisition costs

Forecast acquisition asset costs are summarised / summarized in Figure 4.6.1.2 and shown relative to the proposed acquisition budget. The forecast acquisition capital works program is shown in Appendix A.

**Figure 4.6.1.2: Acquisition New (Constructed) Summary**





All figure values are shown in current day dollars.

#### 4.7 Disposal Plan

Disposal includes any activity associated with the disposal of a decommissioned asset including sale, demolition or relocation. Assets identified for possible decommissioning and disposal are shown in Table 4.7.1. A summary of the disposal costs and estimated reductions in annual operations and maintenance of disposing of the assets are also outlined in Table 4.7.1. Any costs or revenue gained from asset disposals is included in the long-term financial plan.

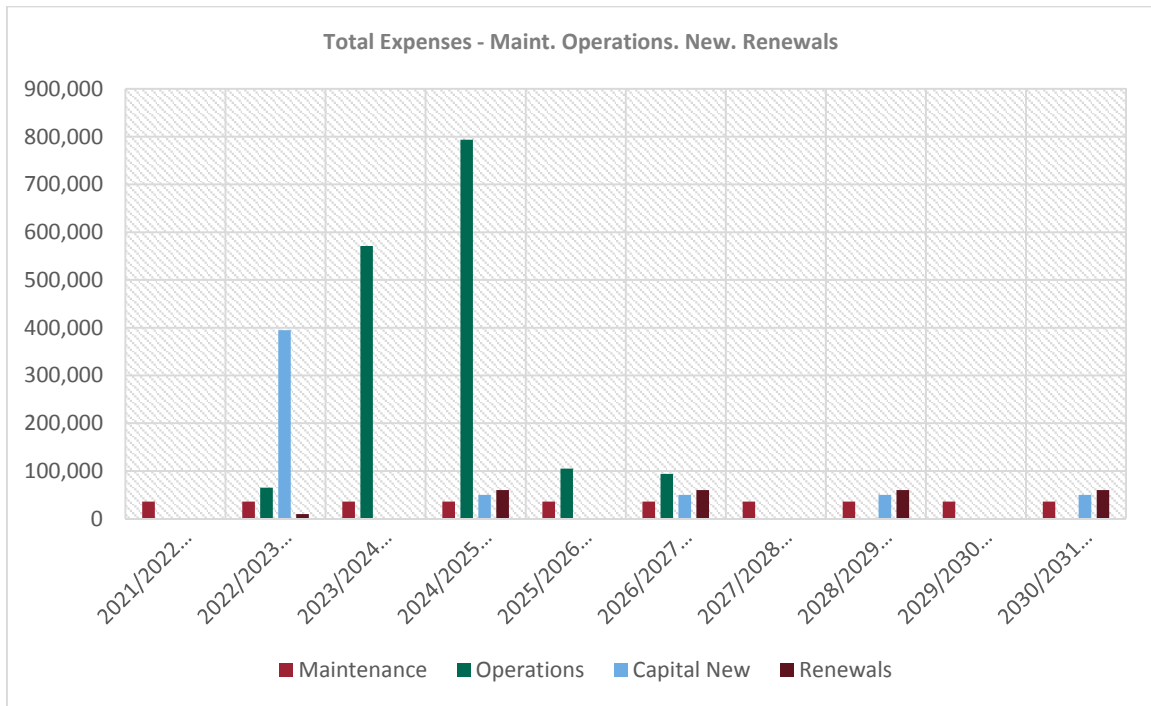
**Table 4.7.1: Assets Identified for Disposal**

Asset	Reason for Disposal	Timing	Disposal Costs	Operations & Maintenance Annual Savings
None Known	NA	NA	NA	NA
None Known	NA	NA	NA	NA

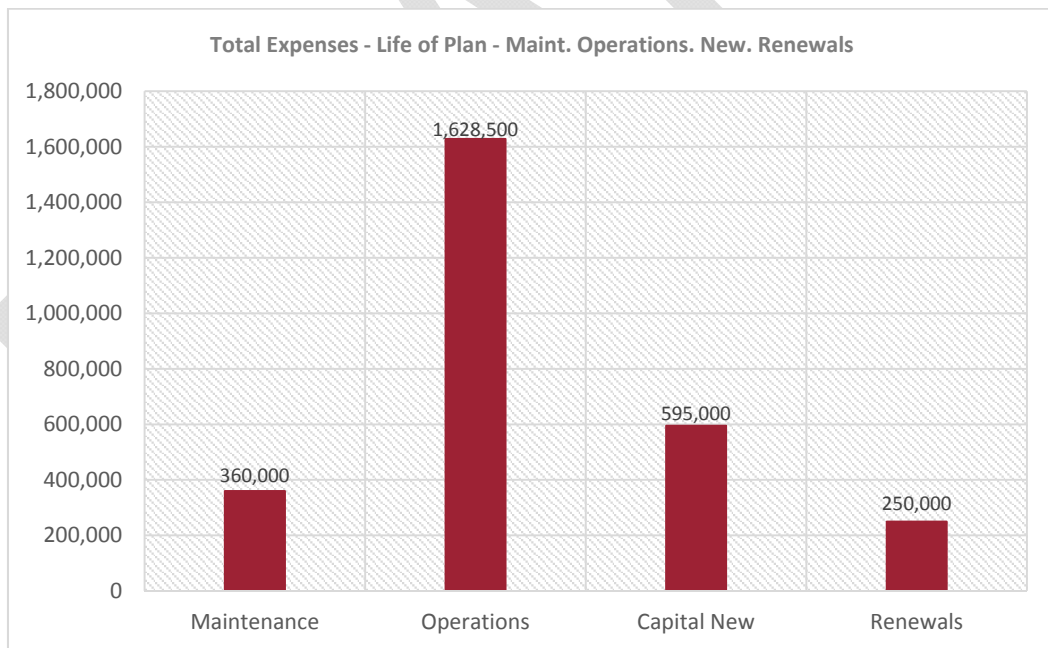
#### 4.8 Summary of asset forecast costs

The financial projections from this asset plan are shown in Figure 5.7.1. These projections include forecast costs for acquisition, operation, maintenance, renewal, and disposal. These forecast costs are shown relative to the proposed budget.

**Figure 5.7.1: Lifecycle Summary**



All figure values are shown in current day dollars.



All figure values are shown in current day dollars.

## 5.0 RISK MANAGEMENT PLANNING

The purpose of infrastructure risk management is to document the findings and recommendations resulting from the periodic identification, assessment and treatment of risks associated with providing services from infrastructure, using the fundamentals of International Standard ISO 31000:2018 Risk management – Principles and guidelines.

Risk Management is defined in ISO 31000:2018 as: ‘coordinated activities to direct and control with regard to risk’<sup>6</sup>.

An assessment of risks<sup>7</sup> associated with service delivery will identify risks that will result in loss or reduction in service, personal injury, environmental impacts, a ‘financial shock’, reputational impacts, or other consequences. The risk assessment process identifies credible risks, the likelihood of the risk event occurring, and the consequences should the event occur. The risk assessment should also include the development of a risk rating, evaluation of the risks and development of a risk treatment plan for those risks that are deemed to be non-acceptable.

### 5.1 Critical Assets

Critical assets are defined as those which have a high consequence of failure causing significant loss or reduction of service. Critical assets have been identified and along with their typical failure mode, and the impact on service delivery, are summarised in Table 5.1.1. Failure modes may include physical failure, collapse or essential service interruption.

**Table 5.1.1 Critical Assets**

Critical Asset(s)	Failure Mode	Impact
Stormwater	Lack of Stormwater Capacity	Flooding of Properties
Stormwater	Climate Change	Stormwater outlets lower than sea level

By identifying critical assets and failure modes an organisation can ensure that investigative activities, condition inspection programs, maintenance and capital expenditure plans are targeted at critical assets.

### 5.2 Risk Assessment

The risk management process used is shown in Figure 5.2.1 below.

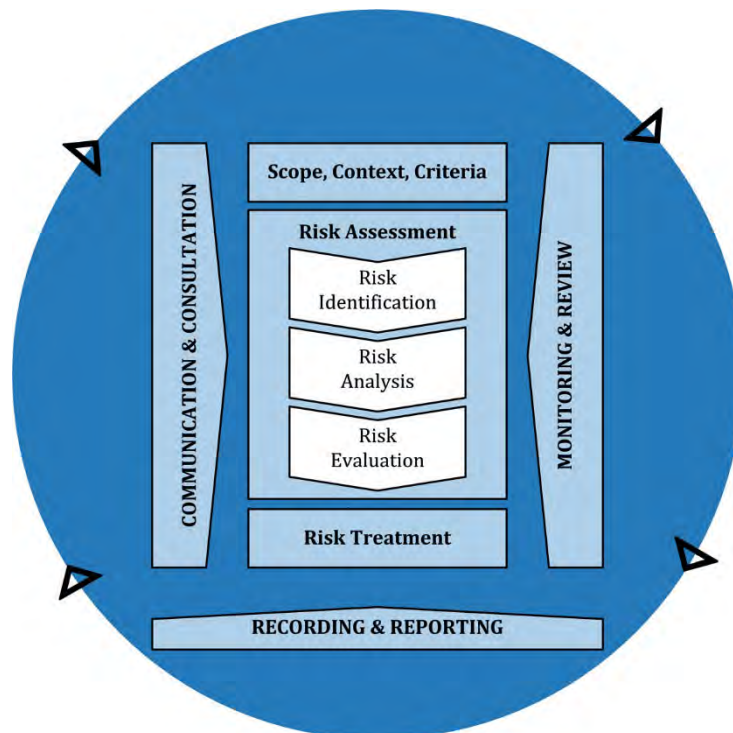
It is an analysis and problem-solving technique designed to provide a logical process for the selection of treatment plans and management actions to protect the community against unacceptable risks.

The process is based on the fundamentals of International Standard ISO 31000:2018.

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<sup>6</sup> ISO 31000:2009, p 2

<sup>7</sup> REPLACE with Reference to the Corporate or Infrastructure Risk Management Plan as the footnote



**Fig 5.2.1 Risk Management Process – Abridged**  
Source: ISO 31000:2018, Figure 1, p9

The risk assessment process identifies credible risks, the likelihood of the risk event occurring, the consequences should the event occur, development of a risk rating, evaluation of the risk and development of a risk treatment plan for non-acceptable risks.

An assessment of risks<sup>8</sup> associated with service delivery will identify risks that will result in loss or reduction in service, personal injury, environmental impacts, a 'financial shock', reputational impacts, or other consequences.

Critical risks are those assessed with 'Very High' (requiring immediate corrective action) and 'High' (requiring corrective action) risk ratings identified in the Infrastructure Risk Management Plan. The residual risk and treatment costs of implementing the selected treatment plan is shown in Table 5.2.2. It is essential that these critical risks and costs are reported to the Executive Management Team.

<sup>8</sup> REPLACE with Reference to the Corporate or Infrastructure Risk Management Plan as the footnote

**Table 5.2.2: Risks and Treatment Plans**

Service or Asset at Risk	What can Happen	Risk Rating (VH, H)	Risk Treatment Plan	Residual Risk *	Treatment Costs
Climate Change	Rising sea levels and changes to weather patterns will impact on the capacity of the existing stormwater system and an increase in flood prone areas from more frequent extreme tidal and storm events.	VH	Two Wells AWE Stormwater Management Plan and Coastal Adaptation Study are considered and actioned	M	Continue to monitor, update Coastal Adaptation Study undertake Mallala Stormwater Management Plan

Note \* The residual risk is the risk remaining after the selected risk treatment plan is implemented.

### 5.3 Forecast Reliability and Confidence

The forecast costs, proposed budgets, and valuation projections in this AM Plan are based on the best available data. For effective asset and financial management, it is critical that the information is current and accurate. Data confidence is classified on a A - E level scale<sup>9</sup> in accordance with Table 5.3.1.

**Table 5.3.1: Data Confidence Grading System**

Confidence Grade	Description
A. Very High	Data based on sound records, procedures, investigations and analysis, documented properly and agreed as the best method of assessment. Dataset is complete and estimated to be accurate $\pm 2\%$
B. High	Data based on sound records, procedures, investigations and analysis, documented properly but has minor shortcomings, for example some of the data is old, some documentation is missing and/or reliance is placed on unconfirmed reports or some extrapolation. Dataset is complete and estimated to be accurate $\pm 10\%$
C. Medium	Data based on sound records, procedures, investigations and analysis which is incomplete or unsupported, or extrapolated from a limited sample for which grade A or B data are available. Dataset is substantially complete but up to 50% is extrapolated data and accuracy estimated $\pm 25\%$
D. Low	Data is based on unconfirmed verbal reports and/or cursory inspections and analysis. Dataset may not be fully complete, and most data is estimated or extrapolated. Accuracy $\pm 40\%$
E. Very Low	None or very little data held.

The estimated confidence level for and reliability of data used in this AM Plan is shown in Table 5.3.2.

<sup>9</sup> IPWEA, 2015, IIMM, Table 2.4.6, p 2 | 71.

**Table 5.3.2: Data Confidence Assessment for Data used in AM Plan**

Data	Confidence Assessment	Comment
Demand drivers	Very High	Council trends available, Refer to Council Strategic Plan 2020-2024
Growth projections	Very High	Council trends available, refer to Council Strategic Plan 2020-2024
Acquisition forecast	Very High	Council trends available, refer to Council Strategic Plan 2020-2024. Align to LFTP – Capital Works Program
Operation forecast	High	Extrapolated from previous years
Maintenance forecast	High	Extrapolated from previous years
Renewal forecast		
- Asset values	Very High	Council trends available, refer to Council Strategic Plan 2020-2024. Align to LFTP – Capital Works Program
- Asset useful lives	Very High	Reviewed in accordance via revaluation schedule
- Condition modelling	Very High	Reviewed in accordance via revaluation schedule and condition ratings
Disposal forecast	N/A	N/A

The estimated confidence level for and reliability of data used in this AM Plan is considered to be Very High.

## 6.0 PLAN IMPROVEMENT AND MONITORING

### 6.1 Status of Asset Management Practices<sup>10</sup>

#### 6.1.1 Accounting and financial data sources

This AM Plan utilises accounting and financial data. The source of the data is Authority.

#### 6.1.2 Asset management data sources

This AM Plan also utilises asset management data. The source of the data is Conquest.

### 6.2 Improvement Plan

It is important that council recognise areas of their AM Plan and planning process that require future improvements to ensure effective asset management and informed decision making. The improvement plan generated from this AM Plan is shown in Table 6.2.1.

**Table 6.2.1: Improvement Plan**

Task	Task	Responsibility	Timeline
1	Annually review 10 year capital works program, renewals and new	Council Administration	October/November each year
2	Continue the development of stormwater implementation plans for each town as a follow-on from the stormwater management plans	Council Administration	As per revaluation requirements
3	Review service levels	Council Administration	As required
4	Long Term Financial Plan and Asset Management Plan align	Council Administration	As required
5	Review & Document Asset Management Plan Risks	Council Administration	Ongoing

### 6.3 Monitoring and Review Procedures

This AM Plan will be reviewed during the annual budget planning process and revised to show any material changes in service levels, risks, forecast costs and proposed budgets as a result of budget decisions.

The AM Plan will be reviewed and updated annually to ensure it represents the current service level, asset values, forecast operations, maintenance, renewals, acquisition and asset disposal costs and planned budgets. These forecast costs and proposed budget are incorporated into the Long-Term Financial Plan or will be incorporated into the Long-Term Financial Plan once completed.

The AM Plan has a maximum life of 4 years and is due for complete revision and updating within 2 years of each council election.

### 6.4 Performance Measures

The effectiveness of this AM Plan can be measured in the following ways:

- The degree to which the required forecast costs identified in this AM Plan are incorporated into the long-term financial plan,
- The degree to which the 1-5 year detailed works programs, budgets, business plans and corporate structures consider the 'global' works program trends provided by the AM Plan,

<sup>10</sup> ISO 55000 Refers to this as the Asset Management System

- The Asset Renewal Funding Ratio achieving the Organisational target (this target is often 90 – 110%).

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## 7.0 REFERENCES

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- IPWEA, 2014, Practice Note 8 – Levels of Service & Community Engagement, Institute of Public Works Engineering Australasia, Sydney, <https://www.ipwea.org/publications/ipweabookshop/practicenotes/pn8>
- ISO, 2014, ISO 55000:2014, Overview, principles and terminology
- ISO, 2018, ISO 31000:2018, Risk management – Guidelines
- Adelaide Plains Council Strategic Plan 2020 - 2024
- Adelaide Plains Council Annual Plan and Budget
- AWE Stormwater Management Plan - Two Wells Township

## 8.0 APPENDICES

### Appendix A Acquisition Forecast (New)

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
Stormwater Capital New											
Redbanks Road (005) from Mallala - Two Wells Road to Irish Street	0	100,000	0	0	0	0	0	0	0	0	100,000
Dublin Stormwater Capture Project - Stage 1	0	170,000	0	0	0	0	0	0	0	0	170,000
Dublin Stormwater Capture Project - Stage 2	0	110,000	0	0	0	0	0	0	0	0	110,000
Mallala Stormwater Urban Management Plan Outcomes	0	0	0	50,000		50,000		50,000	0	50,000	200,000
Middle Beach - Tidal Drainage System	0	15,000	0	0	0	0	0	0	0	0	15,000
	0	395,000	0	50,000	0	50,000	0	50,000	0	50,000	595,000
<b>TOTAL STORMWATER NEW</b>	<b>0</b>	<b>395,000</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	<b>595,000</b>

## Appendix B      Operation Forecast

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
<b>Stormwater Operating</b>											
Mallala Stormwater Flood Plain Management Plan (report)	0	65,000	0	0	0	0	0	0	0	0	65,000
Mallala Stormwater Urban Management Plan (report)	0	0	55,000	0	0	0	0	0	0	0	55,000
Levee, Hickinbotham - Component D - Flood Management Timing Plan	0	0	500,000	0	0	0	0	0	0	0	500,000
Levee, Hickinbotham - Component A1 - Area 2 Flood Management Timing Plan	0	0	16,000	0	0	0	0	0	0	0	16,000
Levee, Hickinbotham - Component C - Area 6 Flood Management Timing Plan	0	0	0	716,500	0	0	0	0	0	0	716,500
Levee, Hickinbotham - Component A2 - Area 3 Flood Management Timing Plan	0	0	0	7,000	0	0	0	0	0	0	7,000
Levee, Hickinbotham - Component A3 - Area 4 Flood Management Timing Plan	0	0	0	70,000	0	0	0	0	0	0	70,000
Levee, Hickinbotham - Component A4 - Area 5 Flood Management Timing Plan	0	0	0	0	105,000	0	0	0	0	0	105,000
Levee, Hickinbotham - Component A5 - Area 6 Flood Management Timing Plan	0	0	0	0	0	94,000	0	0	0	0	94,000
	0	65,000	571,000	793,500	105,000	94,000	0	0	0	0	1,628,500
<b>TOTAL STORMWATER OPERATING</b>	<b>0</b>	<b>65,000</b>	<b>571,000</b>	<b>793,500</b>	<b>105,000</b>	<b>94,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,628,500</b>

## Appendix C Maintenance Forecast

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
Stormwater Maintenance											
General Maintenance Requirements - Recurrent Costs	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000	360,000
<b>TOTAL STORMWATER MAINTENANCE</b>	<b>36,000</b>	<b>36,000</b>	<b>36,000</b>	<b>36,000</b>	<b>36,000</b>	<b>36,000</b>	<b>36,000</b>	<b>36,000</b>	<b>36,000</b>	<b>36,000</b>	<b>360,000</b>

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## Appendix D    Renewal Forecast Summary

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
Stormwater Capital Renewal											
Mallala Stormwater Urban Management Plan Outcomes	0	0	0	50,000	0	50,000	0	50,000	0	50,000	200,000
Allocation - Pump Station, Pump Replacements (*Refer Below)	0	10,000	0	10,000	0	10,000	0	10,000	0	10,000	50,000
*Tangari Estate Pump											
*Fourth Street, Dublin											
*Fifth Street, Dublin											
*St George Boulevard, Lewiston											
	0	10,000	0	60,000	0	60,000	0	60,000	0	60,000	250,000
<b>TOTAL STORMWATER RENEWAL</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>60,000</b>	<b>0</b>	<b>60,000</b>	<b>0</b>	<b>60,000</b>	<b>0</b>	<b>60,000</b>	<b>250,000</b>

# ASSET MANAGEMENT PLAN

## Community Wastewater Management System

### (CWMS)

Document Control		Asset Management Plan			
Document ID :					
Rev No	Date	Revision Details	Author	Reviewer	Approver
V1.11	June 2021	Develop Community Wastewater Management System (CWMS) Infrastructure Asset Management Plan	IAC		
V1.11	July 2021	For Review	IAC	GMEI EMT	EMT

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## 1.0 Introduction

### 1.1 Background

The goal and purpose of this Community Wastewater Management System (CWMS) Asset Management Plan is to improve Council's long-term strategic management of its CWMS assets in order to cater for the community's desired levels of service in the future, in accordance with Council's key strategic documents and demonstrate reasonable management in the context of Council's available financial and human resources.

The CWMS Plan is maintained and managed in accordance with all regulatory requirements under the South Australian Water Act 2012, the Essential Services Commission of South Australia (ESCOSA) the Office of the Technical Regulator (OTR) and Local government Act 1999.

Council will continue to develop service levels and asset renewal projects to ensure needs for the community are delivered. These service levels have been set in accordance with user needs, regulations, industry practice and legislative codes of practice.

The Asset Management Plan is to be read with Asset Management Policy and Asset Management Strategy, where developed, along with other key planning documents:

- Strategic Plan
- Annual Business Plan
- Long Term Financial Plan

The basic function of a CWMS network is to convey household and commercial wastewater from sinks, bathrooms and toilets (everything that goes down the drain) to a point of disposal being a lagoon and/or treatment plant, prior to disposing of the wastewater.

This infrastructure asset management plan covers the following infrastructure assets owned by the Adelaide Plains Council:

- Pump stations (9) and associated assets (including mechanical, civil and electrical assets)
- Gravity Drainage Network
- Pumping Stations
- Rising Mains Network
- Wastewater Treatment Plants
- Lagoons
- Reuse Systems

This CWMS Infrastructure Asset Management Plan provides for Council's Community Wastewater Management System network and has been developed using an asset register which was digitised using historical plans and field collection during 2020. The register was valued as at 30 June 2020 and has been updated with 2021/2022 capital works to the value of \$80,000.

The infrastructure assets included in this plan have a total replacement value of \$6,575,990

Asset	Quantity	Renewal Value	Total Value
Pump Stations	9	\$205,291	\$205,291
Air Valve/Scour Valve	15	45,066	\$45,066
CWMS Tanks	10	\$108,369	\$108,369
Domestic Pumps/Sumps	20	\$393,393	\$393,393
Gravity Pipes	74	\$1,414,146	\$1,414,146
Irrigation	31	\$544,286	\$544,286

Pump Chambers	5	\$142,817	\$142,817
Maintenance Holes	69	\$114, 969	\$114,969
Various CWMS Infrastructure Assets	Items	\$5,020,385	\$5,020,385
Total			<b>\$6,575,990</b>

Key stakeholders in the preparation and implementation of this AM Plan are shown in Table 1.1.1

**Table 1.1.1: Key Stakeholders in the AM Plan**

Key Stakeholder	Role in Asset Management Plan
Residents and Ratepayers	<ul style="list-style-type: none"> <li>■ Ultimate beneficiaries of the AMP process</li> <li>■ Feedback collected throughout the year</li> <li>■ Annual satisfaction survey undertaken</li> </ul>
Insurers	<ul style="list-style-type: none"> <li>■ Local Government Mutual Liability Scheme</li> </ul>
Lessees	<ul style="list-style-type: none"> <li>■ Leases operating who provide feedback on services, and have a range of maintenance responsibilities</li> </ul>
State Government	<ul style="list-style-type: none"> <li>■ SA Health Authority</li> <li>■ Environment Protection Authority</li> <li>■ Essential Services Commission of South Australia (ESCOSA) - Office of the Technical Regulator (OTR)</li> </ul>
Visitor / Tourists	<ul style="list-style-type: none"> <li>■ Regular satisfaction surveys undertaken, and feedback collected</li> </ul>
Council	<ul style="list-style-type: none"> <li>■ To act as custodians of community assets</li> <li>■ To set Asset Management Policy and vision</li> <li>■ Allocate resources to meet Council objectives in providing services while managing risks</li> </ul>
Executive Management Team	<ul style="list-style-type: none"> <li>■ Responsible for the development, management and review of an Asset Management Strategy, associated plans, practices and reporting on the status and effectiveness of Council's asset management</li> <li>■ To monitor and review the performance of employees in achieving the asset management strategy, plans and practices</li> <li>■ To ensure sufficient resources are applied to manage the assets to legislative requirements; and</li> <li>■ Accountable for the management of assets within their areas of responsibility</li> </ul>
Asset Manager and Staff	<ul style="list-style-type: none"> <li>■ To lead the development of the Asset Management Plans</li> <li>■ To develop and implement maintenance, renewal and capital works programs in accordance with the Asset Management Policy, Strategy, Plans, as well as budget allocations</li> <li>■ Develop Specific Management Plans (upgrade, renewal, maintenance, operations, disposal)</li> </ul>

Key Stakeholder	Role in Asset Management Plan
	<ul style="list-style-type: none"> <li>■ To deliver levels of service to agreed risk and cost standards and expectations</li> <li>■ To report asset related risk and damage</li> <li>■ To establish and monitor asset compliance and risk inspection regimes</li> <li>■ To manage asset condition assessments</li> <li>■ To provide technical expertise to the Executive Management Team</li> </ul>

## 1.2 Goals and Objectives of Asset Ownership

Our goal for managing infrastructure assets is to meet the defined level of service (as amended from time to time) in the most cost effective manner for present and future consumers. The key elements of infrastructure asset management are:

- Providing a defined level of service and monitoring performance,
- Managing the impact of growth through demand management and infrastructure investment,
- Taking a lifecycle approach to developing cost-effective management strategies for the long-term that meet the defined level of service,
- Identifying, assessing and appropriately controlling risks, and
- Linking to a Long-Term Financial Plan which identifies required, affordable forecast costs and how it will be allocated.

Key elements of the planning framework are:

- Levels of service – specifies the services and levels of service to be provided,
- Risk Management,
- Future demand – how this will impact on future service delivery and how this is to be met,
- Lifecycle management – how to manage its existing and future assets to provide defined levels of service,
- Financial summary – what funds are required to provide the defined services,
- Asset management practices – how we manage provision of the services,
- Monitoring – how the plan will be monitored to ensure objectives are met,
- Asset management improvement plan – how we increase asset management maturity.

Other references to the benefits, fundamentals principles and objectives of asset management are:

- International Infrastructure Management Manual 2015 <sup>1</sup>
- ISO 55000<sup>2</sup>

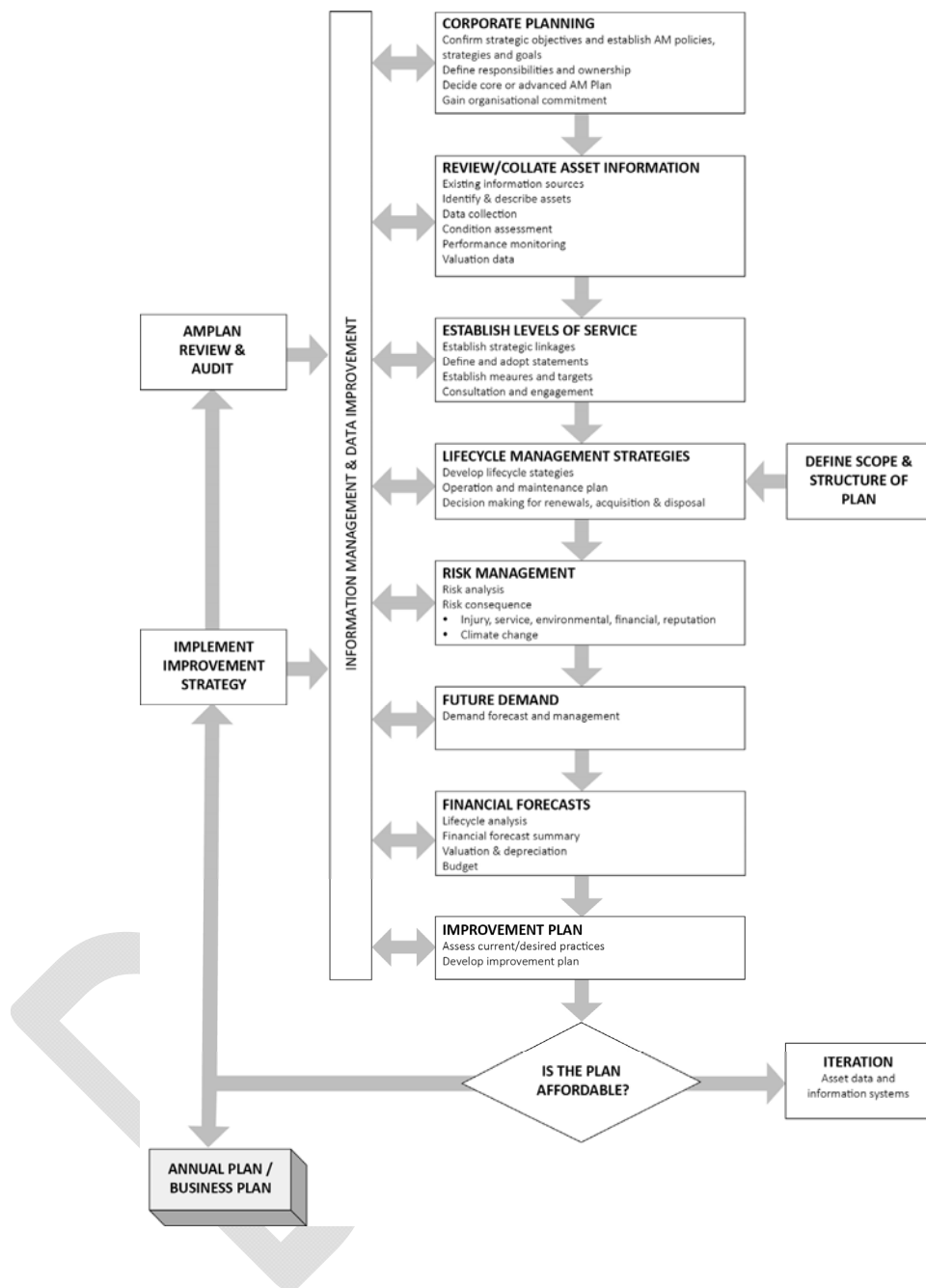
A road map for preparing an AM Plan is shown below.

### ***Road Map for preparing an Asset Management Plan***

<sup>1</sup> Based on IPWEA 2015 IIMM, Sec 2.1.3, p 2 | 13

<sup>2</sup> ISO 55000 Overview, principles and terminology

Source: IPWEA, 2006, IIMM, Fig 1.5.1, p 1.11



## 2.0 LEVELS OF SERVICE

The community generally expect that Council will have the necessary infrastructure and operation and maintenance practices in place to manage Councils Community Wastewater Management System.

Levels of service relate to outcomes the customer receives in terms of quality, quantity, responsiveness and performance as provided by the asset, they area developed in line with Councils strategic and corporate goals and legislative requirements.

**Community Levels of Service** relates to the service outcomes that the community wants in terms of quality, quantity, responsiveness, amenity, safety and financing.

**Table 2.1.1 Community Levels of Service**

Key Performance Measure	Level of Service Objective	Performance Measure Process	Current Level of Service	Desired Level of Service
<b>CUSTOMER (COMMUNITY) LEVEL OF SERVICE</b>				
Quality	Well maintained and suitable wastewater collection and disposal system	Number of customer requests relating to CWMS maintenance	Acceptable compliance to SA Health and EPA requirements	Continuing to meet the service delivery needs of the community
Function	Meet SA Health Department & EPA standards	Compliance to approval conditions compliance to approval conditions	All uncontrolled releases from the network stopped within 4 hours of being reported	Continuing to meet community expectations
Responsiveness	Response time to customer requests & time taken to complete requests	> 90% of all requests adequately responded to and dealt with within 4 hours of being notified (excluding parts supply)	Acceptable compliance to SA Health and EPA requirements	Continuing to meet capacity requirements
Safety	Low level of risk to personal and environmental health	Overflows within the pipe network, treatment plant and/or at pump stations	Acceptable Compliance to SA Health and EPA requirements	Continuing to provide a low risk service to the community

**Technical Levels of Service** support the community service levels and are operational or technical measures of performance. These technical measures relate to the allocation of resources to service activities that the Council undertakes to best achieve the desired community outcomes.

**Table 2.1.2 Technical Levels of Service**

<b>TECHNICAL LEVEL OF SERVICE</b>				
<b>Operations Cost Effectiveness</b>	Provide cost effective Community Wastewater Management System to meet Department of Health and EPA guidelines	Monitor energy usage	Energy usage maintained to current or below current levels	Review periodically - energy usage
<b>Maintenance</b>	Periodic visual assessment and servicing of access points	Routine removal and inspection of access lids	Ongoing inspections and flushing at intervals of not more than 12 months	Access to all reported blockages available within the 4 hour timeframe
	Periodic visual assessment to determine condition and function of drains	CCTV inspection (when required) and drain flushing	As per contract with Light Regional Council	Ongoing inspections and flushing at intervals of not more than 12 months
<b>Condition</b>	Network assets in good condition to ensure Community Wastewater Management System has appropriate design capacity	Continuous monitoring of pump stations operating hours	No pump station to operate for more than 12 hours per day as per SA Health guidelines	No pump station to operate for more than 12 hours per day as per SA Health guidelines
<b>Renewal</b>	Renewal of existing assets at an optimum time in their lifecycle	CCTV inspection and drain flushing	100% of network inspected at intervals of not more than 6 years	100% of network inspected at intervals of not more than 6 years
	Planned works that requires replacement identified as part of periodic inspection	Planned renewal works	As and where required as identified and planned from periodic visual inspection	As and where required as identified and planned from periodic visual inspection.
<b>New/Upgrade</b>	Targeted capital works if capacity or Work Health and Safety issue	Planned capital works	As and where required as identified and planned from periodic visual inspection	Developer liaison

Function	Odour control from Wastewater Treatment Plant lagoon storage	Periodic monitoring level of odour near Wastewater Treatment Plant lagoon & storage	No reported incidents, monitor	Monitor
	Septic Tank Cleaning (Middle Beach)	Septic Tank Cleaning Program (Middle Beach)	100% of Septic Tanks cleaned on a 4 yearly cycle (Middle Beach)	Action 100% of Septic Tanks cleaned on a 4 yearly cycle (Middle Beach)
Safety	Planned renewal if Work Health and Safety component Treated water quality	Planned renewal works	As and where required as identified and planned from periodic visual inspection	As and where required as identified and planned from periodic visual inspection
		Compliance to reclaimed water guidelines	Number of samples taken meet Department of Health and EPA guidelines	Number of samples taken meet Department of Health and EPA guidelines

In addition to these, Council's Licence Agreement conditions in terms of operating the CWMS System require that APC contractor provide a monthly monitoring program to ensure that the water quality meets the Health Department and EPA Requirements.

A detailed analysis of the water quality monitoring program and sampling requirements are stored in Council's Electronic Document Management System.



### 3.0 FUTURE DEMAND

#### 3.1 Demand Forecasts

Drivers affecting demand include population change, changes in demographics, seasonal factors, consumer preferences and expectations, technological changes, economic factors, agricultural practices and environmental awareness. The impact of these trends are regularly examined and demand management strategies are recommended as a technique to modify demand without compromising customer expectation. The Population Projections by Local Government Area predicts the Estimated Resident Population will increase as follows:

There is predicted to be stronger growth in Two Wells, Mallala and Dublin Townships, with a probable population of up to 19,358 people within the Adelaide Plains Council by 2050.

In forecasting on the future integration of land use and Community Wastewater Management System (CWMS) planning, the following are being reviewed:

- Opportunities for provision of reuse water to Council open space and recreation parks.
- Land use effluent disposal demand
- Effluent reuse
- Irrigation
- Urban Boundary Growth

Factors affecting demand include changes in demographics, customer preferences & expectations and economic factors, etc. Demand factor trends and impacts on service delivery are summarised in Table 3.1.1

**Table 3.1.1 Demand Factors, Projections and Impact on Services**

Present Position	Demand Forecast	Demand Impact (Projection)	Impact on Services
Population increase	Planned to accommodate for 19,358 by 2050. (source, APC Strategic Plan 2020-2024)	Increased demand and use of CWMS assets will affect the useful life of the assets which will increase the maintenance and renewal program.	A review needs to be undertaken to confidently determine capacity currently exists to accommodate potential future demand from zoned residential land.
Population	2016 Census (ABS) 8,801 Average growth rate of 5.5% per year between 2011-2016. (source, APC Strategic Plan 2020-2024)	It is projected to grow by 10,557 persons to a population of 19,358 by 2050 at 1.2% per annum. (source, APC Strategic Plan 2020-2024)	
Demographics	Population Growth - It is projected to grow by 10,557 persons to a population of 19,358 by 2050 at 1.2% per annum. (source, APC Strategic Plan 2020-2024)	Future growth rate will depend on timing of rezoning and servicing of additional land located in existing townships not connected to be investigated.	Potential impact from new land developments.

#### 3.2 Demand Impact and Demand Management Plan

Demand for new services will be managed through a combination of managing existing assets, upgrading of existing assets and providing new assets to meet demand and demand management. Council will determine the ability of the existing systems to manage increased requirements. Opportunities identified to date for demand management are shown in Table 3.1.2.

Further opportunities will be developed in future revisions of this asset management plan.

**Table 3.1.2 Demand Management Plan**

Service Activity	Demand Management Plan
Wastewater Collection	Investigate Capacity assessment of each pump station.
	Evaluation of impact of new allotments on existing infrastructure.
	Assess Developer contributions per Council policy.
	Negotiated developer system augmentations where required.
Wastewater Treatment, Storage and Reuse	Review capacity assessment of wastewater harvesting facilities.
	Capacity assessment of wastewater treatment processes, transfer and storage of treated wastewater.
	Evaluation of impact of new irrigation areas.
	Plan to incorporate any identified growth of treated effluent demand for irrigation.
Trade Waste Discharge	Increased stormwater inflow into the wastewater network.
	These impacts will be minimised by applying strict water quality discharge limits on all trade waste connections to the system.
Stormwater inflow	Focused flow monitoring of system and smoke testing targeted areas.
	Public education plays a significant role in the minimisation of rainwater inflow into the wastewater network. Increasing community awareness on the effects of the excessive inflow rates will help in reducing the number of faulty private drains and illegal stormwater connections.

The new assets required to meet growth will be acquired free of cost from the land developments and constructed/acquired by Council.

## 4.0 LIFECYCLE MANAGEMENT PLAN

The lifecycle management plan details how the Council plans to manage and operate the assets at the agreed levels of service (Refer to Section 2) while managing life cycle costs.

### 4.1 Background Data

Adelaide Plains Council's Community Wastewater Management System (CWMS) assets are located throughout the Adelaide Plains Council.

- Pump stations (9) and associated assets (including mechanical, civil and electrical assets)
- Gravity Drainage Network
- Pumping Stations
- Rising Mains Network
- Wastewater Treatment Plants
- Lagoons
- Reuse Systems

### 4.2 Asset Capacity and Performance

Council's services are generally provided to meet design standards where these are available. Locations where deficiencies in service performance are known are detailed in Table 4.2.1

**Table 4.2.1: Known Service Performance Deficiencies**

Assets	Service Deficiency
Future Demand	Providing new assets to meet demand.
Wastewater Treatment, Storage and Reuse	Plan to incorporate any identified growth of treated effluent demand for irrigation use.

The above service deficiencies were identified and are being considered and prioritised. Refer to above Demand Management Plan.

### 4.3 Asset Condition

Condition is currently monitored via field collection of CWMS at the time of asset revaluation.

Condition is measured using a 1 – 5 grading system<sup>3</sup> as detailed in Table 4.3.1. It is important that a consistent approach is used in reporting asset performance enabling effective decision support. A finer grading system may be used at a more specific level, however, for reporting in the AM plan results are translated to a 1 – 5 grading scale for ease of communication.

<sup>3</sup> IPWEA, 2015, IIMM, Sec 2.5.4, p 2|80.

**Table 4.3.1: Condition Grading System**

Condition Grading	Description of Condition
<b>1</b>	<b>Very Good:</b> free of defects, only planned and/or routine maintenance required
<b>2</b>	<b>Good:</b> minor defects, increasing maintenance required plus planned maintenance
<b>3</b>	<b>Fair:</b> defects requiring regular and/or significant maintenance to reinstate service
<b>4</b>	<b>Poor:</b> significant defects, higher order cost intervention likely
<b>5</b>	<b>Very Poor:</b> physically unsound and/or beyond rehabilitation, immediate action required

The overall condition score and subsequent consumption of the CWMS assets has been estimated based on a combination of available data such as age and the standard useful life of the asset.

**Table 4.3.2: Asset Standard Useful Lives**

Asset	Standard Useful Life
Inspection, Maintenance Points and Holes	70 years
Return, Air & Scour Valves	30 years
Property Connection Pipe – 100 & 150mm	75 years
Gravity Pipes	60 years
Rising Mains	60 years
Irrigation & Pressure Pipes	60 years
Pump Chambers	50 years
Pump Stations	15 years
Pump Station Controller (Electrical)	30 years
Treatment Lagoon Lining	30 years
Irrigation Pumps	15 years

#### 4.4 Operations and Maintenance Plan

Operations include regular activities to provide services. Examples of typical operational activities include cleaning, street sweeping, asset inspection, and utility costs.

Maintenance includes all actions necessary for retaining an asset as near as practicable to an appropriate service condition including regular ongoing day-to-day work necessary to keep assets operating. Examples of typical maintenance activities include pipe repairs and cleaning.

The trend in operations and maintenance budgets are shown in Tables 4.4.1 and 4.4.2

**Table 4.4.1: Maintenance Budget Trends**

Year	Maintenance Budget \$
2019 - 2020	\$74,815 (Actual)
2020 - 2021	\$86,431 (Budget)
2021 - 2022	\$95,872 (Budget)

**Table 4.4.2: Operations Budget Trends**

Year	Operations Budget \$
2019 - 2020	\$182,221 (Actual)
2020 - 2021	\$161,003 (Budget)
2021 - 2022	\$196,632 (Budget)

Maintenance budget levels are considered to be adequate to meet projected service levels, which may be less than or equal to current service levels. Where maintenance budget allocations are such that they will result in a lesser level of service, the service consequences and service risks have been identified and are highlighted in this AM Plan and service risks considered in the Infrastructure Risk Management Plan.

#### 4.5 Renewal Plan

Renewal is major capital work which does not significantly alter the original service provided by the asset, but restores, rehabilitates, replaces or renews an existing asset to its original service potential. Work over and above restoring an asset to original service potential is considered to be an acquisition resulting in additional future operations and maintenance costs.

Assets requiring renewal are identified from one of two approaches in the Lifecycle Model.

- The first method uses Asset Register data to project the renewal costs (current replacement cost) and renewal timing (acquisition year plus updated useful life to determine the renewal year), or
- The second method uses an alternative approach to estimate the timing and cost of forecast renewal work (i.e. condition modelling system, staff judgement, average network renewals, or other).

The typical useful lives of assets used to develop projected asset renewal forecasts are shown in Table 4.5.1. Asset useful lives were last reviewed on 30 June 2020.

**Table 4.5.1: Useful Lives of Assets**

Asset	Standard Useful Life
Inspection, Maintenance Points and Holes	70 years
Return, Air & Scour Valves	30 years
Property Connection Pipe – 100 & 150mm	75 years
Gravity Pipes	60 years
Rising Mains	60 years
Irrigation & Pressure Pipes	60 years
Pump Chambers	50 years
Pump Stations	15 years
Pump Station Controller (Electrical)	30 years
Treatment Lagoon Lining	30 years
Irrigation Pumps	15 years

The estimates for renewals in this AM Plan were based on Method 2.

##### 4.4.1 Renewal ranking criteria

Asset renewal is typically undertaken to either:

- Ensure the reliability of the existing infrastructure to deliver the service it was constructed to facilitate (e.g. replacing a bridge that has a 5 t load limit), or

- To ensure the infrastructure is of sufficient quality to meet the service requirements (e.g. condition of a playground).<sup>4</sup>

It is possible to prioritise renewals by identifying assets or asset groups that:

- Have a high consequence of failure,
- Have high use and subsequent impact on users would be significant,
- Have higher than expected operational or maintenance costs, and
- Have potential to reduce life cycle costs by replacement with a modern equivalent asset that would provide the equivalent service.<sup>5</sup>

The ranking criteria used to determine priority of identified renewal proposals is detailed in Table 4.5.2

**Table 4.5.2: Renewal Priority Ranking Criteria**

Criteria	Weighting
End of Useful Life	20
Risks – Residual risk high or extreme	30
Safety and Compliance	50
<b>Total</b>	<b>100%</b>

## 4.5 Summary of future renewal costs

Forecast renewal costs are projected to increase over time if the asset stock increases. The forecast costs associated with renewals are shown relative to the proposed renewal budget in Figure 4.5.1. A detailed summary of the forecast renewal costs is shown in Appendix D.

**Figure 4.5.1 Forecast Renewal Costs**



<sup>4</sup> IPWEA, 2015, IIMM, Sec 3.4.4, p 3|91.

<sup>5</sup> Based on IPWEA, 2015, IIMM, Sec 3.4.5, p 3|97.

All figure values are shown in current day dollars.

## 4.6 Acquisition Plan

Acquisition reflects are new assets that did not previously exist or works which will upgrade or improve an existing asset beyond its existing capacity. They may result from growth, demand, social or environmental needs. Assets may also be donated, gifted to Council.

### 4.6.1 Selection criteria

Proposed acquisition of new assets, and upgrade of existing assets, are identified from various sources such as community requests, proposals identified by strategic plans or partnerships with others. Potential upgrade and new works should be reviewed to verify that they are essential to the Entities needs. Proposed upgrade and new work analysis should also include the development of a preliminary renewal estimate to ensure that the services are sustainable over the longer term. Verified proposals can then be ranked by priority and available funds and scheduled in future works programmes. The priority ranking criteria is detailed in Table 4.6.1.1

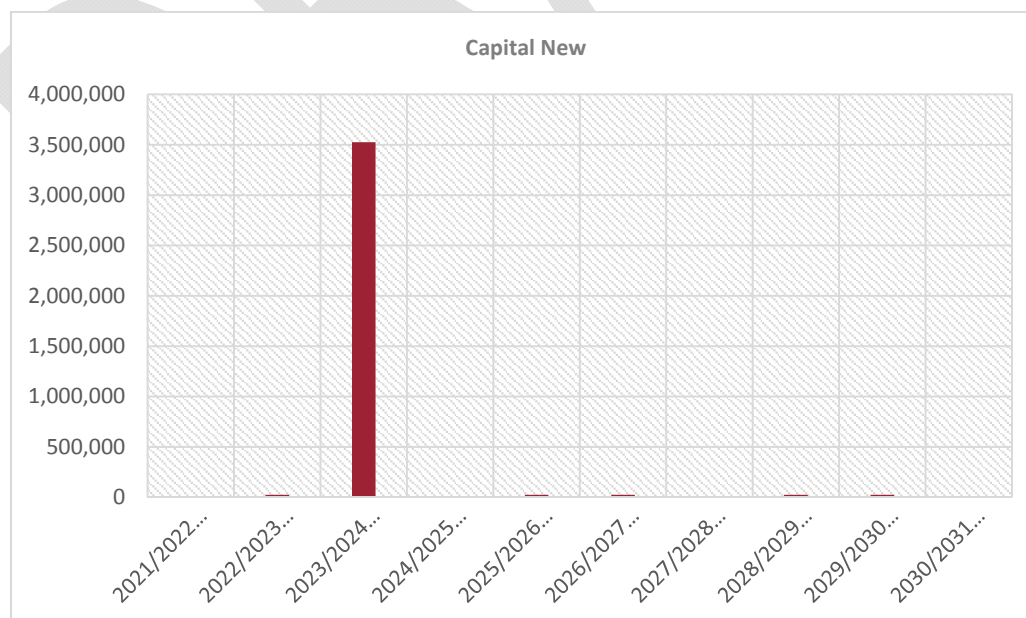
**Table 4.6.1.1: Acquired (New) Assets Priority Ranking Criteria**

Criteria	Weighting
Safety and Compliance	20
Risks – Residual risk high or extreme	20
Demand	60
<b>Total</b>	<b>100%</b>

### Summary of future asset acquisition costs

Forecast acquisition asset costs are summarised / summarized in Figure 4.6.1.2 and shown relative to the proposed acquisition budget. The forecast acquisition capital works program is shown in Appendix A.

**Figure 4.6.1.2: Acquisition New (Constructed) Summary**



All figure values are shown in current day dollars.

## 4.7 Disposal Plan

Disposal includes any activity associated with the disposal of a decommissioned asset including sale, demolition or relocation. Assets identified for possible decommissioning and disposal are shown in Table 4.7.1. A summary of the disposal costs and estimated reductions in annual operations and maintenance of disposing of the assets are also outlined in Table 4.7.1. Any costs or revenue gained from asset disposals is included in the long-term financial plan.

**Table 4.7.1: Assets Identified for Disposal**

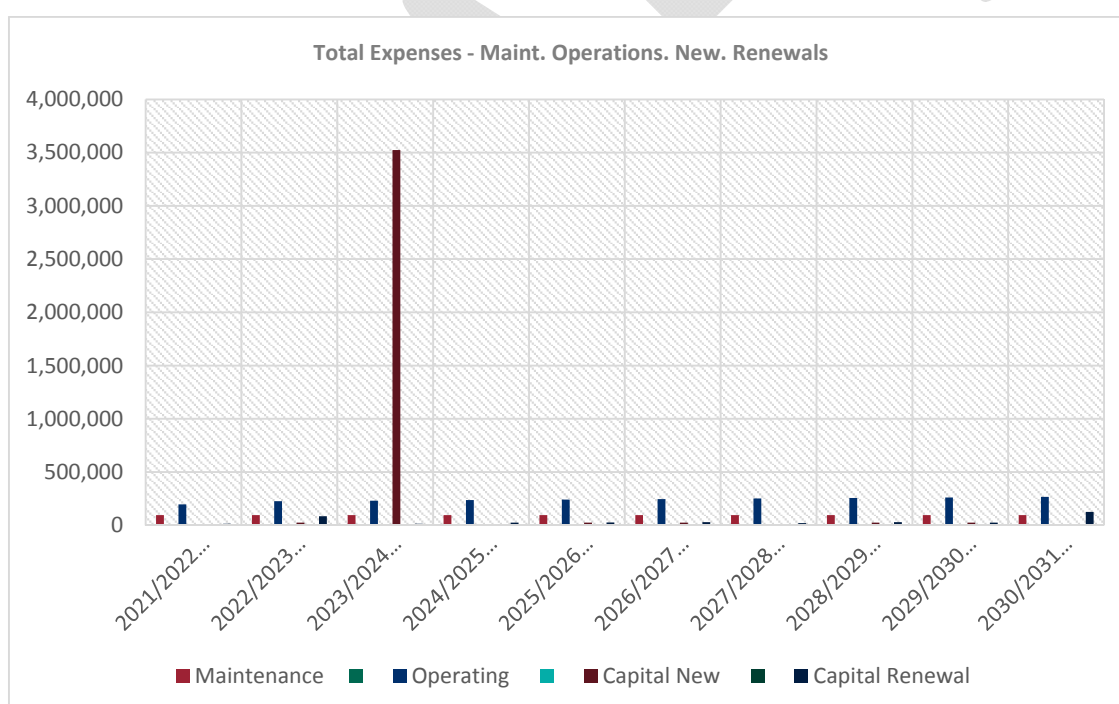
Asset	Reason for Disposal	Timing	Disposal Costs	Operations & Maintenance Annual Savings
None Known	NA	NA	NA	NA
None Known	NA	NA	NA	NA

## 4.8

### Summary of asset forecast costs

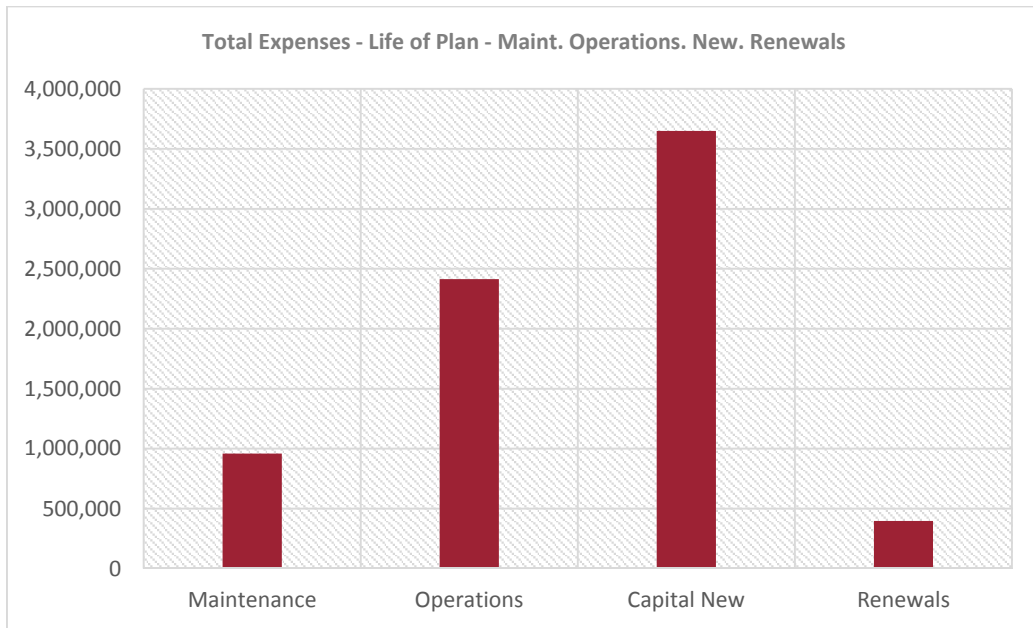
The financial projections from this asset plan are shown in Figure 4.8.1. These projections include forecast costs for acquisition, operation, maintenance, renewal, and disposal. These forecast costs are shown relative to the proposed budget.

**Figure 4.8.1: Lifecycle Summary**



All figure values are shown in current day dollars.





All figure values are shown in current day dollars.

## 5.0 RISK MANAGEMENT PLANNING

The purpose of infrastructure risk management is to document the findings and recommendations resulting from the periodic identification, assessment and treatment of risks associated with providing services from infrastructure, using the fundamentals of International Standard ISO 31000:2018 Risk management – Principles and guidelines.

Risk Management is defined in ISO 31000:2018 as: ‘coordinated activities to direct and control with regard to risk’<sup>6</sup>.

An assessment of risks<sup>7</sup> associated with service delivery will identify risks that will result in loss or reduction in service, personal injury, environmental impacts, a ‘financial shock’, reputational impacts, or other consequences. The risk assessment process identifies credible risks, the likelihood of the risk event occurring, and the consequences should the event occur. The risk assessment should also include the development of a risk rating, evaluation of the risks and development of a risk treatment plan for those risks that are deemed to be non-acceptable.

### 5.1 Critical Assets

Critical assets are defined as those which have a high consequence of failure causing significant loss or reduction of service. Critical assets have been identified and along with their typical failure mode, and the impact on service delivery, are summarised in Table 5.1.1. Failure modes may include physical failure, collapse or essential service interruption.

**Table 5.1.1 Critical Assets**

Critical Asset(s)	Failure Mode	Impact
Pump Stations	Breakdowns	Possible Overflows
Treatment Lagoons	Over Topping	Possible Overflows

By identifying critical assets and failure modes an organisation can ensure that investigative activities, condition inspection programs, maintenance and capital expenditure plans are targeted at critical assets.

### 5.2 Risk Assessment

The risk management process used is shown in Figure 5.2.1 below.

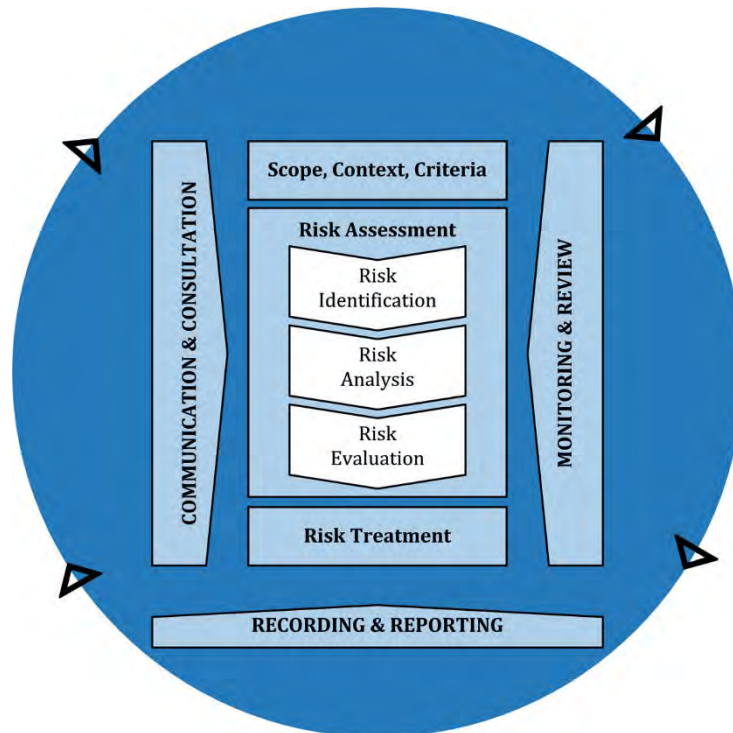
It is an analysis and problem-solving technique designed to provide a logical process for the selection of treatment plans and management actions to protect the community against unacceptable risks.

The process is based on the fundamentals of International Standard ISO 31000:2018.

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<sup>6</sup> ISO 31000:2009, p 2

<sup>7</sup> REPLACE with Reference to the Corporate or Infrastructure Risk Management Plan as the footnote



**Fig 5.2.1 Risk Management Process – Abridged**  
Source: ISO 31000:2018, Figure 1, p9

The risk assessment process identifies credible risks, the likelihood of the risk event occurring, the consequences should the event occur, development of a risk rating, evaluation of the risk and development of a risk treatment plan for non-acceptable risks.

An assessment of risks<sup>8</sup> associated with service delivery will identify risks that will result in loss or reduction in service, personal injury, environmental impacts, a 'financial shock', reputational impacts, or other consequences.

Critical risks are those assessed with 'Very High' (requiring immediate corrective action) and 'High' (requiring corrective action) risk ratings identified in the Infrastructure Risk Management Plan. The residual risk and treatment costs of implementing the selected treatment plan is shown in Table 5.2.2. It is essential that these critical risks and costs are reported to the Executive Management Team.

<sup>8</sup> REPLACE with Reference to the Corporate or Infrastructure Risk Management Plan as the footnote

**Table 5.2.2: Risks and Treatment Plans**

Service or Asset at Risk	What can Happen	Risk Rating (VH, H)	Risk Treatment Plan	Residual Risk *	Treatment Costs
Treatment Plant	Discharge to environment from inadequacy capacity	High	Upgrade plant capacity/emergency flow storages.	L	Investigate costs.
Effluent Lines	Blockage	High	Program regular flushing of lines and inspections.	Low	Currently performed – service agreement with RL Council.
Pump Stations	Blockage	High	Program regular flushing of lines and inspections.	Low	Currently performed – service agreement with RL Council.
Pump Stations	Pump Failure	High	Upgrade telemetry monitoring, emergency response plan, determine requirements for emergency generator, emergency portable pump.	High	Investigate, APC own a mobile diesel generator.
Effluent Lines	Infrastructure damaged by excavation	High	Add GIS CWMS data to Dial Before You Dig service.	Low	Investigate cost.
Effluent Lines	Deterioration of existing lines	High	Systematic cleaning and inspection of drain and replace or repair when required.	High	Known at time before replacement occurs.

Note \* The residual risk is the risk remaining after the selected risk treatment plan is implemented.

### 5.3 Forecast Reliability and Confidence

The forecast costs, proposed budgets, and valuation projections in this AM Plan are based on the best available data. For effective asset and financial management, it is critical that the information is current and accurate. Data confidence is classified on a A - E level scale<sup>9</sup> in accordance with Table 5.3.1.

<sup>9</sup> IPWEA, 2015, IIMM, Table 2.4.6, p 2 | 71.

**Table 5.3.1: Data Confidence Grading System**

Confidence Grade	Description
A. Very High	Data based on sound records, procedures, investigations and analysis, documented properly and agreed as the best method of assessment. Dataset is complete and estimated to be accurate $\pm 2\%$
B. High	Data based on sound records, procedures, investigations and analysis, documented properly but has minor shortcomings, for example some of the data is old, some documentation is missing and/or reliance is placed on unconfirmed reports or some extrapolation. Dataset is complete and estimated to be accurate $\pm 10\%$
C. Medium	Data based on sound records, procedures, investigations and analysis which is incomplete or unsupported, or extrapolated from a limited sample for which grade A or B data are available. Dataset is substantially complete but up to 50% is extrapolated data and accuracy estimated $\pm 25\%$
D. Low	Data is based on unconfirmed verbal reports and/or cursory inspections and analysis. Dataset may not be fully complete, and most data is estimated or extrapolated. Accuracy $\pm 40\%$
E. Very Low	None or very little data held.

The estimated confidence level for and reliability of data used in this AM Plan is shown in Table 5.3.2.

**Table 5.3.2: Data Confidence Assessment for Data used in AM Plan**

Data	Confidence Assessment	Comment
Demand drivers	Very High	Council trends available, Refer to Council Strategic Plan 2020-2024
Growth projections	Very High	Council trends available, refer to Council Strategic Plan 2020-2024
Acquisition forecast	Very High	Council trends available, refer to Council Strategic Plan 2020-2024. Align to LFTP – Capital Works Program
Operation forecast	High	Extrapolated from previous years
Maintenance forecast	High	Extrapolated from previous years
Renewal forecast - Asset values	Very High	Council trends available, refer to Council Strategic Plan 2020-2024. Align to LFTP – Capital Works Program
- Asset useful lives	Very High	Reviewed in accordance via revaluation schedule
- Condition modelling	Very High	Reviewed in accordance via revaluation schedule and condition ratings
Disposal forecast	N/A	N/A

The estimated confidence level for and reliability of data used in this AM Plan is considered to be Very High.

## 6.0 PLAN IMPROVEMENT AND MONITORING

### 6.1 Status of Asset Management Practices<sup>10</sup>

#### 6.1.1 Accounting and financial data sources

This AM Plan utilises accounting and financial data. The source of the data is Authority.

#### 6.1.2 Asset management data sources

This AM Plan also utilises asset management data. The source of the data is Conquest.

### 6.2 Improvement Plan

It is important that council recognise areas of their AM Plan and planning process that require future improvements to ensure effective asset management and informed decision making. The improvement plan generated from this AM Plan is shown in Table 6.2.1.

**Table 6.2.1: Improvement Plan**

Task	Task	Responsibility	Timeline
1	Annually review 10 year capital works program, renewals and new	Council Administration	October/November each year
2	Continue CWMS scheduled and programmed maintenance requirements	Council Administration/CWMS Officer	Ongoing
3	Review service levels	Council Administration	As required
4	Long Term Financial Plan and Asset Management Plan align	Council Administration	As required
5	Review & Document Asset Management Plan Risks	Council Administration	Ongoing

### 6.3 Monitoring and Review Procedures

This AM Plan will be reviewed during the annual budget planning process and revised to show any material changes in service levels, risks, forecast costs and proposed budgets as a result of budget decisions.

The AM Plan will be reviewed and updated annually to ensure it represents the current service level, asset values, forecast operations, maintenance, renewals, acquisition and asset disposal costs and planned budgets. These forecast costs and proposed budget are incorporated into the Long-Term Financial Plan or will be incorporated into the Long-Term Financial Plan once completed.

The AM Plan has a maximum life of 4 years and is due for complete revision and updating within 2 years of each council election.

### 6.4 Performance Measures

The effectiveness of this AM Plan can be measured in the following ways:

- The degree to which the required forecast costs identified in this AM Plan are incorporated into the long-term financial plan,
- The degree to which the 1-5 year detailed works programs, budgets, business plans and corporate structures consider the 'global' works program trends provided by the AM Plan,

<sup>10</sup> ISO 55000 Refers to this as the Asset Management System

- The Asset Renewal Funding Ratio achieving the Organisational target (this target is often 90 – 110%).

DRAFT

## 7.0 REFERENCES

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- ISO, 2014, ISO 55000:2014, Overview, principles and terminology
- ISO, 2018, ISO 31000:2018, Risk management – Guidelines
- Adelaide Plains Council Strategic Plan 2020 - 2024
- Adelaide Plains Council Annual Plan and Budget
- Maintenance Contract with Regional Light Council



## 8.0 APPENDICES

### Appendix A Acquisition Forecast (New)

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
CWMS Capital New											
Two Wells - New Community Waste Management System	0	0	3,500,000	0	0	0	0	0	0	0	3,500,000
Two Wells - Eden and Liberty Estates, Recycled Water Reuse (reserves & parks)	0	25,000	25,000	0	25,000	25,000	0	25,000	25,000	0	150,000
	0	25,000	3,525,000	0	25,000	25,000	0	25,000	25,000	0	3,650,000
<b>TOTAL CWMS NEW</b>	<b>0</b>	<b>25,000</b>	<b>3,525,000</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>3,650,000</b>

## Appendix B    Operation Forecast


FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
CWMS Operating											
Materials, Power, Water, Dep & Insurance etc..	196,352	196,352	196,352	196,352	196,352	196,352	196,352	196,352	196,352	196,352	1,963,520
Two Wells - Liberty and Eden Estates, Recycled Water Costs (parks & reserves) - Allocation	0	30,000	35,000	40,000	45,000	50,000	55,000	60,000	65,000	70,000	450,000
	196,352	226,352	231,352	236,352	241,352	246,352	251,352	256,352	261,352	266,352	2,413,520
<b>TOTAL CWMS OPERATING</b>	<b>196,352</b>	<b>226,352</b>	<b>231,352</b>	<b>236,352</b>	<b>241,352</b>	<b>246,352</b>	<b>251,352</b>	<b>256,352</b>	<b>261,352</b>	<b>266,352</b>	<b>2,413,520</b>

## Appendix C Maintenance Forecast

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
<b>CWMS Maintenance</b>											
External Service Maintenance Contract Provider (RL Council)	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	<b>600,000</b>
Contractors Repairs	22,040	22,040	22,040	22,040	22,040	22,040	22,040	22,040	22,040	22,040	<b>220,400</b>
Internal Maintenance Staff	13,832	13,832	13,832	13,832	13,832	13,832	13,832	13,832	13,832	13,832	<b>138,320</b>
	<b>95,872</b>	<b>95,872</b>	<b>95,872</b>	<b>95,872</b>	<b>95,872</b>	<b>95,872</b>	<b>95,872</b>	<b>95,872</b>	<b>95,872</b>	<b>95,872</b>	<b>958,720</b>
<b>TOTAL CWMS MAINTENANCE</b>	<b>95,872</b>	<b>95,872</b>	<b>95,872</b>	<b>95,872</b>	<b>95,872</b>	<b>95,872</b>	<b>95,872</b>	<b>95,872</b>	<b>95,872</b>	<b>95,872</b>	<b>958,720</b>

## Appendix D    Renewal Forecast Summary

FINANCIAL YEAR:	2021/2022 \$	2022/2023 \$	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	2028/2029 \$	2029/2030 \$	2030/2031 \$	Total
CWMS Capital Renewal											
Mallala - Replacement of Property Pumps	15,000	15,000	15,000	15,000	20,000	20,000	20,000	20,000	25,000	25,000	190,000
Middle Beach - CWMS Shed	0	0	0	0	7,000	0	0	0	0	0	7,000
Middle Beach - Irrigation Pump	0	0	0	0	0	0	0	0	0	40,000	40,000
Middle Beach - Allocation	0	10,000	0	10,000	0	10,000	0	10,000	0	10,000	50,000
Mallala Treatment Plant (Chamber Protection Coating)	0	60,000	0	0	0	0	0	0	0	0	60,000
Two Wells - Allocation	0	0	0	0	0	0	0	0	0	50,000	50,000
	15,000	85,000	15,000	25,000	27,000	30,000	20,000	30,000	25,000	125,000	397,000
<b>TOTAL CWMS RENEWAL</b>	<b>15,000</b>	<b>85,000</b>	<b>15,000</b>	<b>25,000</b>	<b>27,000</b>	<b>30,000</b>	<b>20,000</b>	<b>30,000</b>	<b>25,000</b>	<b>125,000</b>	<b>397,000</b>

	<b>Asset Management Policy</b>	
	<b>Version Adoption by Council:</b> <a href="#">28 September 2020</a> <b>Resolution Number:</b> <a href="#">2020/314</a> <b>Current Version:</b> <a href="#">V13</a>	
	<b>Administered by:</b> General Manager – Infrastructure and Environment	<b>Last Review Date:</b> 2021 <sup>10</sup> <b>Next Review Date:</b> 2023 <sup>32</sup>
<b>DOCUMENT NO: D20/40631</b>	<a href="#">Strategic Plan 2020/2024: Enviably Lifestyle and Proactive Leadership Strategic Outcome 4.3: Great Places and</a>	

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### 1. Objective

This Policy has been developed to establish a framework of broad principles relating to the management of Council's assets to strategically manage assets to meet the long term needs of the Community.

Asset management practices impact directly on the core business of Council and responsible asset management is required to achieve Council's strategic direction. A strategic approach to asset management will ensure that Council delivers the highest appropriate level of service and will assist in ensuring a consistent, fair and transparent approach regarding Council's asset management.

### 2. Scope

This policy applies to all Council activities; it provides the overall framework to guide the sustainable management of Council's asset portfolio as a platform for service delivery and guidelines for implementing consistent asset management processes throughout the Council.

### 3. Definitions

**Asset** - property, plant and equipment including infrastructure and other assets (such as furniture and fittings) with benefits expected to last more than twelve (12) months;

**Asset Management** - the combination of management, financial, economic, and engineering and other practices applied to physical assets with the objective of providing the required service level in the most cost effective manner;

**Levels of Service** - service levels are a combination of functional criteria related to quality, quantity, reliability, responsiveness, environmental acceptability and cost, derived in consultation with clients, and used to measure an asset's performance;

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1

**Lifecycle Cost** - the total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance, and rehabilitation and disposal costs;

**New Asset** - the construction/purchase/~~or~~gifted of an asset that is not currently part of Council's asset base;

**Renewal** - works required to upgrade, refurbish or replace existing assets with assets of equivalent capacity or performance capability.

#### 4. Policy Statement

This Policy aims to ensure that adequate provision is made for the long-term replacement or renewal of assets by:

- ensuring that Council's services and infrastructure are provided in a sustainable and serviceable manner, with the appropriate levels of service to the community and environment;
- safeguarding Council's physical assets, including human resources, through the implementation of effective asset management strategies and the allocation of financial resources;
- creating an environment of awareness where Council employees take an integral part in the overall management of Council's assets;
- meeting legislative requirements for asset management;
- ensuring adequate resources are maintained and responsibility assigned for asset management; and
- demonstrating open, transparent and responsible asset management practices that align with best practice and Council's strategic direction.

#### 5. Specific Provisions / Responsibilities

##### 5.1 Background

Council is committed to implementing a systematic asset management framework, applying best practice principles across all areas of Council, ensuring that assets are planned, created, operated, maintained and renewed in accordance with Council's priorities for service delivery and legislative requirements.

Council's assets include:

- Buildings and Land Reserves;
- Community Land;
- Community Wastewater Management Systemsschemes (CWMS);
- Storm-water and associated infrastructure; ~~and~~
- Transport and associated Infrastructure;
- Open Space.

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A strategic approach to asset management will ensure Council delivers the highest appropriate level of service through its assets providing a positive impact on:

- the community, elected members and staff;
- Council's financial management;
- the ability of Council to deliver the expected level of service and infrastructure;
- the political environment in which Council operates; and
- Council legislative requirements.

## **5.2 Principles**

5.2.1 A consistent Asset Management Strategy, inclusive of relevant legislative requirements, together with political, social and economic considerations must be taken in to account in the development of Council's asset management practices.

5.2.2 Asset management principles will be integrated within existing financial, planning and operational practices, this will include an inspection schedule ensuring agreed service levels are maintained and to identify asset renewal priorities.

5.2.3 Asset renewals, required to meet agreed service levels, and identified in the Asset Management Plans and Long Term Financial Plans will be fully funded in the annual budget estimates. Service levels defined in Asset Management Plans will be fully funded in the annual budget estimates. Asset renewal plans will be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of service.

5.2.4 Systematic and cyclic reviews will be applied to all asset classes ensuring that assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards.

5.2.5 Future life cycle costs will be assessed and reported with all decisions relating to new services and assets, and the upgrading of existing services and assets. Future service levels will be determined in consultation with the community and in accordance with Council's Public Consultation Policy.

## **5.5 Responsibility**

The following key roles and responsibilities are identified in the management of this Policy:

### **5.5.1 Council**

- to act as custodians of community assets; and
- to ensure sufficient resources are applied to manage the assets to legislative requirements.

### **5.5.2 Chief Executive Officer**

- to monitor and review the performance of employees in achieving the requirements

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- of Council's Asset Management Strategy and associated plans; and
- to ensure sufficient resources are applied to manage the assets to legislative requirements.

#### 5.5.3 Executive Management Team

- responsible for the development, management and review of an Asset Management Strategy, associated plans, practices and reporting on the status and effectiveness of Council's asset management;
- to monitor and review the performance of employees in achieving the asset management strategy, plans and practices;
- to ensure sufficient resources are applied to manage the assets to legislative requirements; and
- accountable for the management of assets within their areas of responsibility.

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### 6. Related Documents

Fixed Assets Accounting Policy

[Asset Management Strategy](#)

[Infrastructure and Asset Management Plans](#)

[Code of Conduct for Council Members](#)

Long Term Financial Plan

Residents Contributions to Road Sealing Policy

Strategic Plan [2020-2024](#)~~2017-2020~~

Public Consultation Policy

[Disposal of Land & Assets Policy](#)

[Procurement Policy](#)

[Light Fleet, Plant and Heavy Vehicles Replacement Policy](#)

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### 7. Records Management

All documents relating to this Policy will be registered in Council's Record Management System and remain confidential where identified.

### 8. Document Review

This Policy will be reviewed periodically to ensure legislative compliance and that it continues to meet the requirements of Council its activities and programs.

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## 9. References

*Local Government Act 1999*

## 10. Further Information


Members of the public may inspect this Policy free of charge on Council's website at [www.apc.sa.gov.au](http://www.apc.sa.gov.au) or at Council's Principal Office at:

2a Wasleys Rd, Mallala SA 5502

On payment of a fee, a copy of this policy may be obtained.

Any queries in relation to this Policy must be in writing and directed to the General Manager Infrastructure and Environment.

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 <b>Adelaide Plains Council</b>	<b>12.2</b>	<b>Adelaide Plains Council Historical Committee Meeting – 4 August 2021</b>	
	<b>Department:</b>	<b>Development and Community</b>	
	<b>Report Author:</b>	<b>Manager Library and Community</b>	
<b>Date:</b>	<b>23 August 2021</b>	<b>Document Ref:</b>	<b>D21/36405</b>

## **OVERVIEW**

The purpose of this report is to facilitate the receiving and noting of the minutes from the 4 August 2021 *Adelaide Plains Council Historical Committee (APCHC)* meeting.

Seven members were present at the zoom meeting and were able to form a quorum to discuss business. At the previous Committee meeting, members had been very keen to recommence school tours with the Mallala Primary School's students. However, with the State experiencing COVID-19 restrictions, it was decided it was best to reschedule these proposed visits to Term 4. Similarly, the Manager Library and Community has had discussions with Margaret Tiller's family regarding the renaming of the Upstairs Gallery in her honour, but a date for the official reopening has also been delayed to mid-October 2021.

The focus of the meeting's deliberations was on the forthcoming RAAF Centenary celebrations on Tuesday 7 September 2021. The official/formal celebrations organised by the RAAF will be held on the grassed area outside the Museum's main building from 11am. As the Museum will be open before the formalities and after the scheduled flyover of veteran World War II planes at 12 noon, the Committee wanted to ensure that all outstanding housekeeping/maintenance tasks were completed well before the day's commemorations.

## **RECOMMENDATION**

**"that Council receives and notes the minutes of the Adelaide Plains Council Historical Committee meeting held 4 August 2021."**

## **Attachment**

1. Minutes of Adelaide Plains Council Historical Committee meeting held 4 August 2021

# MINUTES

of

## Adelaide Plains Council Historical Committee Meeting of the



Pursuant to the provisions of section 88 (1) of the  
*Local Government Act 1999*

HELD

**Via electronic means**

on

**Wednesday 4 August 2021**

The Presiding Member formally declared the meeting open at 7.00pm.

**1. ATTENDANCE**

**1.1 Present**

Mr S M Strudwicke (Presiding Member)

Mr R Bevan

Mr J Franks

Ms L Parsons

Mr A Tiller

Mr G Tucker

Mrs C Young

**Also in attendance for the meeting:**

Manager Library and Community

Ms Anne Sawtell

Information Technology Support Officer

Mr S Murphy

**1.2 Apologies**

Mr P Angus

Mr V Chenoweth

**1.3 Not Present / Leave of Absence**

Nil

**2. CONFIRMATION OF MINUTES**

**2.1**

**Committee Resolution**

**2021/052**

Moved Mrs Young

Seconded Mr Franks

**“that the minutes of Adelaide Plains Council Historical Committee meeting held on Wednesday 7 July 2021 (MB Folio 126 to 130 inclusive), be accepted as read and confirmed.”**

**CARRIED**

**3. BUSINESS ARISING**

Nil

**4. DECLARATION OF MEMBERS INTEREST (Material, actual, perceived)**

Nil

**5. ADJOURNED BUSINESS**

Nil

## 6. REPORTS FOR INFORMATION

### 6.1 Resolutions Actions Report – July 2021

<b>Committee Resolution</b>	<b>2021/ 053</b>
Moved Mr Tiller	Seconded Mrs Young
<b>“that the Adelaide Plains Historical Committee, having considered Item 6.1 – <i>Resolution Actions Report – July 2021</i> dated 4 August 2021, receives and notes the report.”</b>	
<b>CARRIED</b>	

### 6.2 Monthly Financial Report – July 2021

<b>Committee Resolution</b>	<b>2021/ 054</b>
Moved Mr Franks	Seconded Mr Bevan
<b>“that the Adelaide Plains Council Historical Committee, having considered Item 6.2 – <i>Monthly Financial Report – July 2021</i>, dated 4 August 2021, receives and notes the report.”</b>	
<b>CARRIED</b>	

### 6.3 Monthly Correspondence, School & Group Visits Report – July 2021

<b>Committee Resolution</b>	<b>2021/ 055</b>
Moved Ms Parsons	Seconded Mrs Young
<b>“that the Adelaide Plains Council Historical Committee, having considered Item 6.3 – <i>Monthly Correspondence, School and Group Visits Report – July 2021</i>, dated 4 August 2021, receives and notes the report.”</b>	
<b>CARRIED</b>	

## 7. REPORTS FOR DECISION

Nil

## 8. QUESTIONS ON NOTICE

Nil

## 9. QUESTIONS WITHOUT NOTICE

Nil

**10. MOTIONS ON NOTICE**

Nil

**11. MOTIONS WITHOUT NOTICE****11.1 Mallala Museum – Honour Board – Committee Members****Committee Resolution****2021/ 056**

Moved Mr Franks

Seconded Mr Tucker

**“that the Adelaide Plains Council Historical Committee instructs the Manager Library and Community to proceed with obtaining quotes for a Honour Board listing the names of Committee members who have given at least ten years of service, with space for future Committee members who reach this achievement, and that a report be presented at the September 2021 Committee meeting.”**

**CARRIED****12. URGENT BUSINESS**

Nil

**13. CONFIDENTIAL ITEMS**

Nil

**14. NEXT MEETING**

14.1 Wednesday 1 September 2021


**15. CLOSURE**

There being no further business, the Presiding Member declared the meeting closed at 8.26pm.

Confirmed as a true record.

Presiding Member: .....

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

 <b>Adelaide Plains Council</b>	<b>12.3</b>	<b>Audit Committee Meeting – 9 August 2021</b>
	<b>Department:</b>  <b>Report Author:</b>	<b>Finance and Business</b>  <b>General Manager – Finance and Business</b>
<b>Date: 23 August 2021</b>	<b>Document No:</b>	<b>D21/36789</b>

## **OVERVIEW**

The purpose of this report is to facilitate the receiving and noting of the minutes from the 9 August 2021 Audit Committee Meeting (**Attachment 1**) and seek Council's endorsement of the recommendations from the Audit Committee to the Council. A summary of the items for Council consideration are noted below:

- Review of Council Vehicle Policy
- Update on Audit Committee Annual Work Program 2020-2021

[Click here to view the Agenda](#) for the Audit Committee Meeting on 9 August 2021.

## **RECOMMENDATION 1**

**“that Council receives and notes the minutes of the Audit Committee Meeting held on 9 August 2021 as presented at Attachment 1 to this Report.”**

*Review of Council Vehicle Policy*

## **RECOMMENDATION 2**

**“that Council endorses resolution 2021/033 of the Audit Committee and in doing so adopts the draft Council Vehicle Policy as presented at Attachment 2 to this Report”**

*Update on Audit Committee Annual Work Program 2020-2021*

## **RECOMMENDATION 3**

**“that Council endorses resolution 2021/035 of the Audit Committee and in doing so acknowledges the progress made to complete the activities identified for Audit Committee during 2020/2021 Financial Year.”**

## **Attachments**

1. Copy of Minutes of Audit Committee Meeting held on 9 August 2021
2. Copy of Item 6.1 – Policy Review – Council Vehicle Policy



# MINUTES

of the

## **Audit Committee Meeting**

of the



**Adelaide  
Plains  
Council**

Pursuant to the provisions of section 88 (1) of the  
*Local Government Act 1999*

HELD

**by electronic means**

on

**Monday 9 August 2021 at 4.30pm**

The Chairperson formally declared the meeting open at 4.32pm and acknowledged that the meeting is taking place on Kaurna and Narungga land.

## 1. ATTENDANCE AND WELCOME

### 1.1 Present

Mr Alan Rushbrook (Chairperson)

*By audio-visual link*

Mr Peter Fairlie-Jones

*By audio-visual link*

Mayor Mark Wasley

*By audio-visual link*

Deputy Mayor Marcus Strudwicke

*By audio-visual link*

### Also in Attendance by audio-visual link

Chief Executive Officer

Mr James Miller

General Manager – Finance and Business

Mr Rajith Udugampola

Acting General Manager – Governance and Executive Office

Ms Alyssa Denicola

Administration and Executive Support Officer/Minute Taker

Ms Stacie Shrubsole

Information Technology Support Officer

Mr Sean Murphy

Audit Director, Galpins

Mr Juliano Freitas

### 1.2 Apologies:

Councillor Margherita Panella

## Committee Resolution

**“that the minutes of the Audit Committee Meeting held on Monday 7 June 2021 (MB Folios 180 to 184, inclusive), be accepted as read and confirmed.”**

**CARRIED**

### 3. BUSINESS ARISING

Nil

#### 4. DECLARATION OF MEMBERS' INTERESTS

Nil

## 5. ADJOURNED BUSINESS

Nil

The Chairperson sought leave of the meeting to bring forward Item 7.5 – *Interim Audit 2020/2021 – Management Report*. Leave was granted.

## 7.5 Interim Audit 2020/2021 – Management Report

Mr Juliano Freitas – Audit Director, Galpins connected to the meeting at 4.35pm and gave a 14 minute presentation to the Committee, including questions from Members, in relation to the 2020/2021 Interim Audit Management Report.

## Committee Resolution

Moved Deputy Mayor Strudwicke Seconded Mayor Wasley **2021/ 032**

**“that Audit Committee, having considered Item 7.5 – *Interim Audit 2020/2021 – Management Report*, dated 9 August 2021, receives and notes the report.”**

**CARRIED**

Mr Freitas disconnected from the meeting at 5.01pm and did not return.

## 6. REPORTS FOR DECISION

### 6.1 Review of Council Vehicle Policy

#### Committee Resolution

Moved Mayor Wasley Seconded Deputy Mayor Strudwicke 2021/ 033

**“that the Audit Committee, having considered Item 6.1 – *Review of Council Vehicle Policy*, dated 9 August 2021, receives and notes the report and in doing so recommends to the Council that the Council Vehicle Policy, as presented in Attachment 1 to this report, be adopted at its August 2021 Ordinary Council Meeting.”**

**CARRIED**

### 6.2 Draft Annual Work Program 2021/2022

#### Committee Resolution

Moved Mr Fairlie-Jones Seconded Deputy Mayor Strudwicke 2021/ 034

**“that the Audit Committee, having considered Item 6.2 – *Draft Annual Work Program 2021/2022*, dated 9 August 2021, receives and notes the report and in doing so adopts Draft 2021/2022 Audit Committee Work Program, subject to the following changes:**

- 1. The target meeting for Item 5.2 be amended to November 2021**
- 2. The target meeting for Item 5.3 be amended to November 2021**
- 3. Insert a new Item 5.4 which incorporates the Committee’s review of Council’s risk management processes and**
- 4. A new Item be included to address the Audit Committee’s role in relation to Council’s Public Interest Disclosure framework.”**

**CARRIED**

### 6.3 Update on Audit Committee Annual Work Program 2020-2021

#### Committee Resolution

Moved Deputy Mayor Strudwicke Seconded Mr Fairlie-Jones 2021/ 035

**“that the Audit Committee, having considered Item 6.3 – *Update on Audit Committee Annual Work Program 2020-2021*, dated 9 August 2021, receives and notes the report and in doing so recommends to the Council that it acknowledge the progress made to complete the activities identified for Audit Committee during 2020/2021 Financial Year.”**

**CARRIED**

## 7. REPORTS FOR INFORMATION

### 7.1 Committee Resolutions

#### Committee Resolution

Moved Mayor Wasley Seconded Mr Fairlie-Jones 2021/ 036

**“that the Audit Committee, having considered Item 7.1 – *Committee Resolutions*, dated 9 August 2021, receives and notes the report.”**

**CARRIED**

### 7.2 Leave Liability as at 30 June 2021

#### Committee Resolution

Moved Mayor Wasley Seconded Mr Fairlie-Jones 2021/ 037

**“that Audit Committee, having considered Item 7.2 – *Leave Liability as at 30 June 2021*, dated 9 August 2021, receives and notes the report.”**

**CARRIED**

### 7.3 Review of Council’s Investment and Borrowings in 2020/2021 Financial Year

#### Committee Resolution

Moved Mr Fairlie-Jones Seconded Deputy Mayor Strudwicke 2021/ 038

**“that the Audit Committee, having considered Item 7.3 – *Review of Council’s Investment and Borrowings in 2020/2021 Financial Year*, dated 9 August 2021, receives and notes the report.”**

**CARRIED**

### 7.4 Overdue Council Rates as at 30 June 2021

#### Committee Resolution

Moved Mayor Wasley Seconded Deputy Mayor Strudwicke 2021/ 039

**“that Audit Committee, having considered Item 7.4 – *Overdue Council Rates as at 30 June 2021*, dated 9 August 2021, receives and notes the report.”**

**CARRIED**

### 7.6 Assets Valuations

#### Committee Resolution

Moved Mayor Wasley Seconded Mr Fairlie-Jones 2021/ 040

**“that the Audit Committee, having considered Item 7.6 – *Assets Valuations*, dated 9 August 2021, receives and notes the report.”**

**CARRIED**

## 8. CONFIDENTIAL ITEMS

### 8.1 Crown Land, Two Wells – August 2021 Audit Committee Update

#### Committee Resolution

Moved Deputy Mayor Strudwicke Seconded Mr Fairlie-Jones

2021/ 041

“that:

1. Pursuant to section 90(2) of the *Local Government Act 1999*, the Audit Committee orders that all members of the public, except Chief Executive Officer, General Manager – Finance and Business, Acting General Manager – Governance and Executive Office, Administration and Executive Support Officer/Minute Taker and Information Technology Support Officer be excluded from attendance at the meeting of the Audit Committee for Agenda Item 8.1 – *Crown Land, Two Wells – August 2021 Audit Committee Update*;
2. The Audit Committee is satisfied that pursuant to section 90(3)(b) of the *Local Government Act 1999*, Item 8.1 – *Crown Land, Two Wells – August 2021 Audit Committee Update* concerns commercial information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting business, or to prejudice the commercial position of Council, being a verbal briefing by the Chief Executive Officer in relation to ongoing negotiations regarding Crown Land at Two Wells;
3. The Audit Committee is satisfied that the principle that Audit Committee meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential.”

CARRIED

The Chief Executive Officer provided a 12 minute presentation to the Committee in relation to Crown Land at Two Wells.

### 8.1 Committee Resolution

Moved Mr Fairlie-Jones

Seconded Deputy Mayor Strudwicke

2021/ 042

“that the Audit Committee, having considered Item 8.1 – *Crown Land, Two Wells – August 2021 Audit Committee Update* dated 9 August 2021, receives and notes the report.”

CARRIED

## 8.2 Gawler River Floodplain Management Authority – Chief Executive Officer Update

**Committee Resolution**

Moved Deputy Mayor Strudwicke Seconded Mayor Wasley

**2021/ 043****“that:**

1. Pursuant to section 90(2) of the *Local Government Act 1999*, the Audit Committee orders that all members of the public, except Chief Executive Officer, General Manager – Finance and Business, Acting General Manager – Governance and Executive Office, Administration and Executive Support Officer/Minute Taker and Information Technology Support Officer be excluded from attendance at the meeting of the Audit Committee for Agenda Item 8.2 – *Gawler River Floodplain Management Authority – Chief Executive Officer Update*.
2. The Audit Committee is satisfied that pursuant to section 90(3)(b) of the *Local Government Act 1999*, Item 8.2 – *Gawler River Floodplain Management Authority – Chief Executive Officer Update* concerns commercial information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting business, or to prejudice the commercial position of Council, being information relating to the Gawler River Floodplain Management Authority and would, on balance, be contrary to the public interest; and
3. The Audit Committee is satisfied that the principle that Audit Committee meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential.”

**CARRIED**

The Chief Executive Officer provided a 15 minute presentation to the Committee in relation to the Gawler River Floodplain Management Authority.

8.2 **Committee Resolution**

Moved Mayor Wasley

Seconded Deputy Mayor Strudwicke

**2021/ 044**

**“that the Audit Committee, having considered Item 8.2 – *Gawler River Floodplain Management Authority – Chief Executive Officer Update* dated 9 August 2021, receives and notes the report.”**

**CARRIED**

## 8.2 Committee Resolution

Moved Deputy Mayor Strudwicke Seconded Mr Fairlie-Jones

2021/ 045

**“that the Audit Committee, having considered the matter of Agenda Item 8.2 – *Gawler River Floodplain Management Authority – Chief Executive Officer Update* in confidence under sections 90(2) and 90(3)(b) of the Local Government Act 1999, resolves:**

- 1. That the PowerPoint presentation pertaining to Agenda Item 8.2 – *Gawler River Floodplain Management Authority – Chief Executive Officer Update* remains confidential and not available for public inspection until further order of the Council;**
- 2. Pursuant to section 91(9)(a) of the Local Government Act 1999, the confidentiality of the matter will be reviewed every 12 months; and**
- 3. Pursuant to section 91(9)(c) of the Local Government Act 1999, the Audit Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer.”**

**CARRIED**

## 9. GENERAL BUSINESS

Nil

## 10. NEXT MEETING

Monday 15 November 2021 at 4.00pm

## 11. CLOSURE


There being no further business, the Chairperson declared the meeting closed at 6.41pm.

Confirmed as a true record.

Chairperson:.....

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_



	<b>Council Vehicle Policy</b>	
	<b>Version Adoption by Council:</b>	<del>16 July 2018</del> <u>TBC</u>
	<b>Current Version:</b>	<del>V4.0</del> <u>V5.0</u>
	<b>Administered by:</b> Chief Executive Officer	<b>Last Review Date:</b> <del>2018</del> <u>2021</u> <b>Next Review Date:</b> <del>2020</del> <u>2022</u>
<b>DOCUMENT NO:</b> <del>D18/4437</del> <u>D21/19710</u>	<b>Strategic Outcome:</b> <u>Proactive Leadership</u> <del>5.4 Effective strategic and performance management</del> <u>Strategic and sustainable financial management</u>	

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## 1. Introduction

The purpose of this policy is to provide provisions for the management and use of Council's fleet of vehicles that support business practices, ensuring best practice and cost efficiencies are maintained with clear standards for the use of Council vehicles.

Council recognises that the provision of private use of a motor vehicle, costed as part of a remuneration package, can be a significant factor in the recruitment and retention of employees and that commuter use of utility vehicles can lead to more efficient delivery of services.

It is noted, where a current employee who has private use of a Council vehicle terminates their employment with Council, the new incumbent will not be provided a vehicle outside the requirements of this Policy.

In this situation vehicles will remain within Council's Pool Vehicle Fleet unless the Chief Executive Officer (CEO) has resolved that they are excess to Council's operational requirements at which point the vehicle will be disposed of in accordance with Council's Asset Management Policy.

Where a current employee has private use access to a Council vehicle as part of their current employment this will continue in line with this Policy. Where a current employee wishes to negotiate away from a current private use vehicle as part of their employment this may be done in negotiation with the CEO, however, any negotiated agreement will not financially disadvantage Council against any current agreement.

This Policy outlines the general principles associated with Council passenger and utility vehicles for accountability purposes.

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## 2. Vehicle Purchasing ~~/Leasing Standards~~

### 2.1 Fixed Term Contract Employees

Where an employee is engaged on a Fixed Term Contract, negotiations will occur prior to the appointment regarding the provision of a vehicle as part of the salary packaging arrangements, which will be entered into and specified within the Contract of Employment.

~~Where a vehicle is negotiated as part of a Fixed Term Contract, it is preferred that the vehicle is acquired through a novated lease, alternative purchasing options must be negotiated and approved by the CEO and be suitable for operational purposes and within budget allocations.~~

### 2.2 Council Officers

Council acknowledges that some employees require a vehicle as part of their employment. It is the responsibility of the CEO to identify those positions where a Council vehicle is reasonably required and to decide ~~where whether~~ that vehicle will also be available for ~~commuter use or~~ full private use.

Accordingly, the CEO has resolved that these positions are confined to:

- Depot Operations Coordinator; ~~and~~
- ~~General Inspector~~Community Safety Officers;
- ~~Manager Regulatory~~
- ~~Team Leader – Construction and Maintenance;~~
- ~~Team Leader – Horticulture; and~~
- ~~Engineer-~~

Any exception is at the discretion of the CEO; where it can be demonstrated that the duties of an employee require a 24 hour on call provision, then a Council Vehicle may be allocated to that position for the duration of the on call period allowing for limited private use.

A vehicle will be purchased/~~leased~~ that is suitable for operational purposes and within budget allocations as agreed by the CEO being:

- ~~ManagerCoordinator~~ level and lower – A base model vehicle under \$30,000 (Excl. GST) unless for specific operational purposes;
- ~~ManagerDepot~~ Operations-~~Coordinator~~ - A 4 wheel drive vehicle under \$40,000 (Excl. GST) for operational purposes;
- Community Safety Officer - A 4 wheel drive vehicle under \$40,000 (Excl. GST) for operational purposes;
- Senior Management level as negotiated in their fixed term contract.

These vehicles will continue to be available for pool car use during business hours.

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### **3. ~~Vehicle Changeover~~**

~~Vehicles are to be reviewed for trade-in value six (6) months prior to the expiration of the warranty or within 10,000km of the warranty kilometers being exceeded, whichever comes first. For Administrative Officers this will be managed by the General Manager – Finance and Economic Development and for Operational Vehicles this will be managed by the Manager Depot Operations Coordinator in consultation with General Manager – Finance and Economic Development. Vehicles will be changed over at the discretion of the CEO taking into consideration operational and budgetary requirements. New vehicles which increase the size of Council's vehicle fleet must be included in the Council's approved budget and authorised by the CEO.~~

### **4. General Conditions of Use**

- 4.1 The use of Council vehicles is at the discretion of the CEO. All vehicle use will be subject to this Policy, which may be amended from time to time by the CEO. Current road rules and legislative requirements must be adhered to at all times.
- 4.2 All Council vehicles are to be available for general pool use during business hours.
- 4.3 No modifications to any vehicle are permitted unless authorised by the CEO or Manager Depot Operations Coordinator where operational vehicles are intended to be altered.
- 4.4 All Council vehicles are Non-Smoking vehicles – Smoking is not permitted.
- 4.5 Council employees are responsible for ensuring that vehicles are maintained and kept in a clean and serviceable condition at all times. Any warranted complaint regarding vehicle hygiene may result in the vehicle being sent for cleaning and detailing at the responsible Council Officer's expense.
- 4.6 Council Vehicles are not permitted to leave South Australia with the exception of business travel or where it has been authorised by the CEO. Prior approval for such travel must be sought from the CEO and the General Manager – Finance and Business Economic Development notified for insurance purposes.
- 4.7 Vehicles must be driven with due care and in accordance with the current legislation at all times. D-drivers must be licensed and maintain legal levels of alcohol and drug consumption for driving.
- 4.8 Where an employee receives any form of parking or driving infringement notice the employee will be responsible for all associated costs with that infringement notice. The employee responsible will complete a statutory declaration recognising them as the driver of the vehicle. Under no circumstances will Council be responsible for the associated costs of any infringement notice where the employee has broken current road rules and associated legislation.

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4.9 If a vehicle with private use is damaged in an accident during private use and it is determined that the employee is responsible for that damage, the employee will be required to pay Council any excess payable under Council's insurance policy. The CEO may reduce or waive such payment if ~~they~~ the CEO considers that the circumstances of the case warrants it.

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4.10 If the vehicle is at any time driven in contravention of this clause (irrespective of whether the driver is the employee or the employee's spouse/partner) the following provision shall apply:

- the use of the vehicle shall be suspended for the period of any licence disqualification; and,
- reinstatement of private use provisions will be subject to review following any suspension.

Note: Where it is a requirement of the Council Officer to have access to a vehicle as part of their position their employment status will be reviewed as part of any licence disqualification, as per 6.4 of this Policy.

4.11 Where a Council vehicle is scheduled for servicing or requires minor repairs and maintenance, employees must first contact Councils Senior Workshop Officer to determine their availability and ability to complete required works prior to making arrangements with an external provider.

## 5. Fuel

5.1 Fuel must not be obtained from the Council depot unless approval is given by the Manager ~~Depot~~ Operations ~~Coordinator~~.

5.2 Fuel Cards will be issued with Pin Numbers for fuel and vehicle clean/washing only. Fuel cards are to remain with the vehicle at all times and may only be used at approved outlets throughout South Australia.

5.3 Where an employee loses / damages a fuel card or it is stolen this is to be reported immediately to the General Manager – Finance and ~~Economic Development~~ Business so that a replacement card may be ordered and stolen cards cancelled.

## 6. Licensing Requirements

6.1 All employees will be required to provide a current copy of their driver's licence every twelve (12) months and sign a disclaimer stating that their driver's licence and any restrictions is current at the time of providing their licence. Where an employee fails to comply with this requirement they will not be permitted to use a Council vehicle.

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- 6.2 If an employee is disqualified from driving a vehicle they must notify their General Manager as soon as they are aware of their disqualification and the circumstances of any known disqualification period.
- 6.3 The CEO will determine those employees who are able to have the costs of their licence reimbursed annually and in accordance with the current Enterprise Bargaining Agreement and Award conditions.
- 6.4 Where an employee is disqualified from driving and this disqualification has a direct impact on the employee's ability to perform their role the following will be considered:
- the relevant General Manager, in consultation with the CEO, may consider alternative duties for the employee for the duration of the disqualification;
  - where alternative duties are not practicable the General Manager, in consultation with the CEO, may recommend the employee exhaust their leave entitlements and consider Leave Without Pay for the duration of the disqualification; or
  - the General Manager, in consultation with the CEO, may terminate the employee's employment with Council.
- 6.5 Where an employee is in breach of any Council code, policy or procedure their immediate employment will be considered.

## 7. Accident Procedure

- 7.1 All accidents ~~or mechanical problems~~ must be reported immediately to the General Manager – Finance and Business.
- 7.2 Should a Council vehicle be involved in any accident, the following steps must be undertaken by the driver concerned:
- Render assistance within personal capabilities to all parties requiring assistance;
  - Contact the General Manager – Finance and ~~Economic Development~~Business as soon as practicable;
  - Exchange names and addresses of owners / drivers of the vehicles involved in the accident, or any injured parties;
  - Record the make and registration number of any vehicle involved, or description of the property damaged;
  - Report the accident to the Police and obtain a Police Report Number where appropriate;
  - Obtain the names and addresses of available witnesses;
  - Do not admit liability for the accident or damage;
  - Do not leave the vehicle unattended at the roadside; and

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- o At the first available opportunity return to the Council Office and complete a ~~Driver Motor Vehicle Incident Report Form~~~~Motor Vehicle Accident Report~~, in consultation with the General Manager – Finance and ~~Economic Development~~~~Business~~, provide the General Manager – Finance and ~~Economic Development~~~~Business~~ with all other records, medical / quotes / towing details etc.

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## 8. Fringe Benefits Tax

Council will pay the Fringe Benefits Tax arising from the private use of Council vehicles. The taxable value of individual fringe benefits will be recorded and reported on individual payment summaries in accordance with legislative requirements. The statutory formula method will be used for the calculation of reportable fringe benefits. ~~Individual fringe benefits will be reported by allocating the cost of benefits as they accrue against each General Manager in the respective groups.~~

## 9. Private Use

- 9.1 Employees with private use privileges will comply with all requirements of this Policy.
- 9.2 The private use of Council vehicles is at the discretion of the CEO and will form part of an Employee's Contract of Employment. Private use will be subject to this Policy, which may be amended from time to time after consultation with Executive Management Team.
- 9.3 Private use vehicles are to be secure and parked off street overnight.
- 9.4 For Council employees who have private use, only the Council Officer to whom the vehicle is issued and their immediate family members may drive the vehicle outside of normal business hours. Council Officers will be responsible for advising the ~~People and Culture Advisor~~~~Human Resources Officer~~ on an annual basis (January) of the nominated drivers and providing a current copy of their driver's license.
- 9.5 At no time will Learner and Probationary (P1) drivers be permitted private use of a Council vehicle.
- 9.6 ~~Private use custodians are required to complete a FBT declarations stating the amount spent on fuel for private purposes (e.g. whilst on annual leave) and confirmation of the odometer reading, annually.~~
- 9.7 Employees who have private use of a Council vehicle ~~will~~may be required to make a monetary contribution for the vehicle, the value will be based on the estimated FBT expense to be incurred by Council for that vehicle. This contribution will be deducted from their pay on a fortnightly basis unless by other agreement negotiated with the CEO. The employee financial contributions relating to Private Vehicle Use will be

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reviewed annually with the contribution being adjusted to reflect the vehicle actual FBT costs.

Employees on a Fixed Term Contract are excluded from this clause unless it forms part of any negotiated agreement.

~~9.8 Employees who have private use of a Council vehicle will be responsible for the costs associated with general cleaning / washing of the vehicle.~~

9.8 Council officers with any level of private use of a Council motor vehicle shall be responsible for satisfactorily maintaining the motor vehicle in a clean and tidy condition at all times subject to weather condition, which is to include both the inside and the outside of the motor vehicle. The Council will pay/reimburse the cost of cleaning and washing.

9.9 Council vehicles with private use are not permitted to be used for gaining personal business income.

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9.10 Council officers with any level of private use of a Council motor vehicle shall be responsible for organising periodic servicing of the motor vehicle.

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## 10. Related Documents

Human Resource Management Policy

Procurement Policy

Asset Management Policy

## 11. Records Management

All documents relating to this Policy will be registered in Council's Record Management System and remain confidential where identified.

## 12. Document Review

This Policy will be reviewed periodically to ensure legislative compliance and that it continues to meet the requirements of Council its activities and programs.

## 13. References

Local Government Act 1999 - Section 8(h) requires Council to ensure that it uses its resources fairly, effectively and efficiently

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Worker Health and Safety Welfare Act 2012

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#### 14. Further Information

Employees may seek further information regarding this Policy by contacting the General Manager – Finance and ~~Economic Development~~Business or the ~~People and Culture Advisor~~Human Resources Officer.

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 <b>Adelaide Plains Council</b>	<b>14.1</b>	<b>Consultation – Commencement on the Council Member Behaviour Framework</b>
	<b>Department:</b>  <b>Report Author:</b>	<b>Governance and Executive Office</b>  <b>Acting General Manager – Governance and Executive Office</b>
<b>Date: 23 August 2021</b>	<b>Document Ref:</b>	<b>D21/37233</b>

## **EXECUTIVE SUMMARY**

- The purpose of this report is for Council to consider providing feedback to the Local Government Association (LGA) in relation to the commencement of the member behaviour framework (the Framework).
- As Members will recall, the Local Government Reform Program commenced in early 2019. Information, via email and also formal reports, has been provided to Council regularly since.
- The Statutes Amendment (Local Government Review) Act 2021 (the Amendment Act) passed through Parliament on 10 June 2021.
- A significant part of the LG Reform will be the development and implementation of a new behavioural management framework for council members (the Framework) which is set out in new sections 75E, 75F and Chapter 13, Part A1 – Member Behaviour of the Local Government Act 1999. The current Code of Conduct will be repealed and replaced by ‘Behavioural Standards’ published by the Minister for Local Government.
- Implementation of the various reform areas will occur in stages and commencement dates will be declared via proclamation. The date for commencement of the sections relating to the Framework is yet to be determined and the local government sector has been asked for feedback on the ideal commencement dates for the Framework.
- There are two options for consideration:
  - To put in place all elements of the Framework as quickly as possible – the Framework could commence in June or July 2022
  - For the Framework to commence after the November 2022 local government elections.
- The LGA has prepared a paper (**Attachment 1**) setting out the necessary steps, advantages/disadvantages to each option and the likely timeframe required to achieve implementation of each option and is seeking feedback from member councils by 21 September 2021. The LGA will make a submission on the commencement date based on feedback from member councils.
- Although Option 2 is preferred from a purely administrative perspective, as it will provide more time to implement the Framework, noting the significance of a new Framework, it is for Members to consider whether the current Chamber would benefit from transitioning away from the Code of Conduct and to the Framework more quickly and in accordance with Option 1.

## **RECOMMENDATION**

**OPTION 1** “that Council, having considered Item 14.1 – *Consultation – Commencement on the Council Member Behaviour Framework*, dated 23 August 2021, receives and notes the report and in doing so instructs the Chief Executive Officer to notify the Local Government Association that it supports commencement of the Council Member Behaviour Framework ‘as quickly as possible’ as set out within Attachment 1 to this Report.”

**OR**

**OPTION 2** “that Council, having considered Item 14.1 – *Consultation – Commencement on the Council Member Behaviour Framework*, dated 23 August 2021, receives and notes the report and in doing so instructs the Chief Executive Officer to notify the Local Government Association that it supports commencement of the Council Member Behaviour Framework **after the November 2022** local government elections as set out within Attachment 1 to this Report.”

## **BUDGET IMPACT**

Estimated Cost:	There are likely to be consultancy/legal costs associated with Option 1 given the limited timeframe for Management to plan and implement the Framework
Future ongoing operating costs:	Nil
Is this Budgeted?	Not Applicable

## **RISK ASSESSMENT**

It is for Members to consider whether the current Chamber would benefit from transitioning away from the Code of Conduct and to the Framework more quickly and in accordance with Option 1.

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## **Attachments**

1. LGA Paper – Commencement of Member Behaviour Framework.

## **DETAILED REPORT**

### **Purpose**

The purpose of this report is for Council to consider providing feedback to the Local Government Association (LGA) in relation to the commencement of the member behaviour framework (the Framework).

### **Background**

As Members will recall, the Local Government Reform Program (the Reform) commenced in early 2019 and the Statutes Amendment (Local Government Review) Act 2021 (the Amendment Act) passed through Parliament on 10 June 2021. Information, via email and also formal reports, has been provided to Council regularly since commencement of the reform program.

A significant part of the Reform will be the development and implementation of a new behavioural management framework for council members (the Framework) which is set out in new sections 75E, 75F and Chapter 13, Part A1 – Member Behaviour of the Local Government Act 1999.

The current Code of Conduct will be repealed and replaced by 'Behavioural Standards' published by the Minister for Local Government. Councils will continue to have responsibility for managing behavioural matters (those that relate to the new Behavioural Standards made by the Minister and supporting Behavioural Support Policies made by councils) in the first instance. Councils will be required to manage an (alleged) breach of the Behavioural Standards or a council's Behavioural Support Policies in accordance with its Behavioural Management Policy and serious or repeated misbehaviour can be referred to the new Behavioural Standards Panel.

Matters of integrity will include provisions relating to the general duties of council members, register of interests, gifts and benefits, and conflicts of interest and alleged breaches will continue to be referred to the SA Ombudsman and the Independent Commissioner Against Corruption (ICAC). The Amendment Act also introduces new occasions for the suspension of council members, including the failure to submit a return for the Register of Interests, failure to meet mandatory training standards, where the council member is subject to an intervention order, or as the outcome of consideration by the Behavioural Standards Panel, SA Ombudsman or South Australian Civil and Administrative Tribunal.

### **Discussion**

Implementation of the various reform areas will occur in stages and commencement dates will be declared via proclamation. The date for commencement of the sections relating to the Framework is yet to be determined and the local government sector has been asked for feedback on the ideal commencement dates for the Framework.

There are two options for consideration:

- To put in place all elements of the Framework as quickly as possible – the Framework could commence in June or July 2022 (Option 1 – 'Commence Quickly')
- For the Framework to commence after the November 2022 local government elections (Option 2).

The LGA has prepared a paper (**Attachment 1**) setting out the necessary steps, arguments for and against the Framework commencing ‘quickly’ and the likely timeframe required to achieve implementation of each option.

#### Required Steps and Timeline

<b>Required Step</b>	<b>Primary Responsibility</b>	<b>‘Commence Quickly’ timeline</b>	<b>‘Commence Post-Election’ timeline</b>
LGA consults sector on template council Behavioural Support Policy and template council Behavioural Management Policy.	Sector	September 2021	September 2021
Minister publishes Behavioural Standards	Minister	October 2021	October 2021
Minister appoints Behavioural Standards Panel, who can start determining their policies and procedures but who cannot yet hear matters.	Minister Behavioural Standards Panel	November 2021	July 2022
LGA provides template policies and training programs	LGA	From November 2021	From November 2021
Councils meet to deliberate on their Behavioural Support Policy and Behavioural Management Policy	Council	Final months of 2021 (draft policy approved for consultation by end January 2022)	December 2022-March 2023 (must be completed before May 2023)
Councils consult public on proposed Behavioural Support Policy and Behavioural Management Policy.	Council	February 2022	February-March 2023
Taking into account consultation with local communities, councils adopt Behavioural Support Policy and Behavioural Management Policy.	Council	March-April 2022	April 2023
Sections of the Act relating to the Framework commence.	Minister/LGA	July 2022	May 2023
Behavioural Standards Panel available to hear matters	Behavioural Standards Panel	July 2022	May 2023

#### General arguments for commencing 'quickly':

- Some councils have critical issues that cannot be effectively solved under the existing laws. These issues present continuing risks of harm to council members and employees.
- Council member behaviour is an ongoing problem, resulting in sector-wide reputational damage.
- This risk of harm exposes the sector to financial costs including legal fees and compensation payments made by the local government workers compensation and indemnity schemes.
- The new scheme increases the likelihood that members will conduct themselves in accordance with community expectations.
- Behavioural Standards Panel members can be appointed and commence development of operating procedures to enable prompt consideration of matters once the provisions commence.

#### General arguments against commencing 'quickly':

- Councils have a substantial body of work that must be undertaken before the sections can commence.
- There are a very large number of tasks required to implement the changes to the Local Government Act arising from passage of the Statutes Amendment (Local Government Review) Act 2021. The Framework is only one of several substantial projects.
- 2022 will already be a busy year of council governance (and other relevant) officers. Expected federal, state, and local government elections will all increase workloads.
- If the Framework commences quickly, the current council will need to develop the policies required by the legislation and related procedures for implementation. This process will need to be conducted again after the new council is elected.
- The Behavioural Standards Panel will not be available to hear matters, make determinations and impose penalties until mid-2023.

#### Management's Comments

From a purely administrative perspective, Option 2 is preferred as it will provide Management, and Members, more time to properly consider and develop (and provide training in relation to) the Framework against a backdrop of various other governance priorities arising from the Reform and general election. Under both options, template policies and training programs are intended to be made available by the LGA from November 2021 which means that under Option 2, Management would have up to one year to prepare same for consideration by Elected Members as opposed to one-two months under Option 1. Option 1 would also mean that some Council decisions would need to be repeated following the 2022 elections.

However, noting the significance of a new Framework, it is for Members to consider whether the current Chamber would benefit from transitioning away from the Code of Conduct and to the Framework more quickly and in accordance with Option 1.

#### **Conclusion**

The local government sector has been asked for feedback on the ideal commencement dates for the Framework. The LGA has prepared a paper setting out two options ('as quickly as possible' and 'after the November 2022 local government elections'). Although Option 2 is preferred from a purely administrative perspective, as it will provide more time to implement the Framework, noting the

significance of a new Framework, it is for Members to consider whether the current Chamber would benefit from transitioning away from the Code of Conduct and to the Framework more quickly and in accordance with Option 1.

---

## **References**

### Legislation

*Local Government Act 1999*

*Statutes Amendment (Local Government Review) Act 2021*

### Council Policies/Plans

*Strategic Plan 2021-2024 – Proactive Leadership*

## Commencement of Member Behaviour Framework

The local government sector has been asked for feedback on the optimal commencement dates for the new behaviour management framework for council members (in this paper, referred to as ‘the Framework’) which is set out in new sections 75E, 75F and Chapter 13, Part A1—Member Behaviour of the *Local Government Act 1999* (inserted by s 38 and 126 of the *Statutes Amendment (Local Government Review) Act 2021*).

The first option is to put in place all elements of the Framework as quickly as possible. If so, the Framework could commence in June or July 2022. The second option is for the Framework to commence after the November 2022 local government periodic elections.

This paper set out the steps and the likely timeframe required to achieve implementation of both options.

### Background

The *Statutes Amendment (Local Government Review) Act 2021* will make significant changes to the way council member behaviour issues are addressed. The current code of conduct for elected members will be repealed and replaced by ‘Behavioural Standards’ published by the Minister for Local Government. The date for commencement of this section is yet to be determined. The LGA will make submissions on the commencement date based on feedback from member councils.

Before the new sections commence, councils must make a range of decisions including the development and adoption of behavioural management and support policies to meet the requirements of the new sections (these are referred to in the table below). Public consultation is required before a council can adopt them.

The LGA is preparing a range of training sessions (for both council members and employees) and model documents, to support councils’ transition to the new legislative scheme.

### Required Steps

Required step	Primary Responsibility	Commence quickly timeline	Commence Post-election timeline
LGA consults sector on template council ‘Behavioural Support Policy’ <sup>1</sup> and template council ‘Behavioural Management Policy’ <sup>2</sup> .	Sector	September 2021	September 2021
Minister publishes Behavioural Standards <sup>3</sup> .	Minister	October 2021	October 2021
Minister appoints Behavioural Standards Panel <sup>4</sup> , who can start determining their policies and procedures but who cannot yet hear matters.	Minister Behavioural Standards Panel	November 2021	July 2022

<sup>1</sup> s 75F *Local Government Act 1999* (s 38 *Statutes Amendment (Local Government Review) Act 2021*)

<sup>2</sup> s 262B *Local Government Act 1999* (s 126 *Statutes Amendment (Local Government Review) Act 2021*)

<sup>3</sup> s 75E *Local Government Act 1999* (s 38 *Statutes Amendment (Local Government Review) Act 2021*)

<sup>4</sup> Chapter 13, Part A1, Division 2—Behavioural Standards Panel, *Local Government Act 1999* (s 126 *Statutes Amendment (Local Government Review) Act 2021*)

Required step	Primary Responsibility	Commence quickly timeline	Commence Post-election timeline
LGA provides template policies and training programs.	LGA	From November 2021	From November 2021
Councils meet to deliberate on their 'Behavioural Support Policy' and 'Behavioural Management Policy'.	Council	Final months of 2021 (draft policy approved for consultation by end January 2022)	Post-election: December 2022-March 2023 (must be completed before May 2023).
Councils consult public on proposed 'Behavioural Support Policy' and 'Behavioural Management Policy'.	Council	February 2022	February–March 2023
Taking into account consultation with local communities, councils adopt 'Behavioural Support Policy' and 'Behavioural Management Policy'.	Council	March-April 2022	April 2023
Sections of the Act relating to the Framework commence.	Minister/LGA	July 2022	May 2023
Behavioural Standards Panel available to hear matters.	Behavioural Standards Panel	July 2022	May 2023

## Arguments for and against commencing quickly

### *Arguments for commencing quickly*

- Council member behaviour is an ongoing problem, resulting in sector-wide reputational damage.
- Some councils have critical issues that cannot be effectively solved under the existing laws. These issues present continuing risks of harm to council members and employees.
- This risk of harm exposes the sector to financial costs including legal fees and compensation payments made by the local government workers compensation and indemnity schemes.
- The new scheme increases the likelihood that members will conduct themselves in accordance with community expectations.
- Behavioural Standards Panel members can be appointed and commence development of operating procedures to enable prompt consideration of matters once the provisions commence.

### *Arguments against commencing quickly:*

- Councils have a substantial body of work that must be undertaken before the sections can commence.
- There are a very large number of tasks required to implement the changes to the Local Government Act arising from passage of the *Statutes Amendment (Local Government Review) Act 2021*. The Framework is only one of several substantial projects.
- 2022 will already be a busy year of council governance (and other relevant) officers. Expected federal, state, and local government elections will all increase workloads.



- If the Framework commences quickly, the current council will need to develop the policies required by the legislation and related procedures for implementation. This process will need to be conducted again after the new council is elected.
- The Behavioural Standards Panel will not be available to hear matters, make determinations and impose penalties until mid 2023.


## Summary

Both timeframes are available, however with the 'commence quickly' timeline, council will need to compress the required body of work into a shorter period. Some council deliberations will need to be repeated once a new council is elected.

On the other hand, council member behaviour is a serious systemic issue for the sector. These issues are difficult to resolve under the current laws. Behavioural issues and the inability to resolve breakdowns in Member relationships provide a major distraction from ordinary business, at many councils.

The LGA intends to make a submission on commencement dates for the Framework, based upon the views of member councils. Councils are requested to provide views by **21 September 2021**.

Submissions and question should be addressed to Andrew Lamb, Local Government Reform Partner on 8224 2081 and [andrew.lamb@lga.sa.gov.au](mailto:andrew.lamb@lga.sa.gov.au)

	14.2	Consultation – Casual Vacancy Elections Countback Systems
	<b>Department:</b>  <b>Report Author:</b>	<b>Governance and Executive Office</b>  <b>Acting General Manager – Governance and Executive Office</b>
<b>Date: 23 August 2021</b>	<b>Document Ref:</b>	<b>D21/37293</b>

## **EXECUTIVE SUMMARY**

- The purpose of this report is for Council to consider providing feedback to the Local Government Association (LGA) in relation to two different ‘countback’ systems that could be used in the case of a casual vacancy occurring within 12 months of a council periodic election.
- As Members will recall, the Local Government Reform Program commenced in early 2019. Information, via email and also formal reports, has been provided to Council regularly since.
- The Statutes Amendment (Local Government Review) Act 2021 (the Amendment Act) passed through Parliament on 10 June 2021.
- New section 6(2)(c) of the *Local Government (Elections) Act 1999* (inserted by section 151 of the Amendment Act) provides that a casual vacancy election will not need to be held, in most cases, if the elected member vacates the position in the first 12 months after a periodic election. Instead, the replacement council member will be determined in accordance with the relevant Regulations which are yet to be drafted.
- The local government sector has been asked for feedback on two countback systems and the Local Government Association (LGA) has prepared a discussion paper (**Attachment 1**) setting out the two methods that are being considered as the basis of the intended Regulations.
- The ‘Next Highest’ method has been proposed by the State Government as being simple and easy to determine. However, the LGA Secretariat’s advice is inclined towards the ‘Preferred Candidate’ preferential system in use for local government casual vacancy elections in Tasmania and Victoria.
- The LGA intends to make a submission to the Office of Local Government regarding the proposed Regulations based upon the views of member councils and is seeking feedback from member councils by 21 September 2021.
- It is recommended that Council supports the ‘Preferred Candidate’ method on the basis that this method sees the votes of those people who originally voted for the departing member still counted in determining a replacement candidate and indeed that the successful candidate determined using this method will be preferred by the majority of voters.

## **RECOMMENDATION**

“that Council, having considered Item 14.2 – *Consultation – Casual Vacancy Elections Countback System*, dated 23 August 2021, receives and notes the report and in doing so instructs the Chief Executive Officer to provide feedback to the Local Government Association that, in relation to the countback systems that could be used in the case of a casual vacancy within 12 months of a council periodic election, it supports the Preferential Candidate method on the basis that this method sees the votes of those people who originally voted for the departing member still counted in determining a replacement candidate and indeed that the successful candidate determined using this method will be preferred by the majority of voters.”

## **BUDGET IMPACT**

Estimated Cost:	Unknown
Future ongoing operating costs:	Unknown
Is this Budgeted?	Not Applicable

## **RISK ASSESSMENT**

The relevant Regulations which determine how a casual vacancy will be dealt with are yet to be drafted and it is strongly recommended that Members consider the options and provide feedback.

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## **Attachments**

1. LGA Discussion Paper – Casual Vacancy Elections Countback Systems.

## **DETAILED REPORT**

### **Purpose**

The purpose of this report is for Council to consider providing feedback to the Local Government Association (LGA) in relation to two different 'countback' systems that could be used in the case of a casual vacancy occurring within 12 months of a council periodic election.

### **Background**

As Members will recall, the Local Government Reform Program (the Reform) commenced in early 2019 and the Statutes Amendment (Local Government Review) Act 2021 (the Amendment Act) passed through Parliament on 10 June 2021. Information, via email and also formal reports, has been provided to Council regularly since commencement of the reform program.

New section 6(2)(c) of the *Local Government (Elections) Act 1999* (inserted by section 151 of the Amendment Act) provides that a casual vacancy election will not need to be held, in most cases, if the elected member vacates the position in the first 12 months after a periodic election. Instead, the replacement council member will be determined in accordance with the relevant Regulations which are yet to be drafted.

The sections of the legislation and regulations relating to local government election are expected to commence in November 2021, one year before the next periodic elections.

### **Discussion**

The local government sector has been asked for feedback on two countback systems and the Local Government Association (LGA) has prepared a discussion paper (**Attachment 1**) setting out the two methods that are being considered as the basis of the intended Regulations:

- The 'Next Highest' method and
- The 'Preferred Candidate' preferential system.

#### **Next Highest**

In the Next Highest method, the Electoral Commission will examine who had the next highest number of votes at the moment when the winning candidate was elected.

#### ***Benefits***

- Simple and easy to determine the winning candidate without the need to recount ballots.
- Voting papers need to be stored until the results in the periodic election are declared by the Returning Officer (plus an additional 72 hours to allow for potential challenges), but not for a longer period or to be accessed for any recount.

#### ***Negatives***

- Could lead to the election of Members who were not supported by a majority of voters.

### Preferred Candidate

The Preferred Candidate method is an extension of the preferential system of voting upon which South Australian local government elections are based. This system is premised on the desire to elect a candidate who is preferred by the majority of voters, even though that candidate did not necessarily receive a majority of first preference votes.

Using this method, when an elected member resigns or passes away in the first 12 months after a periodic election, the ballots are re-examined. Those votes that previously went to the departing member, are re-distributed according to the preferences indicated by the voters.

This method avoids circumstances where one candidate receives a high number of first preference votes but is not supported by a majority of voters. This system is used in Tasmania and Victoria .

#### *Benefits*

- The successful candidate determined using this method will be preferred by the majority of voters.
- The votes of those people who originally voted for the departing member will still be counted in determining the replacement candidate.

#### *Negatives*

- Voting papers would need to be stored for a longer period of time to be available for any recount and this may have a cost (albeit a much smaller cost than the cost of running a supplementary election)
- Recounting votes via this method is more complicated. ECSA will need to ensure they have access to staff with the requisite skills in the event of any recount.

### Comments

The 'Next Highest' method has been proposed by the State Government as being simple and easy to determine. However, the LGA Secretariat's advice is inclined towards the 'Preferred Candidate' preferential system in use for local government casual vacancy elections in Tasmania and Victoria.

Interestingly, the views of the LGA are informed by the 2021 Rockhampton Mayoral election involving Chris "Pineapples" Hooper. Mr Hooper received the second highest number of first preference votes for Mayor. When the Mayor resigned, Mr Hooper would have become Mayor of Rockhampton, had the Queensland Government not rushed through emergency legislation to require a by-election following the resignation of a candidate, rather than allowing the 'runner up' to be declared elected. This legislation was supported by both sides of Parliament and LGA Queensland.

### **Conclusion**

New section 6(2)(c) of the *Local Government (Elections) Act 1999* (inserted by section 151 of the Amendment Act) provides that a casual vacancy election will not need to be held, in most cases, if the elected member vacates the position in the first 12 months after a periodic election. Instead, the replacement council member will be determined in accordance with the relevant Regulations which are yet to be drafted.

The local government sector has been asked for feedback in relation to two different 'countback' systems that could be used in the case of a casual vacancy occurring within 12 months of a council periodic election. The LGA has prepared a discussion paper and intends to make a submission to the Office of Local Government regarding proposed Regulations and based upon the views of member councils, and is seeking feedback by 21 September 2021 accordingly.

It is recommended that Council supports the 'Preferred Candidate' method on the basis that this method sees the votes of those people who originally voted for the departing member still counted in determining a replacement candidate and indeed that the successful candidate determined using this method will be preferred by the majority of voters.

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## References

### Legislation

*Local Government Act 1999*

*Local Government (Elections) Act 1999*

*Statutes Amendment (Local Government Review) Act 2021*

### Council Policies/Plans

*Strategic Plan 2021-2024 – Proactive Leadership*

## Local Government Casual Vacancy Elections -Countback systems

The local government sector has been asked for feedback on two different 'countback' systems that could be used in the case of a casual vacancy occurring within 12 months of a council periodic election. The two options are described below, and councils are asked to provide feedback on their preferred alternative.

### **Background**

New section 6(2)(c) of the *Local Government (Elections) Act 1999* (inserted by s 151 of the *Statutes Amendment (Local Government Review) Act 2021*) provides that a casual vacancy election will not need to be held, in most cases, if the elected member vacates the position in the first 12 months after a periodic election.

Instead, the replacement council member will be determined in accordance with the Regulations (yet to be drafted). This paper discusses two alternative countback methods being considered as the basis of the intended Regulations.

The 'Next Highest' method has been proposed by the State Government. It is simple and easy to determine. The LGA Secretariat's advice is inclined towards the 'Preferred candidate' preferential system in use for local government casual vacancy elections in Tasmania and Victoria.

### **'Next Highest' method**

In the 'Next Highest' method, the Electoral Commission will examine who had the next highest number of votes, at the moment when the winning candidate was elected.

#### *Benefits*

- Simple and easy to determine the winning candidate without the need to recount ballots.
- Voting papers need to be stored until the results in the periodic election are declared by the Returning Officer (plus an additional 72 hours to allow for potential challenges), but not for a longer period or to be accessed for any recount.

#### *Negatives:*

- Could lead to the election of Members who were not supported by a majority of voters.

### **'Preferred candidate' method**

The 'Preferred Candidate' method is an extension of the preferential system of voting upon which SA local government elections are based. This system is premised on the desire to elect a candidate who is preferred by the majority of voters, even though that candidate did not necessarily receive a majority of first preference votes.

Using this method, when an elected member resigns or passes away in the first 12 months after a periodic election, the ballots are re-examined. Those votes that previously went to the departing member, are re-distributed according to the preferences indicated by the voters.

This method avoids circumstances where one candidate receives a high number of first preference votes but is not supported by a majority of voters. This system is used in Tasmania<sup>1</sup> and Victoria<sup>2</sup>.

*Benefits:*

- The successful candidate determined using this method will be preferred by the majority of voters.
- The votes of those people who originally voted for the departing member will still be counted in determining the replacement candidate.

*Negatives:*

- Voting papers would need to be stored for a longer period of time to be available for any recount and this may have a cost (albeit a much smaller cost than the cost of running a supplementary election)
- Recounting votes via this method is more complicated. ECSA will need to ensure they have access to staff with the requisite skills in the event of any recount.

**Example**

In the periodic election three candidates ran for one position. Candidate A and C have similar views and gave their preferences to each other. The votes were as follows: Candidate A 45%, Candidate B 30% and Candidate C 25%.

No candidate had more than 50% of the vote, so no one was elected after primary votes were counted. Candidate C had the lowest number of votes and so was eliminated and their preferences were distributed. Most of their second preferences flow to Candidate A. Candidate A now had more than 50% of the votes and was declared elected. At that point, Candidate B had the next highest number of votes.

Six months later, Candidate A resigns from council for health reasons. A countback of the votes cast at the periodic election is required. The table below describes the application of each countback method.

<i>'Next Highest' Method</i>	<i>'Preferred Candidate' Method</i>
<p>Elected Member (Candidate A resigns).</p> <p>The candidate with the next highest vote tally was Candidate B, who received 30% of the primary vote.</p> <p>Candidate B is declared elected, even though a majority of voters (70%) put candidate B last.</p>	<p>Elected Member (Candidate A resigns).</p> <p>The ballots are recounted. Any votes that previously went to Candidate A are distributed according to the voter's preferences.</p> <p>Almost all of Candidate A's preferences go to Candidate C.</p> <p>At this point, Candidate C has their original 25% of first preferences plus preferences from most of the 45% of votes distributed from Candidate A.</p> <p>As almost 70% of voters <i>preferred</i> Candidate C (in the absence of Candidate A), Candidate C is elected.</p>

<sup>1</sup> Section 107 of the *Tasmanian Local Government Act 1993*

<sup>2</sup> Section 225 of the *Local Government Act (Vic) 2020*



## Summary

The views of the LGA are informed by the 2021 Rockhampton Mayoral election involving Chris “Pineapples” Hooper. Mr Hooper’s circumstances were similar to Candidate B, above<sup>3</sup>. He received the second highest number of first preference votes for Mayor. When the Mayor resigned, Mr Hooper would have become Mayor of Rockhampton, had the Queensland Government not rushed through emergency legislation to require a by-election following the resignation of a candidate, rather than allowing the ‘runner up’ to be declared elected. This legislation was supported by both sides of Parliament and LGA Queensland.

Those sections of the legislation and regulations, relating to local government election are expected to commence in November 2021, one year before the next periodic elections.


## Feedback sought

The LGA intends to make a submission to the Office of Local Government regarding the proposed Regulations based upon the views of member councils. To assist in the preparation of that submission Councils are requested to provide views by **21 September 2021** regarding the preferred countback option to be used in the event of a casual vacancy occurring within 12 months of a periodic election.

Submissions and questions should be addressed to Andrew Lamb, Local Government Reform Partner on 8224 208 and [andrew.lamb@lga.sa.gov.au](mailto:andrew.lamb@lga.sa.gov.au)

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<sup>3</sup> Note that in South Australia, a countback system will not be used for Mayoral by-elections.

	<b>14.3</b>	<b>Request for Leave of Absence – Councillor Panella</b>
	<b>Department:</b>  <b>Report Author:</b>	<b>Governance and Executive Office</b>  <b>Acting General Manager – Governance and Executive Office</b>
<b>Date: 23 August 2021</b>	<b>Document Ref:</b>	<b>D21/37337</b>

## **OVERVIEW**

### Purpose

The purpose of this report is for Council to consider Councillor Panella's request for a leave of absence for the period 30 August 2021 to 3 October 2021 (inclusive).

### Discussion

On 19 August 2021, Councillor Panella advised the Mayor and Acting General Manager – Governance and Executive Office of her desire to seek a leave of absence for the period 30 August 2021 to 3 October 2021.

It is noted that this leave of absence will involve absence from the Ordinary Council Meeting on 27 September 2021.

### Summary

Councillor Panella has provided notice of her upcoming absence. It is recommended that Council grants Councillor Panella a leave of absence for the period 30 August 2021 to 3 October 2021 (inclusive).

## **RECOMMENDATION**

**"that Council, having considered Item 14.3 – *Request for Leave of Absence – Councillor Panella*, dated 23 August 2021, receives and notes the report and in doing so grants Councillor Panella a leave of absence for the period 30 August 2021 to 3 October 2021 (inclusive)."**

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## **Attachments**

Nil


## **References**

### Legislation

*Local Government Act 1999*

### Council Policies/Plans

*Code of Practice – Meeting Procedures*

	<b>15.1</b>	<b>Council Resolutions – Status Report</b>
	<b>Department:</b>  <b>Report Author:</b>	<b>Governance and Executive Office</b>  <b>Acting General Manager – Governance and Executive Office</b>
<b>Date: 23 August 2021</b>	<b>Document Ref:</b>	<b>D21/36928</b>

## **OVERVIEW**

The purpose of this report is to provide an update in relation to the status of Council Resolutions currently being actioned, for Council Members' information and monitoring.

**Attachment 1** provides the status of Council Resolutions that have not yet been finalised for the period February 2019 to June 2021. Previously outstanding items that have been finalised since the last report to Council are included by way of update. The Council Resolutions for July 2021 and August 2021 are provided, in full, for Council Members' information.

Management acknowledges the efficiencies afforded to both Council Members and staff by regular reporting and monitoring of the status of Council Resolutions. The practice of providing transparent updates also facilitates performance monitoring and builds confidence.

## **RECOMMENDATION**

**“that Council, having considered Item 15.1 – *Council Resolutions - Status Report*, dated 23 August 2021, receives and notes the report.”**

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## **Attachments**

1. Resolution Status Report

## **References**

### Legislation

*Local Government Act 1999 (SA)*

*Local Government (Procedures at Meetings) Regulations 2013 (SA)*

Resolution Register - July 2021 - All						
Meeting Date	Item Number	Title	Resolution Description	Resolution Number	Status/ Comments ('Deferred, Ongoing, Agenda, Completed')	Responsible Department
26-Jul-21	2.1	Confirmation of Minutes	"that the minutes of the Ordinary Council Meeting held on 28 June 2021 (MB Folios 17373 to 17391 inclusive), be accepted as read and confirmed."	2021/279	Completed	Governance and Executive Office
26-Jul-21	2.2	Confirmation of Minutes	"that the minutes of the Special Council Meeting held on 8 July 2021 (MB Folios 17392 to 17410 inclusive), be accepted as read and confirmed."	2021/280	Completed	Governance and Executive Office
26-Jul-21	2.3	Confirmation of Minutes	"that the minutes of the Special Council Meeting held on 21 July 2021 (MB Folios 17411 to 17413 inclusive), be accepted as read and confirmed."	2021/281	Completed	Governance and Executive Office
26-Jul-21	12.1	Committee Meetings	"that Council receives and notes the minutes of the Adelaide Plains Council Historical Committee meeting held 7 July 2021."	2021/282	Completed	Development and Community
26-Jul-21	14.1	Request to Fly the Rainbow Flag	"that Council, having considered Item 14.1 – Request to Fly the Rainbow Flag, dated 26 July 2021, receives and notes the report and in doing so instructs the Chief Executive Officer to fly the rainbow flag on the flag pole at East Reserve, Mallala during business hours for the month of November 2021, and acknowledges that Adelaide Plains Council will be listed as a supporter in the Feast Program Guide and on the Feast website."	2021/283	Completed	Governance and Executive Office
26-Jul-21	14.2	Endorse Form to Submit Proposed Item of Business to Local Government Association Annual General Meeting – Northern Adelaide Irrigation Scheme Water Pricing and Connection Costs	"that Council, having considered Item 14.2 – Endorse Form to Submit Proposed Item of Business to Local Government Association Annual General Meeting – Northern Adelaide Irrigation Scheme Water Pricing and Connection Costs, dated 26 July 2021, receives and notes the report and endorses the Submission Form presented as Attachment 1 to this Report to be submitted to the South Australian Regional Organisation of Councils to give effect to Resolution 2021/238 subject to the inclusion of commentary surrounding water quality."	2021/284	Completed	Governance and Executive Office
26-Jul-21	14.3	Draft Lease for Public Consultation – Portion of Mallala Oval to Mallala and Districts Lions Club	"that Council, having considered Item 14.3 – Draft Lease for Public Consultation – Portion of Mallala Oval to Mallala and Districts Lions Club, dated 26 July 2021, receives and notes the report and in doing so endorses the draft Lease, presented as Attachment 1 to this report, to be released for public consultation in accordance with Council Resolution 2021/164, and notes that any future execution will be conditional upon the necessary approvals being granted."	2021/285	Ongoing	Governance and Executive Office / Infrastructure and Environment

26-Jul-21	14.4	Environment and Food Production Area Review	<p>that Council, having considered Item 14.4 – Environment and Food Production Area Review, dated 26 July 2021, receives and notes the report and in doing so instructs the Chief Executive Officer to finalise and submit the submission to the State Planning Commission as presented in Attachment 1 to this Report with particular focus on the following:</p> <p>1. The Environment and Food Production Area generally aligns with Council's vision for Adelaide Plains as identified in the Strategic Plan 2020 - 2024, noting the following aspects of the Environment and Food Production Area require review and amendment:</p> <p>a. The Environment and Food Production Area not allowing subdivision for housing associated with horse keeping or dog kennelling, where it is consistent with zoning policy, requires immediate review and clarification. The current statutory arrangements are limiting investment for envisaged development within the Animal Husbandry Subzone, Rural Living Zone, Rural Horticulture Zone and Rural Zone and causing confusion within the community.</p> <p>b. The Environment and Food Production Area provisions should be explicitly communicated directly in the Planning and Design Code. The current system providing for the Code to express one thing about land and the Environment and Food Production Area to express the opposite needs amendment. The current arrangements are confusing and a handbrake on investment.</p> <p>c. The Environment and Food Production Area precluding the ability to build a dwelling on Rural Living zoned land has the potential to place pressure for urban development (housing) on primary production and horticulture zoned land. Council questions the rationale for the Environment and Food Production Area applying to Rural Living zoned land.</p> <p>d. The Environment and Food Production Area should not apply in the following locations:</p> <p>i. The Rural Living Zone at Mallala. Mallala's Rural Living Zone has a similar siting to Dublin's Rural Living Zone. If the Environment and Food Production Area is lifted, it would allow subdivision for Rural Living, this being a different housing offer to other Zones in Mallala, and the anticipated housing forms in the Gracewood development.</p> <p>ii. Within the Area of the proposed and funded Two Wells levee. Council expresses interest in investigations commencing with respect to the Rural Living Zone within this area.</p> <p>iii. East of Magnolia Boulevard, Two Wells. These lots are part of the Eden subdivision and have approvals for Rural Living. The Environment and Food Production Area serves no policy purpose.</p> <p>e. The Environment and Food Production Area should apply consistently to employment land on both sides of Port Wakefield Road at Two Wells.f. Council is open to the Environment and Food Production Area continuing in place over Two Wells / Rural Living Zone and Animal Husbandry Subzone until noting further detailed investigations on the impact of the</p>	2021/286	Completed	Development and Community
26-Jul-21	14.5	Draft Hart Reserve Masterplan	<p>“that Council, having considered Item 14.5 – Draft Hart Reserve Masterplan, dated 26 July 2021, receives and notes the report and in doing so receives the final Hart Reserve Master Plan Draft Report from Jensen PLUS and hereby endorses the Draft Plan for public consultation and instructs the Chief Executive Officer to commence Community Consultation as per Council's Public Consultation Policy.”</p>	2021/287	Ongoing. Public consultation concludes on Friday 27 August 2021.	Development and Community
26-Jul-21	14.6	Adelaide Plains Council Historical Committee – Membership Appointment	<p>“that Council, having considered Item 14.6 – Adelaide Plains Council Historical Committee – Membership Appointment, dated 26 July 2021, receives and notes the report and in doing so appoints Mr Vaughan Chenoweth to the Adelaide Plains Council Historical Committee until 1 January 2023.”</p>	2021/288	Completed	Development and Community
26-Jul-21	15.1	Council Resolutions – Status Report	<p>“that Council, having considered Item 15.1 – Council Resolutions – Status Report, dated 26 July 2021, receives and notes the report.”</p>	2021/289	Completed	Governance and Executive Office
26-Jul-21	15.2	Access to Confidential Subsidiary Documents	<p>“that Council, having considered Item 15.2 – Access to Confidential Subsidiary Documents, dated 26 July 2021, receives and notes the report.”</p>	2021/290	Completed	Governance and Executive Office
26-Jul-21	15.3	Thompson Beach Vehicle Access	<p>“that Council, having considered Item 15.3 – Thompson Beach Vehicle Access, dated 26 July 2021, receives and notes the report.”</p>	2021/291	Completed	Infrastructure and Environment
26-Jul-21	15.4	Review of Dogs By-Law 2019	<p>“that Council, having considered Item 15.4 – Review of Dogs By-Law 2019, dated 26 July 2021, receives and notes the report.”</p>	2021/292	Completed	Development and Community
26-Jul-21	15.5	Library and Community Services – Report – May to June 2021	<p>“that Council, having considered Item 15.5 – Library and Community Services – Report – May to June 2021, dated 26 July 2021, receives and notes the report.”</p>	2021/293	Completed	Development and Community
26-Jul-21	18.1	Motion on Notice – Vanuatu Friendship City Arrangement	<p>“that a report come back to Council with further information on a proposal for a Friendship City arrangement with Vanuatu to encourage social, welfare, educational and cultural links to strengthen the bond with Vanuatu workers here in the Adelaide Plains.”</p>	2021/294	Forward Agenda - September/October 2021	Development and Community

26-Jul-21	18.2	Motion on Notice – Rescind Motion 2019/529	<p>“that the following Resolution be rescinded: 2019/529:</p> <p>“that Members instruct the Chief Executive Officer to provide a letter of support to Port Parham Sports and Social Club in relation to their application to remove the restriction on the newly issued Liquor Licence which restricts liquor sales for consumption of the licenced premises to members only.””</p>	2021/295	Completed	Governance and Executive Office
26-Jul-21	18.3	Motion on Notice – Lift Motion Off Table – 2021/175	“that motion 2021/175 be lifted from the table.”	2021/296	Completed	Governance and Executive Office
26-Jul-21	18.1	Motion on Notice – Sealing Coastal Roads	<p>“that Council:</p> <p>1. Instructs the Chief Executive Officer to undertake detailed design in relation to the construction and sealing of Parham Esplanade (north Parham Road to end of road south of Wilson Street – 1.32km)</p> <p>2. Acknowledges that an allocation of \$20,000 will be incorporated into the first quarter 2021/2022 budget revision.”</p>	2021/ 175	Ongoing	Infrastructure and Environment
26-Jul-21	18.4	Motion on Notice – Lift Motion Off Table – 2021/177	“that motion 2021/177 be lifted from the table.”	2021/297	Completed	Governance and Executive Office
26-Jul-21	18.1	Motion on Notice	“that Council instructs the Chief Executive Officer to explore all relevant funding opportunities with relevant stakeholder groups and interested parties in relation the construction and sealing of Parham Esplanade (north Parham Road to end of road south of Wilson Street – 1.32km) and associated tourism and business opportunities.”	2021/ 177	Lost	Infrastructure and Environment
26-Jul-21	21.1	International Translational Horticulture Centre Update	<p>“that:</p> <p>1. Pursuant to section 90(2) of the Local Government Act 1999, Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Infrastructure and Environment, General Manager – Development and Community, Administration and Executive Support Officer/Minute Taker and Information Technology Officer be excluded from attendance at the meeting of Council for Agenda Item 21.1 – International Translational Horticulture Centre Update;</p> <p>2. Council is satisfied that pursuant to section 90(3)(b) and 90(3)(h) of the Local Government Act 1999, Item 21.1 – International Translational Horticulture Centre Update concerns commercial information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting business, or to prejudice the commercial position of Council, being information relating to the proposed International Translational Horticulture Centre;</p> <p>3. Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential.”</p>	2021/298	Completed	Governance and Executive Office
26-Jul-21	21.1	International Translational Horticulture Centre Update	“that Council, having considered Item 21.1 – International Translational Horticulture Centre Update dated 26 July 2021, receives and notes the report.”	2021/299	Completed	Governance and Executive Office

26-Jul-21	21.1	International Translational Horticulture Centre Update	<p>“that Council, having considered the matter of Item 21.1 – International Translational Horticulture Centre Update in confidence under sections 90(2), 90(3)(b) and 90(3)(h) of the Local Government Act 1999, resolves that:</p> <p>1. The report, Attachment 1 and Attachment 2 pertaining to Item 21.1 – International Translational Horticulture Centre Update remain confidential and not available for public inspection until further order of the Council;</p> <p>2. Pursuant to section 91(9)(a) of the Local Government Act 1999, the confidentiality of the matter will be reviewed every 12 months; and</p> <p>3. Pursuant to section 91(9)(c) of the Local Government Act 1999, the Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer.”</p>	2021/300	Completed	Governance and Executive Office
26-Jul-21	21.2	Crown Land, Two Wells – July 2021	<p>“that:</p> <p>1. Pursuant to section 90(2) of the Local Government Act 1999, Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Infrastructure and Environment, General Manager – Development and Community, Administration and Executive Support Officer/Minute Taker and Information Technology Officer be excluded from attendance at the meeting of Council for Agenda Item 21.2 – Crown Land, Two Wells – July 2021;</p> <p>2. Council is satisfied that pursuant to section 90(3)(b) and 90(3)(h) of the Local Government Act 1999, Item 21.2 – Crown Land, Two Wells – July 2021 concerns commercial information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting business, or to prejudice the commercial position of Council, being information relating to ongoing negotiations in relation to Crown Land at Two Wells;</p> <p>3. Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential.”</p>	2021/301	Completed	Governance and Executive Office
26-Jul-21	21.2	Crown Land, Two Wells – July 2021	<p>“that Council, having considered Item 21.2 – Crown Land, Two Wells – July 2021 dated 26 July 2021, receives and notes the report.”</p>	2021/302	Completed	Governance and Executive Office
26-Jul-21	21.2	Crown Land, Two Wells – July 2021	<p>“that Council, having considered the matter of Item 21.2 – Crown Land, Two Wells – July 2021 in confidence under sections 90(2), 90(3)(b) and 90(3)(h) of the Local Government Act 1999, resolves that:</p> <p>1. The report pertaining to Item 21.2 – Crown Land, Two Wells – July 2021 remain confidential and not available for public inspection until further order of the Council;</p> <p>2. Pursuant to section 91(9)(a) of the Local Government Act 1999, the confidentiality of the matter will be reviewed every 12 months; and</p> <p>3. Pursuant to section 91(9)(c) of the Local Government Act 1999, the Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer.”</p>	2021/303	Completed	Governance and Executive Office



26-Jul-21	21.3	Northern Adelaide Irrigation Scheme – Uptake and Investment	<p>“that:</p> <ol style="list-style-type: none"> <li>1. Pursuant to section 90(2) of the Local Government Act 1999, the Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Infrastructure and Environment, General Manager – Finance and Business, General Manager – Development and Community, Administration Support Officer/Minute Taker, Information Technology Officer and Mr Ian O’Loan OAM Chairperson, Adelaide Plains Business Advisory Group be excluded from attendance at the meeting of the Council for Agenda Item 21.3 – Northern Adelaide Irrigation Scheme - Uptake and Investment;</li> <li>2. Council is satisfied that pursuant to section 90(3)(d) of the Local Government Act 1999, Item 21.3 – Northern Adelaide Irrigation Scheme- Uptake and Investment concerns commercial information of a confidential nature (not being a trade secret), being legal firm fee proposals, the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party, being information in relation to potential private sector investment associated with the Northern Adelaide Irrigation Scheme</li> <li>3. Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential.”</li> </ol>	2021/304	Completed	Governance and Executive Office
26-Jul-21	21.3	Northern Adelaide Irrigation Scheme – Uptake and Investment	<p>“that Council, having considered Item 21.3 – Northern Adelaide Irrigation Scheme- Uptake and Investment dated 26 July 2021, receives and notes the report.”</p>	2021/305	Completed	Governance and Executive Office
4-Aug-21	4.1	Chief Executive Officer Annual Performance Review	<p>“that:</p> <ol style="list-style-type: none"> <li>1. Pursuant to section 90(2) of the Local Government Act 1999, the Council orders that all members of the public, except Chief Executive Officer, Rebecca Hunt – McArthur and Minute Taker/Administration and Executive Support Officer be excluded from attendance at the meeting of the Council for Agenda Item 4.1 – Chief Executive Officer Annual Performance Review;</li> <li>2. Council is satisfied that it is necessary that the public be excluded to enable Council to consider Item 4.1 – Chief Executive Officer Annual Performance Review at the meeting: <ol style="list-style-type: none"> <li>a. on the grounds provided by section 90(3) of the Local Government Act 1999, being that Item 4.1 – Chief Executive Officer Annual Performance Review concerns information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead); and</li> <li>b. on the basis that information within Item 4.1 – Chief Executive Officer Annual Performance Review contains information about the personal affairs of a person, constituting the performance of the Chief Executive Officer pursuant to the contract of employment.</li> </ol> </li> <li>3. Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential.”</li> </ol>	2021/306	Completed	Governance and Executive Office
4-Aug-21	4.1	Chief Executive Officer Annual Performance Review	<p>“that Council, having considered the matter of Agenda Item 4.1 – Chief Executive Officer – Performance Review in confidence under sections 90(2) and 90(3)(a) of the Local Government Act 1999, resolves:</p> <ol style="list-style-type: none"> <li>1. That all associated information submitted to this meeting and the minutes of this meeting pertaining to Agenda Item 4.1 – Chief Executive Officer – Performance Review in relation to the matter remain confidential and not available for public inspection until further order of Council;</li> <li>2. Pursuant to section 91(9)(a) of the Local Government Act 1999, the confidentiality of the matter will be reviewed every 12 months; and</li> <li>3. Pursuant to section 91(9)(c) of the Local Government Act 1999, Council delegates the power to revoke this confidentiality order to the Chief Executive Officer.”</li> </ol>	2021/307	Completed	Governance and Executive Office


12-Aug-21	4.1	Gawler River Floodplain Management Authority Draft Strategic Plan 2021-2026	<p>“that Council, having considered Item 4.1 – Gawler River Floodplain Management Authority Draft Strategic Plan 2021-2026, dated 12 August 2021, receives and notes the report and in doing so:</p> <ol style="list-style-type: none"> <li>1. Acknowledges the extensive body of work undertaken by Jeff Tate Consulting in the preparation of the draft Gawler River Floodplain Management Authority (GRFMA) Strategic Plan 2021-2026</li> <li>2. Extends our appreciation to both Mr Jeff Tate and the GRFMA for the opportunity to provide comment on the draft Strategic Plan 2021-2026</li> <li>3. Commends the thrust and direction envisaged under Themes 2 and 3 which point to developing and evolving key relationships and ensuring good governance and ongoing financial sustainability and</li> <li>4. Expresses concerns surrounding Priority Actions 1.2, 1.4 and 1.5 which point to designing, building and maintaining physical flood mitigation infrastructure for the reasons set out in resolution 2021/207.”</li> </ol>	2021/308	Completed	Governance and Executive Office
12-Aug-21	4.2	Wasleys Bridge Remediation Options,	<p>“that Council, having considered Item 4.2 – Wasleys Bridge Remediation Options, dated 12 August 2021, receives and notes the report and in doing so:</p> <ol style="list-style-type: none"> <li>1. Instructs the Chief Executive Officer to commence the necessary process under the Roads (Opening and Closing) Act 1991 (SA) in relation to the potential closure of Wasleys Road Bridge (Light River), Barabba and</li> <li>2. Acknowledges that if the Wasleys Road Bridge is closed: <ol style="list-style-type: none"> <li>a. Funding of \$107,500 under the Bridge Renewal Program – Round 5 will be relinquished, as the relevant remediation works will not be undertaken and</li> <li>b. Council’s co-contribution of \$107,500 will be reallocated to other projects at the next quarterly budget review.”</li> </ol> </li> </ol>	2021/309	Lapsed for Want of a Second	Infrastructure and Environment
12-Aug-21	4.2	Wasleys Bridge Remediation Options,	<p>“that Council, having considered Item 4.2 – Wasleys Bridge Remediation Options, dated 12 August 2021, receives and notes the report and in doing so:</p> <ol style="list-style-type: none"> <li>1. Instructs the Chief Executive Officer to: <ol style="list-style-type: none"> <li>a. Commence the necessary notification process under section 32(1) of the Road Traffic Act 1961 (SA) (the Road Traffic Act) in relation to the potential application of a load limit of 6.5tonnes to Wasleys Road Bridge (Light River), Barabba (with the exception of emergency vehicles, service vehicles and Council vehicles) and</li> <li>b. Bring back a report to Council pursuant to section 32(2) of the Road Traffic Act at the appropriate time in order for Council to give due consideration to all written submissions received prior to considering any resolution to apply a load limit to the Wasleys Road Bridge</li> </ol> </li> <li>2. Instructs the Chief Executive Officer to undertake the necessary consultation under the Roads (Opening and Closing) Act 1991 (SA) in relation to the potential closure of Wasleys Road Bridge (Light River), Barabba and</li> <li>3. Acknowledges that if a load limit of 6.5tonnes is applied to the Wasleys Road Bridge, or the Wasleys Road Bridge is closed funding of \$107,500 under the Bridge Renewal Program – Round 5 will be relinquished, as the relevant remediation works will not be undertaken.”</li> </ol>	2021/310	Ongoing	Infrastructure and Environment

Resolution Register - February 2019 - June 2021 - Ongoing						
Meeting Date	Item Number	Title	Resolution Description	Resolution Number	Status/ Comments ('Deferred, Ongoing, Forward Agenda, Agenda, Completed')	Responsible Department
25-Feb-19	19.1	Motion Without Notice	<p><b>"that the Chief Executive Officer bring back a report to Council, with accompanying proposed policy in relation to the management of horses on the coastal beaches of the Adelaide Plains Council. The Policy should take into account:-</b></p> <ol style="list-style-type: none"> <li><b>1. Consistency with the Adelaide International Bird Sanctuary Management Plan;</b></li> <li><b>2. The ability to safely park horse floats in the proximity of areas allowed for exercising of horses;</b></li> <li><b>3. The health and safety of the general public, horses and handlers; and</b></li> <li><b>4. The potential impact on flora and fauna in coastal areas."</b></li> </ol>	2019/080	Forward Agenda - Late 2021. Discussion paper under preparation to be presented to members regarding horses and the coast.	Development and Community
25-Mar-19	12.2	Infrastructure and Environment Committee Meeting - 13 March 2019	<b>"that Council endorses resolution 2019/020 of the Infrastructure and Environment Committee, and in doing so instructs the Chief Executive Officer to have particular regard to the financial impact of relevant design specifications, in assessing Eden and Liberty development applications, until a policy is adopted."</b>	2019/119	A framework will be developed through the IAMP review	Infrastructure and Environment
25-Mar-19	18.2	Motion on Notice - APC Services	<b>"that the Chief Executive Officer initiate a review of services administered by Adelaide Plains Council to identify any areas of cost efficiency and or new processes not covered by the organisational review."</b>	2019/129	Preliminary service review has been incorporated into scope of works for Review of Office Accommodation	Governance and Executive Office
23-Sep-19	14.9	Two Wells Scout Group Relocation	<p><b>"that Council, having considered Item 14.9 – Two Wells Scout Group Relocation, dated 23 September 2019, receives and notes the report and in doing so, authorises the Chief Executive Officer to:-</b></p> <ol style="list-style-type: none"> <li><b>1. Undertake engagement with relevant stakeholders including but not limited to Two Wells Bowling Club, Two Wells Tennis Club, Two Wells Football and Netball Club;</b></li> <li><b>2. Formally request of the Two Wells Scout Group that Council be provided with the following information:-</b> <ol style="list-style-type: none"> <li><b>a. Proposed facility concept plan;</b></li> <li><b>b. Development Assessment Application;</b></li> </ol> </li> <li><b>3. To bring back a further report at the appropriate juncture."</b></li> </ol>	2019/389	Ongoing. Council is working with the Two Wells Scouts Group in relation to obtaining the necessary information prior to engaging with stakeholders including meeting with Scouts SA	Governance and Executive Office/ Infrastructure and Environment
28-Oct-19	14.5	Horse Management In Coastal Areas	<b>"that Council having considered Item 14.5 – Horse Management in Coastal Areas, dated 28 October 2019, instructs the Chief Executive Officer to investigate with the Department of Environment and Water and Natural Resources Management and Department of Planning, Transport and Infrastructure, and introduce appropriate signage to promote Parham as an area suitable for well managed and environmentally sensitive horse float parking and horse riding, subject to a horse float parking area being approved at Section 631 The Esplanade, Parham, CR:6202/438."</b>	2019/457	Ongoing. Application has been made to DEW for access to land. Most recent update provided at Ordinary Meeting on 23 November 2020	Development and Community
16-Dec-19	19.1	Motion Without Notice	<b>"that Members instruct the Chief Executive Officer to provide a letter of support to Port Parham Sports and Social Club in relation to their application to remove the restriction on the newly issued Liquor Licence which restricts liquor sales for consumption of the licenced premises to members only."</b>	2019/529	Rescinded	Governance and Executive Office

24-Feb-20	14.7	Two Wells District Tennis Club Lease Request	<p>“that Council, having considered Item 14.7 – Two Wells District Tennis Club Lease Request, dated 24 February 2020, receives and notes the report and in doing so:</p> <p>1. Authorises the Chief Executive to seek the assistance of Norman Waterhouse Lawyers and to negotiate and finalise the Lease Agreement between Council and the Two Wells District Tennis Club Inc for the lease of a portion of land within Crown Reserve 5753, Folios 647, adjacent to the Two Wells Netball Club on Old Port Wakefield Road, Two Wells</p> <p>2. Authorises, pursuant to section 44 of the Local Government Act 1999, the Mayor and Chief Executive Officer to execute the lease agreement between the Adelaide Plains Council and the Two Wells District Tennis Club and</p> <p>3. In accordance with section 166(1)(j) of the Local Government Act 1999, Council, being satisfied that the whole of a portion of land within Crown Reserve 5753, Folios 647, adjacent to the Two Wells Netball Club on Old Port Wakefield Road, Two Wells, is being used by an organisation which, in the opinion of Council, provides a benefit or service to the local community, grants a discretionary rebate of 100% of the rates imposed, effective from the 2020/21 rating year.”</p>	2020/055	Ongoing. Tennis Club has executed the lease. APC Mayor and CEO to execute upon receipt of Ministerial consent	Governance and Executive Office/ Infrastructure and Environment
23-Nov-20	14.6	Mallala Resource Recovery Centre - Twelve Month Closure Review	<p>“that Council, having considered Item 14.6 – Mallala Resource Recovery Centre – Twelve Month Closure Review, dated 23 November 2020, instructs the Chief Executive Officer to bring back a report to Council exploring future land use/disposal options in relation to the former Mallala Resource Recovery Centre site.”</p>	2020/407	Forward Agenda - August - I&E Committee 2021	Infrastructure and Environment
14-Dec-20	14.6	Recommendation Review of Infrastructure and Asset Management Plan	<p>“that Council, having considered Item 14.6 – Recommendation Review of Infrastructure and Asset Management Plan, dated 14 December 2020, receives and notes the report and in doing so instructs the Chief Executive Officer to recommence work on the review of Infrastructure and Asset Management Plan post adoption of the Strategic Plan 2020-2024.”</p>	2020/447	Ongoing	Infrastructure and Environment
14-Dec-20	14.7	Third Creek Road Closure - Outcome of Public Consultation	<p>“that Council, having considered Item 14.7 – Third Creek Road Closure – Outcome of Public Consultation, dated 14 December 2020, receives and notes the report and in doing so:</p> <p>1. Acknowledges that public consultation was undertaken in relation to the proposed closure of Third Creek Road and that no submissions were received; and</p> <p>2. Instructs the Chief Executive Officer to finalise Third Creek Road closure in accordance with the Roads (Opening and Closing) Act 1991.”</p>	2020/448	Ongoing	Infrastructure and Environment
27-Jan-21	9	Motion Without Notice	<p>“that the Chief Executive Officer contact all relevant government agencies and stakeholder groups with a view of facilitating a community forum that seeks to address escalating trends associated with public nuisance/public safety throughout the Council area.”</p>	2021/002	Forward Agenda - September 2021	Development and Community
28-Jan-21	14.12	Donaldson Road - Two Wells	<p>“that Council, having considered Item 14.12 – Donaldson Road – Two Wells, dated 27 January 2021 receives and notes the report and in doing so, endorses that a portion of Donaldson Road (D112594 Lot 53 to Elizabeth Street) is renamed to Longview Road.”</p>	2021/030	Ongoing	Infrastructure and Environment
22-Feb-21	14.1	Light & Adelaide Plains Region Economic Development Authority - Regional Subsidiary Charter	<p>“that Council, having considered Item 14.1 – Light &amp; Adelaide Plains Region Economic Development Authority – Regional Subsidiary Charter, dated 22 February 2021, receives and notes the report and in doing so:</p> <p>1. Confirms its intention to establish a regional subsidiary under section 43 of the Local Government Act 1999, to be known as the Light &amp; Adelaide Plains Region Economic Development Authority (the Regional Subsidiary) and</p> <p>2. Instructs the Chief Executive Officer to, on the Council’s behalf, and following a further joint Informal Gathering between Adelaide Plains Council and Light Regional Council, apply to the relevant Minister, under Schedule 2 Part 2 of the Local Government Act 1999, in relation to the proposed establishment of the Regional Subsidiary.”</p>	2021/062	Ongoing. Awaiting response from Minister.	Governance and Executive Office
22-Feb-21	14.6	Planning Reform Update February 2021	<p>“that Council, having considered Item 14.6 – Planning Reform Update February 2021– Phase 3 Planning and Design Code Introduction , dated 22 February 2021 in consideration of 1 and 2 above, instructs the CEO to, as part of the upcoming budget process, bring back detailed reports, trends, statistics and analysis in relation to the impacts of urban growth on APC and the need to ensure resourcing is commensurate with workload impost.”</p>	2021/075	Agenda - 23 August 2021	Development and Community
23-Feb-21	21.1	Crown Land, Two Wells Update - February 2021	Confidential Item	2021/098	Ongoing	Governance and Executive Office

27-Apr-21	13.1	Motion Without Notice	<b>"that the Chief Executive Officer bring back a report on the confidentiality provisions of the confidential minutes of the Gawler River Floodplain Management Authority Board Meetings and how they can be made available to constituent councils on a confidential basis."</b>	<b>2021/152</b>	Completed	Governance and Executive Office
27-Apr-21	14.4	Mallala and District Lions Club - Mallala Oval Clubroom Proposal	<b>"that Council, having considered item 14.4 – Mallala and District Lions Club – Mallala Oval Clubroom Proposal, dated 27 April 2021, receives and notes the report and in support of the proposal instructs the Chief Executive to commence the public consultation process pursuant to Section 202 of the Local Government Act 1999 and in accordance with the Council's Public Consultation Policy, in regard to change of land use under the Community Land Management Plan and the leasing of a portion of Allotment 20 DP 95617, Mallala, known as Mallala Oval and comprised in Certificate of Title Volume 6163 Folio 218."</b>	<b>2021/164</b>	Ongoing	Infrastructure and Environment/ Governance and Executive Office
28-Jun-21	12.3	Committee Meetings	<b>"that Council endorses resolution 2021/012 of the Infrastructure and Environment Committee and in doing so instructs the Chief Executive Officer to bring back a report to Council with options to restrict vehicle access to Thompson Beach."</b>	<b>2021/223</b>	Completed	Infrastructure and Environment
28-Jun-21	12.3	Committee Meetings	<b>"that Council endorses resolution 2021/015 of the Infrastructure and Environment Committee and in doing so instructs the Chief Executive Officer to bring back a report to the Infrastructure and Environment Committee into the financial costing structure of the Mallala Community Wastewater Scheme."</b>	<b>2021/226</b>	I&E Committee Forward Agenda	Infrastructure and Environment
28-Jun-21	12.3	Committee Meetings	<b>"that Council endorses resolution 2021/016 of the Infrastructure and Environment Committee and in doing instructs the Chief Executive Officer to bring back a further report to the Infrastructure and Environment Committee in relation to a potential community waste education process."</b>	<b>2021/227</b>	I&E Committee Forward Agenda	Infrastructure and Environment
28-Jun-21	14.1	Adelaide Plains Council Representation Review - Second Submissions Report	<b>"that Council, having considered Item 14.1 – Adelaide Plains Council Representation Review – Second Submissions Report, dated 28 June 2021, receives and notes the report and in doing so:</b> <b>1. Acknowledges that public consultation was undertaken from 24 March 2021 until 26 April 2021 in relation to Council's in principle decisions for the principal member of Council to continue to be a Mayor elected by the community, wards to be abolished and the future elected body of Council comprise the Mayor and nine area councillors (the In Principle Decisions)</b> <b>2. Receives and notes the four submissions received during public consultation and presented as Attachment 1 to this Report and the Second Submissions Report prepared by C L Rowe &amp; Associates and presented as Attachment 2 to this Report</b> <b>3. Reaffirms the In Principle Decisions and</b> <b>4. Instructs the Chief Executive Officer to prepare and forward the necessary report and documentation to the Electoral Commissioner of South Australia pursuant to sections 12(11) and 12(12) of the Local Government Act 1999 in order to give effect to the Council's representation review."</b>	<b>2021/231</b>	Ongoing. Consultant preparing final report.	Governance and Executive Office
28-Jun-21	14.2	Strategic Plan 2021-2024	<b>"that Council having considered Item 14.2 – Strategic Plan 2021 -2024, dated 28 June 2021, instructs the Chief Executive Officer to facilitate an Informal Gathering in July/August 2021, to be attended also by the Chairpersons of both the Audit Committee and the Infrastructure and Environment Committee, as a means of populating projects and priorities from the Strategic Plan 2021 -2024 into the Infrastructure and Asset Management Plan and Long Term Financial Plan."</b>	<b>2021/233</b>	Ongoing. Date to be confirmed.	Governance and Executive Office
28-Jun-21	14.2	Strategic Plan 2021-2024	<b>"that Council having considered Item 14.2 – Strategic Plan 2021 -2024, dated 28 June 2021, instructs that the Long Term Financial Plan is reviewed and updated by no later than 31 December 2021, noting that by that time determinations will have been made and resolutions likely adopted in relation to a number of strategic projects which carry significant expenditure."</b>	<b>2021/234</b>	Ongoing	Governance and Executive Office
28-Jun-21	14.2	Strategic Plan 2021-2024	<b>"that Council having considered Item 14.2 – Strategic Plan 2021 -2024, dated 28 June 2021, and in doing so:</b> <b>1. Acknowledges the work of Management in the preparation of a draft Growth Strategy</b> <b>2. Notes the unparalleled and unprecedented level of growth currently on foot and forecast to continue and the inevitable impact that such growth will have on services, infrastructure, resourcing and Council's financial position.</b> <b>3. Instructs the Chief Executive Officer to bring back further reports pertaining to the preparation of a Growth Strategy ahead of adopting the Long Term Financial Plan."</b>	<b>2021/235</b>	Agenda - 23 August 2021	Governance and Executive Office

28-Jun-21	14.5	2021 Local Government Association Annual General Meeting - Proposed Items of Business	<p><b>“that Council, having considered Item 14.5 – 2021 Local Government Association Annual General Meeting – Proposed Items of Business, dated 28 June 2021 receives and notes the report and in doing so submits the following Proposed Item of Business to SAROC for approval and inclusion in the agenda of the Local Government Association Annual General Meeting to be held on 29 October 2021:</b></p> <ul style="list-style-type: none"> <li>• <b>That in the interests of securing long-overdue investment for the inner-north regarding the Northern Adelaide Irrigation Scheme, the Local Government Association calls on the State Government, the Minister for Environment and Water, SA Water and other relevant stakeholders to determine a strategy that unlocks potential investment opportunities and ensures NAIS water pricing allows for private sector take-up.”</b></li> </ul>	2021/238	Completed	Governance and Executive Office
28-Jun-21	18.1	Motion On Notice	<p><b>“that Council instructs the Chief Executive Officer to bring a report back to Council that explores opportunities surrounding uplift in building facades in the Two Wells Main Street. Such a report may examine, amongst other items:</b></p> <ul style="list-style-type: none"> <li>• similar initiatives undertaken by Wakefield Regional Council to improve the visual amenity of the Hamley Bridge Main Street</li> <li>• funding/co-funding opportunities</li> <li>• business incentive schemes</li> <li>• business engagement strategies</li> <li>• <b>Two Wells Main Street masterplanning and design.”</b></li> </ul>	2021/256	Forward Agenda - September 2021	Development and Community
28-Jun-21	18.2	Motion On Notice	<p><b>“that Council instructs the Chief Executive Officer to bring a report back to Council that explores opportunities to advance a caravan park proposal within the Dublin township, with such a report to examine, amongst other items:</b></p> <ul style="list-style-type: none"> <li>• land tenure opportunities/constraints</li> <li>• zoning opportunities/constraints</li> <li>• draft Tourism and Economic Development Strategy considerations</li> <li>• preliminary dialogue with SA Tourism, RDA and Caravan and Camping Industries Association of SA so as to understand supply/demand</li> <li>• soft market testing/EoI for the market place (process and procedure).”</li> </ul>	2021/257	Forward Agenda - September 2021	Development and Community

 <b>Adelaide Plains Council</b>	<b>15.2</b>	<b>Infrastructure and Environment Department – Monthly Report – August 2021</b>
	<b>Department:</b>  <b>Report Author:</b>	<b>Infrastructure and Environment  General Manager Infrastructure and Environment</b>
<b>Date: 23 August 2021</b>	<b>Document Ref:</b>	<b>D21/37222</b>

## **OVERVIEW**

### Purpose

The purpose of this report is to provide an update in relation to the status of the Infrastructure and Environment Department 2021-2022 Capital Works and Operating Program, for Council Members' information and monitoring.

### Background

Council has adopted a significant Capital Works Program for delivery in 2021-22 totalling just over \$5.2million, with an additional \$3.4million allocated to Local Roads and Community Infrastructure and Local Government Partnership Program projects. Management have established a project management framework for managing and monitoring projects to ensure that every effort is made to deliver the projects on time and within budget.

**Attachment 1** provides a list and status of the 2021-2022 Capital projects, and **Attachment 2** provides a list and status of the 2021-2022 Operating projects.

Additionally **Attachment 3** provides a list of Local Roads and Community Infrastructure projects, and **Attachment 4** provides a list of Local Government Partnership Program projects.

Further to this, Management provides the following update of some of the activities and projects carried out by the Infrastructure and Environment Department over the last month.

### Re-Sheeting Program

Council's re-sheeting program is in progress with Temby Road, Frost Road and Williams Road currently underway.

### Civil

The civil team is currently carrying out maintenance activities such as patrol grading of sheeted roads, stormwater drain cleaning and sealed road maintenance. The Coats Road construct and sealing project is currently underway.

Council's portion of Carslake Road upgrade is completed. DIT intends on closing access to Carslake Road for a period of 2 months while works are carried out on Carslake Road/Port Wakefield Road intersection upgrade. DIT will implement and maintain alternative routes detours for this period and is presented as **Attached 5** to this report.

### Horticulture

The horticulture team is currently carrying out vegetation clearance along program re-sheeting roads, revegetation within reserves and also carrying out routine maintenance activities within parks, gardens and oval precincts.

Additionally, the 2021-2022 slashing program will commence in September and is presented as **Attached 6** to this report. Slashing service levels are;

- Lewiston - Slashing of all verges in front of homes
- Council Reserves - Slashing of fire breaks
- Seal/Unsealed Roads - Slashing of intersection

### **RECOMMENDATION**

***“that Council, having considered Item 15.2 – Infrastructure and Environment Department – Monthly Report – August 2021, dated 23 August 2021 receives and notes the report.”***

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### **Attachments**

1. Capital Project Progress Report 2021-2022 – August 2021
2. Operating Project Progress Report 2021-2022 – August 2021
3. Local Roads and Community Infrastructure 2021-2022 – August 2021
4. Local Government Partnership Program 2021-2022 – August 2021
5. Carslake Road Closure
6. 2021-2022 Slashing Program



## **References**

### Legislation

*Local Government Act 1999*

### Council Policies/Plans

*Annual Business Plan*

*Procurement Policy*

*Infrastructure and Asset Management Plan*

*Long Term Financial Plan*

**CAPITAL PROJECT PROGRESS REPORT 2021-2022 - AUGUST 2021**

Budget No	Project Name	Adopted Budget	Carried Forward from 20/21	Total Budget	YTD Actual Spend	Available to Spend	Project Commenced (Y/N)	Estimated Project Start Date	Estimated Project Completion Date	Project Completed (Y/N)	Percentage of Completion
72817	Street Scape - Elizabeth Street - William Street to Donaldson Road	30,619		30,619		30,619	No	Aug-21	Feb-22	No	0%
72818	Street Scape - Donaldson Road - Elizabeth Street to Wilson Road	57,876		57,876		57,876	No	Aug-21	Feb-22	No	0%
72819	Street Scape - Second Street - Dublin - Sixth Street to Seventh Street	28,204		28,204		28,204	No	Aug-21	Feb-22	No	0%
72820	Street Scape - Mary Street - Chivell Street to Elizabeth Street	23,702		23,702		23,702	No	Aug-21	Feb-22	No	0%
72821	Street Scape - Elizabeth Street - Mallala - Joseph Street to Mary Street	41,141		41,141		41,141	No	Aug-21	Feb-22	No	0%
72822	Street Scape - Joseph Street - Chivell Street to Elizabeth Street	22,356		22,356		22,356	No	Aug-21	Feb-22	No	0%
72823	Street Scape - Butler Street - Irish Street to End of Seal	88,493		88,493		88,493	No	Aug-21	Feb-22	No	0%
74015	Pram Ramp renewal to DDA compliant	10,000		10,000		10,000	No	Dec-21	Jun-22	No	0%
72813	Sealed Roads - Intersection Upgrade - Hill Street - Dublin Road to Balaklava Road	100,000		100,000		100,000	No	Nov-21	Mar-22	No	0%
72814	Sealed Roads - Germantown Road - Gawler Road to Temby Road	110,000		110,000		110,000	No	Nov-21	Mar-22	No	0%
72815	Sealed Roads - Dawkins Road - Judd Road to Boundary Road	165,000		165,000		165,000	No	Nov-21	Mar-22	No	0%
72816	Sealed Roads - Hayman Road - Williams Road to Boundary Road	485,000		485,000		485,000	No	Nov-21	Mar-22	No	0%
72824	Resheet - Artesian Road West - Fertile Avenue to Buckland Park	21,384		21,384		21,384	No	Sep-21	Sep-21	No	0%
72825	Resheet - Boundary Road - Bache Road to Redbanks Road	68,957		68,957		68,957	No	Apr-22	May-22	No	0%
72826	Resheet - Bubner Road - Port Parham Road to Ruskin Road	46,561		46,561		46,561	No	Mar-22	Apr-22	No	0%
72827	Resheet - Cowan Road - Buckland Park Road to Halstead Road West	22,205		22,205		22,205	No	Oct-21	Oct-21	No	0%
72828	Resheet - Davies Road - Fidge Road to Collins Road	34,277		34,277		34,277	No	Nov-21	Nov-21	No	0%
72829	Resheet - Day Road - Hall Road to Gregor Road and Matters Road to Verner Road	67,108		67,108		67,108	No	Oct-21	Oct-21	No	0%
72830	Resheet - Frost Road North - Gawler Road to Sharpe Road	81,568		81,568		81,568	No	Aug-21	Sep-21	No	50%
72831	Resheet - Griggs Road - Port Gawler Road to Shellgrit Road	10,020		10,020		10,020	No	Oct-21	Oct-21	No	0%
72832	Resheet - Halstead Road West - Buckland Park Road to End	30,386		30,386		30,386	No	Oct-21	Oct-21	No	0%
72833	Resheet - Hunters Road - Port Wakefield Road to Shannon Road	71,136		71,136		71,136	No	Aug-21	Sep-21	No	0%
72834	Resheet - Johnson Road - Calomba Road to Shannon Road	90,172		90,172		90,172	No	Feb-22	Mar-22	No	0%
72835	Resheet - Navvy Hill Road - Porter Road to Church Road	47,024		47,024		47,024	No	Nov-21	Dec-21	No	0%
72836	Resheet - Owen Road - Farrelly Road to March Road	185,387		185,387		185,387	No	Dec-21	Dec-21	No	0%
72837	Resheet - Pritchard Road - Windsor - Long Plains Road to Avon Road	63,496		63,496		63,496	No	Jan-22	Jan-22	No	0%
72838	Resheet - School Road - Rowe to Church Road	21,350		21,350		21,350	No	Jan-22	Jan-22	No	0%
72839	Resheet - Shannon Road - Hunters Road to Carslake Road	98,234		98,234		98,234	No	Feb-22	Feb-22	No	0%
72840	Resheet - Temby Road - Williams Road to Hall Road	70,818		70,818		70,818	Yes	Aug-21	Aug-21	No	80%
72841	Resheet - Verner Road - Paddys Bridge Road to Tembys Road and Germantown to Hall Road	58,573		58,573		58,573	No	May-22	Jun-22	No	0%
72842	Resheet - Wasleys Road - End Bridge to Pritchard Road	20,093		20,093		20,093	No	Nov-21	Nov-21	No	0%
72843	Resheet - Welivere Road - Long Plains Road to House	20,052		20,052		20,052	No	Apr-22	Apr-22	No	0%
72844	Resheet - Williams Road - Kenner Road to Simpkin Road	34,210		34,210		34,210	Yes	Sep-21	Sep-21	No	15%
72845	Resheet - Windsor Road - Port Wakefield Road to Carter Road	31,989		31,989		31,989	No	Jan-22	Jan-22	No	0%
72846	Two Wells Oval - Irrigation system	95,000		95,000		95,000	No	Mar-22	Jun-22	No	0%
72847	Parham Playground - Shade shelter, New element & Mallala Playground - New element	90,000		90,000		90,000	No	Dec-21	Jun-22	No	0%
72848	Two Wells Oval Entrance - Paths, landscaping, furniture.	70,000		70,000		70,000	No	Oct-21	Dec-21	No	0%
72849	Dublin Lions Park - Paths, landscaping, furniture.	70,000		70,000		70,000	No	Mar-22	May-22	No	0%
72850	Lewiston Reserve - Fencing	10,000		10,000		10,000	No	Aug-21	Sep-21	No	0%
72851	Various locations - Reserve and Street furniture	15,000		15,000		15,000	No	Oct-21	Dec-21	No	0%
72852	Various locations - Signage - wayfinding and information	35,000		35,000		35,000	No	Nov-21	Jun-22	No	0%
72853	Parham Short Stay Facility Upgrade	200,000		200,000		200,000	No			No	0%
72854	Dublin Institute/ Hall - Toilets	80,000		80,000		80,000	No	Dec-21	Jun-22	No	0%
80064	Two Wells Levee	2,015,000		2,015,000		2,015,000	No	Jul-21	Jun-22	No	0%
72854	Plants and Equipment Program	822,000		822,000		822,000	No	Jul-21	Jun-22	No	0%

72746	New Public Toilet at the Village Green, Two Wells		166,482	166,482		166,482	No	Jul-21	Oct-21	No	0%
72776	Two Wells Village Green		253,000	253,000		253,000	No	Jul-21	Oct-21	No	0%
72782	Sealing of Dawkins Road/Bethesda Road Intersection		70,000	70,000		70,000	No	Jul-21	Jun-22	No	0%
72802	Dublin Lions Park - Toilet Block Renewal		127,997	127,997		127,997	No	Jul-21	Oct-21	No	0%
72810	Sealing of Wheller Road		141,000	141,000		141,000	No	Aug-21	Dec-21	No	0%
		5,859,390	758,479	6,617,869	-	6,617,869					

**OPERATING PROJECT PROGRESS REPORT 2021-2022 - AUGUST 2021**

Budget No	Project Name	Adopted Budget	Carried Forward from 20/21	Total Budget	YTD Actual Spend	Available to Spend	Project Commenced (Y/N)	Estimated Project Start Date	Estimated Project Completion Date	Project Completed (Y/N)	Percentage of Completion
80020	Installation of single lane roundabout	-	500,000	500,000		500,000	No	Jul-21	Jun-22	No	0%
80011	Two Wells Main Street Upgrade – Detailed design work	-	52,573	52,573		52,573	No	Jul-21	Jun-22	No	0%
80022	Relocation - TW Trotting Club	-	28,234	28,234		28,234	Yes	Jul-21	Dec-21	No	30%
80064	Two Wells Resource Recovery Centre - Bin Retaining Wall/Container for Mattresses	-	27,511	27,511		27,511	Yes	Jul-21	Sep-21	No	80%
			608,318	608,318	-	608,318					

**LOCAL ROAD AND COMMUNITY INFRASTRUCTURE PROGRAM - ROUND 1 (30 JUNE 2021)**

Budget No	Project Name	Total Budget	YTD Actual Spend	Available to Spend	Project Commenced (Y/N)	Estimated Project Start Date	Estimated Project Completion Date	Project Completed (Y/N)	Percentage of Completion
72803	RV dump point Two Wells	5,000	-	5,000	Yes	Jun-21	Jun-21	Yes	100%
72803	Mallala Museum – cleaning, upstairs painting and floor coverings	38,000	30,479.80	7,520	Yes	Feb-21	Feb-21	Yes	100%
72803	Clara Harniman Reserve – external fencing	8,060.00	8,060.00	-	Yes	Feb-21	Feb-21	Yes	100%
72803	Parham Campgrounds Toilet Facility	110,459	-	110,459	Yes	Jun-21	Oct-21	No	15%
72803	Mallala Museum - Upstairs air conditioning	11,940	-	11,940	Yes	Jun-21	Sep-21	No	0%
72803	Clara Harniman Reserve - water and power connection to APEC	10,000	-	10,000	Yes	Feb-21	Feb-21	Yes	100%
72803	Lewiston Reserve – Half Court Basketball and site improvements	22,000	-	22,000	Yes	May-21	May-21	Yes	100%
72803	Two Wells Oval – Toilet Block	140,000	-	140,000	Yes	Jun-21	Oct-21	No	15%
		345,459	38,540	306,919					

**LOCAL ROAD AND COMMUNITY INFRASTRUCTURE PROGRAM - ROUND 2 (31 DECEMBER 2021)**

Budget No	Project Name	Total Budget	YTD Actual Spend	Available to Spend	Project Commenced (Y/N)	Estimated Project Start Date	Estimated Project Completion Date	Project Completed (Y/N)	Percentage of Completion
72805	Coats Road - Construct and Seal	376,000	-	376,000	Yes	Aug-21	Dec-21	No	0%
72812	Middle Beach - New shelter, Barbeque, seating and site improvements	94,489	-	94,489	No	Oct-21	Dec-21	No	0%
		470,489		470,489					

**LOCAL ROAD AND COMMUNITY INFRASTRUCTURE PROGRAM - ROUND 3 (30 June 2023)**

Budget No	Project Name	Total Budget	YTD Actual Spend	Available to Spend	Project Commenced (Y/N)	Estimated Project Start Date	Estimated Project Completion Date	Project Completed (Y/N)	Percentage of Completion
									0%
									0%
		690,000	-						

**LOCAL GOVERNMENT INFRASTRUCTURE PARTNERSHIP PROGRAM (31 DECEMBER 2023)**

Budget No	Project Name	Total Budget	YTD Actual Spend	Available to Spend	Project Commenced (Y/N)	Estimated Project Start Date	Estimated Project Completion Date	Project Completed (Y/N)	Percentage of Completion
72806	Aerodrome Road (Hall Street to Farrelly Road)	650,000	-	650,000	No	Jan-22	Mar-22	No	0%
72807	Barabba Road (Redbanks Road to Mallala Road)	1,020,000	-	1,020,000	No	Sep-21	Nov-21	No	0%
72808	Cheek Road (Redbanks Road to Wasleys Road)	620,000	-	620,000	No	Aug-21	Sep-21	No	0%
72809	Middle Beach Road (End of Seal to Start of Seal)	2,390,000	-	2,390,000	No	Feb-22	Nov-22	No	0%
		<u>4,680,000</u>	<u>-</u>	<u>4,680,000</u>					



## Dublin Saleyard Access Upgrade Project

### Carslake Road changed traffic arrangements

The Dublin Saleyard Access Upgrade Project is jointly funded by the Australian and the South Australian governments (80:20) and is being delivered by the Department for Infrastructure and Transport, through the Port Wakefield to Port Augusta (PW2PA) Alliance and Adelaide Plains Council.

The project will upgrade the Port Wakefield Highway junction with Carslake Road, widen Carslake Road (for a distance of approximately 2.2km) between Port Wakefield Highway and the South Australian Livestock Exchange and include an entrance upgrade. It will also facilitate future provision for 53.5m long triple road trains from Port Wakefield Highway to Dublin Saleyard and improve safety at the junction with Carslake Road.

As part of the project, the PW2PA Alliance advises that changed traffic arrangements on Carslake Road and Port Wakefield Highway will be in place to facilitate construction of the new junction at Carslake Road and Port Wakefield Highway (**see map overleaf**).

#### Timing

Changed traffic arrangements will come into effect in **late August, 2021, for approximately 2 months**. These works are weather dependant and may need to be rescheduled.

#### What to expect

The junction of Carslake Road with Port Wakefield Highway will be temporarily closed. Access to residential and business properties will be maintained at all times via detour.

Electronic signage will be in place to advise motorists, in advance, of the temporary road closure and available detour route via Carslake Road, Shannon Road and Dublin Road (**see blue arrow on map overleaf**).

Additionally, heavy vehicles wanting to travel northbound on Port Wakefield Highway from Dublin Road will be required to turn left onto Port Wakefield Road and detour via Old Port Wakefield Road (**see orange arrow on map overleaf**).

Please plan ahead, allow extra travel time and take extra care when workers are on site. Observe speed limits, lane restrictions and traffic controllers when travelling through the area.

Stay up-to-date with the project via the SitePodium app. The app is available at no cost for downloading from the App Store or Google Play to your smart phone or tablet.

If you have any questions or would like to speak to a member of the project team, please call 1300 161 407, email [enquiries@pw2pa.com.au](mailto:enquiries@pw2pa.com.au) or visit [www.pw2pa.com.au](http://www.pw2pa.com.au).

The PW2PA Alliance appreciates your co-operation and patience while these important works are undertaken.

Kind regards,

**Community Engagement and Stakeholder Team**  
**PW2PA Alliance**

#### CONTACT



1300 161 407



[enquiries@pw2pa.com.au](mailto:enquiries@pw2pa.com.au)



[www.pw2pa.com.au](http://www.pw2pa.com.au)



Australian Government

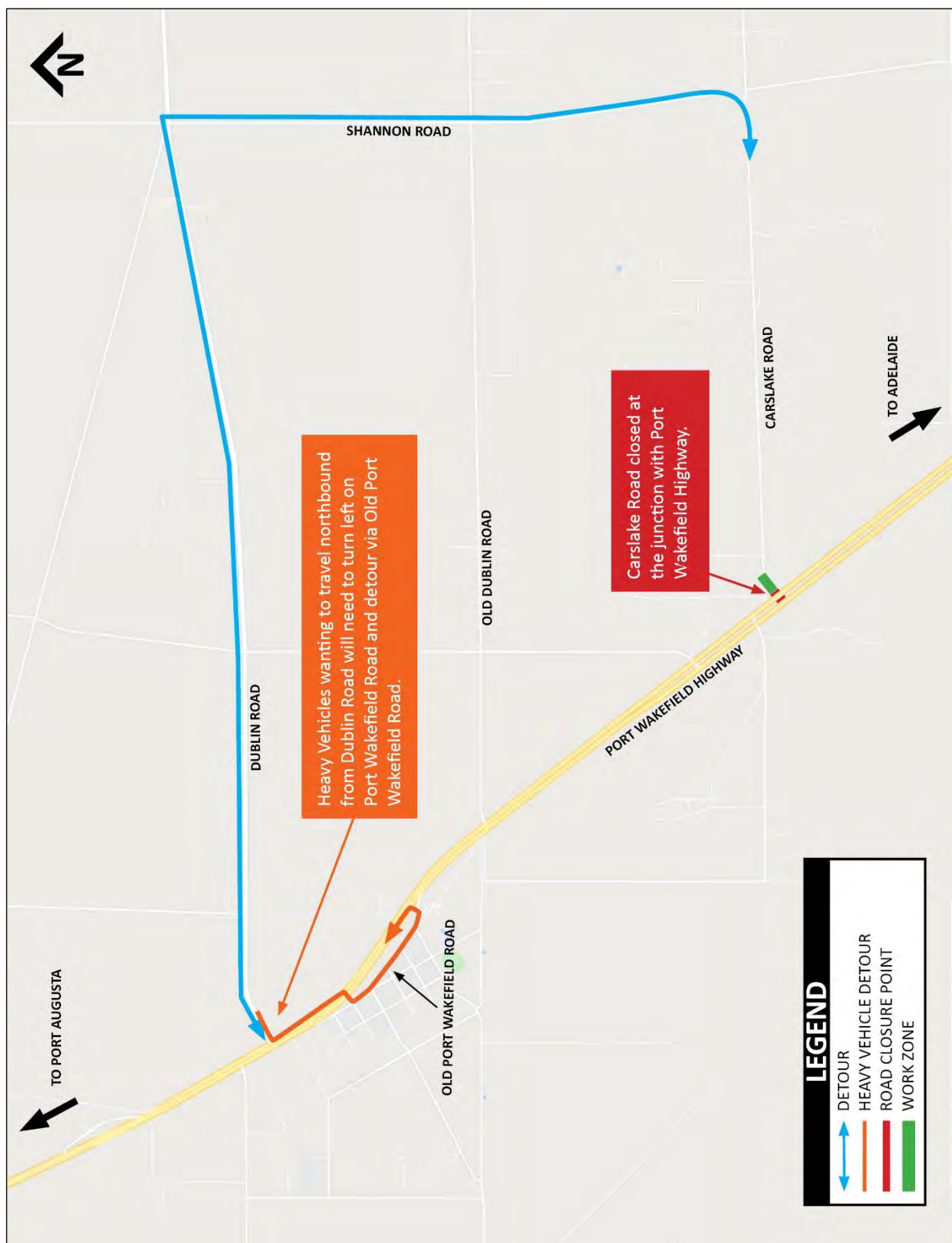
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# FIRE PREVENTION SLASHING SCHEDULE 2021

PROGRAM	APC SLASHING SCHEDULE	<b>Note:</b> Seasonal conditions will affect the times set out in this schedule and are approximate only. Some areas will require repeat slashing as indicated in yellow.
CONTACT	ADELAIDE PLAINS COUNCIL 8527 0200	

TOWNSHIP/AREA	STARTING	ENDING	TOWNSHIP/AREA	STARTING	ENDING
LEWISTON	13/09/2021	1/10/2021	RESERVES	1/11/2021	22/11/2021
TWO WELLS & BUCKLAND PARK	4/10/2021	7/10/2021	RURAL INTERSECTION	23/11/2021	9/12/2021
COASTAL TOWNS	8/10/2021	15/10/2021	REPEAT SLASHING	10/12/2021	17/12/2021
DUBLIN & WINDSOR	18/10/2021	19/10/2021			
WILD HORSE & LONG PLAINS	20/10/2021	21/10/2021			
BARABBA	22/10/2021	22/10/2021			
MALLALA & REDBANKS	25/10/2021	26/10/2021			

SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2		1	2	3	4	5	6				1	2	3	4
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31	
							31																				

 <b>Adelaide Plains Council</b>	<b>15.3</b>	<b>Adelaide Plains Growth Discussion Paper</b>	
	<b>Department:</b>	<b>Development and Community</b>	
	<b>Report Author:</b>	<b>Strategic Projects Officer</b>	
<b>Date: 23 August 2021</b>	<b>Document Ref:</b>	<b>D21/34948</b>	

### **EXECUTIVE SUMMARY**

- Adelaide Plains population is likely to grow from 9,441 in 2021 to 18 – 19,000 by 2041.
- Two Wells is forecast to grow to around 12,500 in 2041.
- For urban growth to be liveable and affordable, planning for physical and social infrastructure needs a coordinated approach.
- The Growth Discussion Paper identifies questions around:
  - Planning for the volume of urban growth within Adelaide Plains Council over the next 20 years
  - What social infrastructure does a growing Two Wells need?
  - How does growth impact Council’s direct role in libraries, recreation, sport, parks and culture?
  - How does growth impact the viability of public transport at Two Wells?
  - What transport network might best serve a growing horticultural area and Two Wells township?
- To address emerging gaps, further investigations and discussions are needed to prepare a more detailed growth planning strategy and action plan.
- Such a strategy and plan would allow Council to be proactive around identifying needed measures and infrastructure, and advocating in a coordinated way to other spheres of government and infrastructure providers.

### **RECOMMENDATION**

**“that Council, having considered Item 15.3 – *Adelaide Plains Growth Discussion Paper*, dated 23 August 2021, receives and notes the report.”**

### **BUDGET IMPACT**

Estimated Cost:	Growth Strategy & Action Plan will be prepared using internal staff resources
Future ongoing operating costs:	Nil
Is this Budgeted?	Yes

### **RISK ASSESSMENT**

Nil

---

### **Attachments**

1. APC Growth Discussion Paper

## **DETAILED REPORT**

### **Purpose**

The purpose of this report is to present to Council a Growth Discussion Paper prepared by Council staff as an initial document to consider issues associated with urban growth that is both occurring, and will occur, in Adelaide Plains Council (APC) in coming years.

### **Background/History**

In 2013, the Two Wells Residential Development Plan Amendment was gazetted by the Minister for Planning with an intention to provide zoned land for residential and associated growth.

At the time, The Planning Minister stated *"This DPA will allow for the provision of up to 3,400 new dwellings and up to 9,700 more residents living in Two Wells over the next 20-30 years. The future needs of the community will be catered for with a new local centre, provision for a school, improved flood protection and an environmentally friendly design."*

While the growth in and around Two Wells is well underway, much of the infrastructure (physical and social) is not in place and while the land was rezoned by the State, responsibly for the planning for urban growth and implementation will mostly fall on Council.

In order for the proposed urban growth to occur in an orderly manner and for appropriate infrastructure (physical and social) and services to be in place, a plan for delivery will assist to provide for growth and community services in a co-ordinated manner.

### **Discussion**

The key component of this urban growth is residential growth in and around Two Wells and the discussion paper begins to touch on the issues that this will present to Council, along with the additional demands associated with this residential growth e.g. employment and services. It also considers the opportunities this growth presents to Council and the community.

The discussion paper includes summary information about economic growth recognising the relationship between residential and economic growth. The paper also provides an overview of recent and forecast long term growth influencing Adelaide Plains and draws observations about the challenges to be planned for.

This paper is a brief summary of the key opportunities and constraints relating to the further growth within APC and will inform staff and Councillors of issue to consider as urban growth continues.

Following the consideration of the discussion paper further investigations will be undertaken and it is likely that an Urban Growth Strategy and Urban Growth Action Plan will be developed to further explore growth issues within Adelaide Plains.

## Conclusion

As Adelaide Plains continues to experience substantial urban growth, over the next 20 years and beyond, the alignment of growth with community services and infrastructure will be critical. The Growth Discussion paper is an initial attempt to outline some of the key issues that Council and its community will need to deal with in coming years and additional work will support the development of an Adelaide Plains Growth Strategy.

---

## References

### Legislation

*Planning, Development and Infrastructure Act 2016*

### Council Policies/Plans

*Council Policy Title*

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## Purpose

This discussion paper is focussed on urban growth (what can be called 'planned urban growth') that is both occurring, and will occur, in Adelaide Plains Council in coming years.

The key component of this urban growth to date is residential growth in and around Two Wells. The discussion paper has begun to address the issues that this growth will present to Council, along with the additional demands associated with this residential growth e.g. employment and services, and the opportunities this presents to Council and the community.

This paper includes summary information about economic growth recognising the relationship between residential and economic growth. This paper also provides an overview of recent and forecast long term growth influencing Adelaide Plains and draws observations about the challenges to be planned for.

This paper is a brief summary of the key opportunities and constraints relating to the further growth within APC and will inform staff and Councillors of issue to consider as urban growth continues.

Following the consideration of this 'discussion paper' further investigations will be required and it is likely that an Urban Growth Strategy and Action Plan will be developed to further explore urban growth issues within Adelaide Plains.

Adelaide Plains Council is a vibrant community located about 45 kilometres north of the Adelaide CBD. With large areas of rural and horticultural land, Adelaide Plains Council also has a large tidal coastal region (47 kilometres of coast) facing the Gulf of St Vincent, a number of vibrant and historic townships and settlements and a rapidly growing urban areas in and around Lewiston and Two Wells.

Covering an area of 935 square Kilometres and containing both the Light River and Gawler River, along with almost 6000 rateable properties the Adelaide Plains Council provides a diverse economic base with a strong community focus. It is a place where people can choose to live and work locally, with quality services, facilities and open space that support community wellbeing and resilience. Adelaide Plains Council promotes the growth of tourism and encourages is a place that provides local opportunities.

Council acknowledges that we are on the traditional country of the Kaurna people of the Adelaide Plains and pays respect to elders past, present and emerging. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kaurna people living today.

## **OBSERVATIONS**

### **Economic Growth is Bringing Change**

1. Agriculture is changing, with greater value adding on farm and in commercial operations.
2. Horticultural growth is supported in the southern part of Adelaide Plains around Two Wells, noting current water challenges
3. Land for animal husbandry is being impacted by urban growth, bringing change in Lewiston.
4. Tourism experiences are centred around key attractors, notably the Adelaide International Bird Sanctuary and Mallala Motor Sport Park

### **Urban Growth is rapidly changing Adelaide Plains**

5. Urban growth is impacting Two Wells, Adelaide Plains and northern Adelaide.
6. Demand at Two Wells is being driven by available and serviced land, government stimulus, the northern connector, and opening of new facilities such as Xavier College.
7. Two Wells is forecast to grow to around 12,500 in 2041. This is 7% per annum. By comparison, Mount Barker has grown at 4.25% per annum
8. Planned urban growth is yet to be taken up at Mallala.
9. Adelaide Plains population is likely to grow from 9,441 in 2021 to 18 – 19,000 by 2041 (20 years)

### **Options for Future Planned Urban Growth**

10. Council decisions of 2019 support investigations for further planned urban growth at Two Wells and Dublin.

### **Council's Role in Growth**

11. As a service and infrastructure organisation, Council needs a coordinated approach to managing and facilitating growth that leads to liveable and economic towns and districts. Council's work around hazards is ongoing.
12. A strategic growth perspective informs operational and service decisions, including how Council works with other spheres of government, other councils and the development sector.

### **Ongoing Investigations and Planning Is Needed**

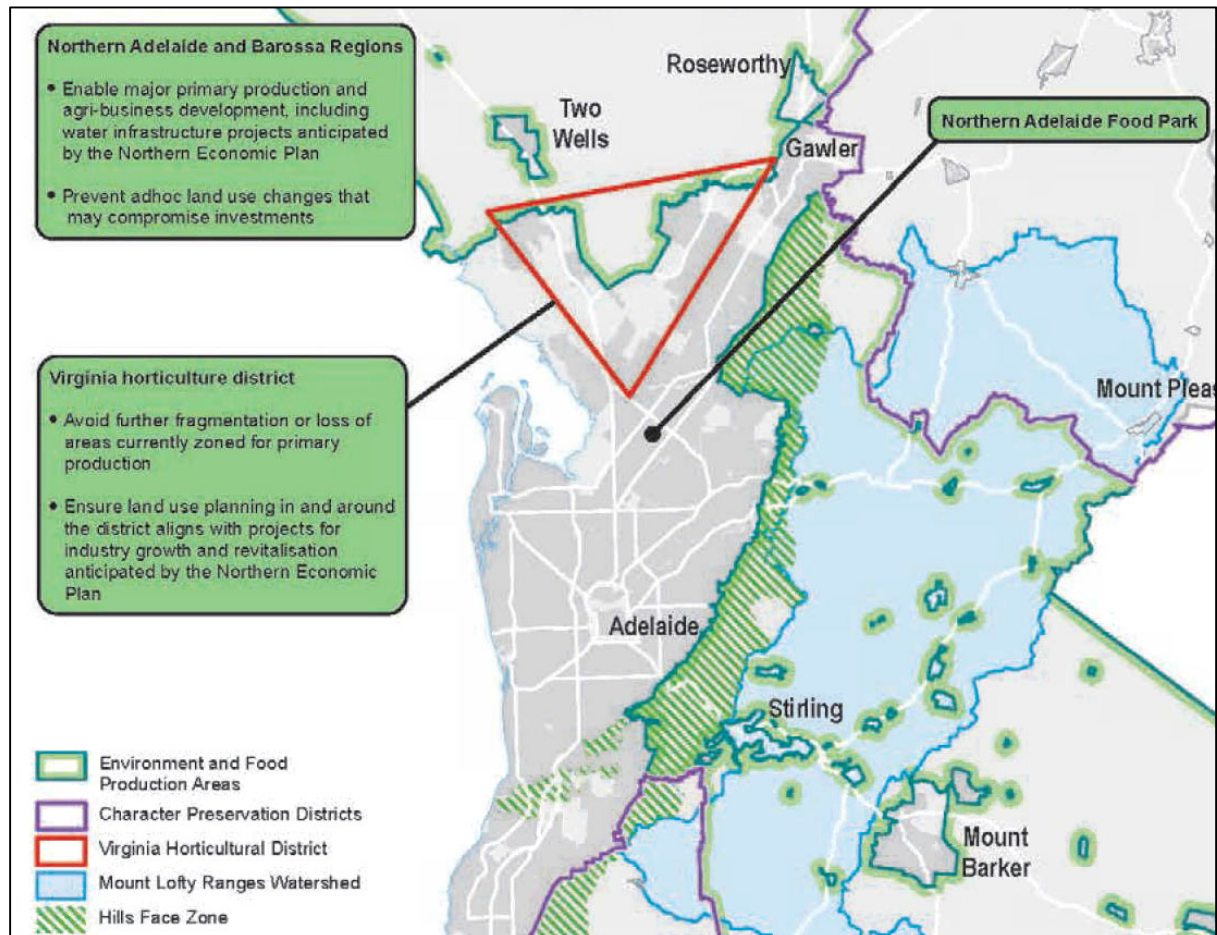
13. We have inadequate understanding about what demographics are forecast to move into Two Wells e.g. while total numbers can be estimated, population structure, age and composition still requires further investigation
14. What social infrastructure does a growing Two Wells need? How does growth impact Council's direct role in libraries, recreation, sport, parks and culture? How does growth impact the viability of public transport at Two Wells? What transport network might best serve a growing horticultural area and Two Wells township?
15. Investigations and discussions are needed to address these emerging gaps and further plans for the urban growth that is already underway and will continue over the next 20 years.



### 30 Year Plan for Greater Adelaide

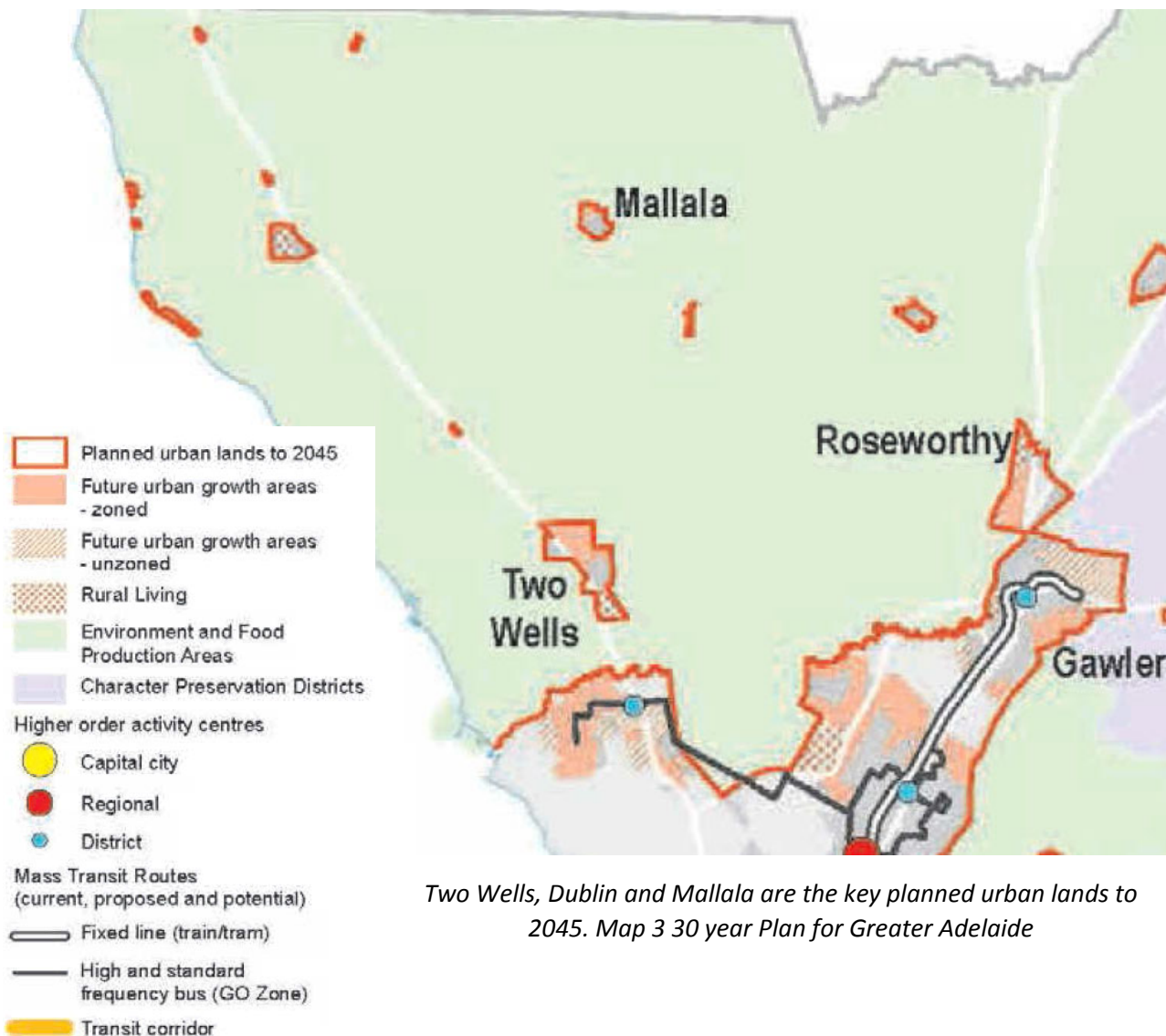
The 30 Year Plan for Greater Adelaide plans a region that is liveable, economically competitive, sustainable and responsive to climate change.

Aside from towns and settlements, all of Adelaide Plains is within the Environment and Food Production Area, with the Two Wells and Lewiston area part of the Virginia Horticulture District.



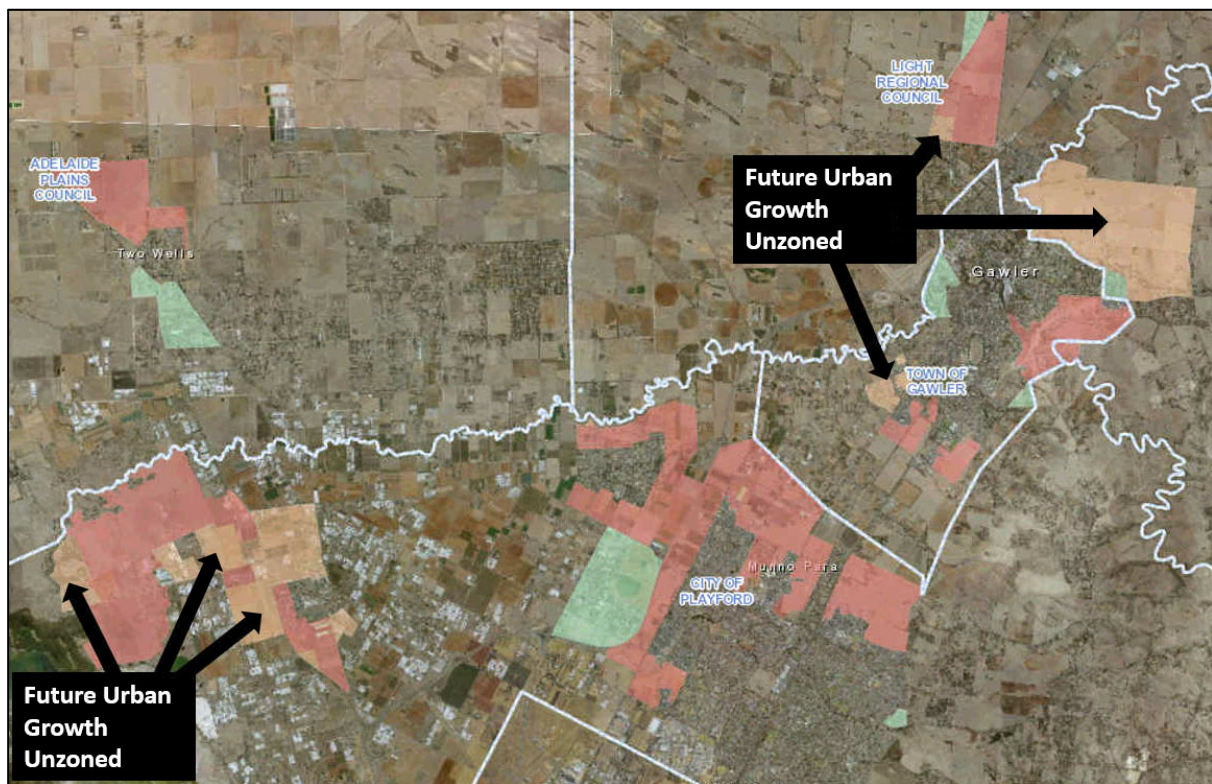
*Two Wells/Lewiston is part of the Environment and Food Production Area and the Virginia Horticulture District. Map 3 30 year Plan for Greater Adelaide*

The 30 Year Plan identifies planned urban lands to 2045. This includes land already zoned and land to be zoned at some point in the future.



These extracts from the 30 Year Plan for Greater Adelaide demonstrate the significant areas of growth proposed within the Northern Adelaide Plains, including Adelaide Plains Council. Planned and future urban growth areas will require associated physical and social infrastructure to cater for the incoming population to this region.

Significant land areas are flagged for future urban growth but are yet to be released for that purpose by being rezoned. This includes land in Virginia east of the new Riverlea as well as east of Gawler.



*Significant Areas are planned but yet to be rezoned For Future Urban Growth Around Virginia and Gawler*



## Residential Zoned Supply

### *Two Wells New Estates*

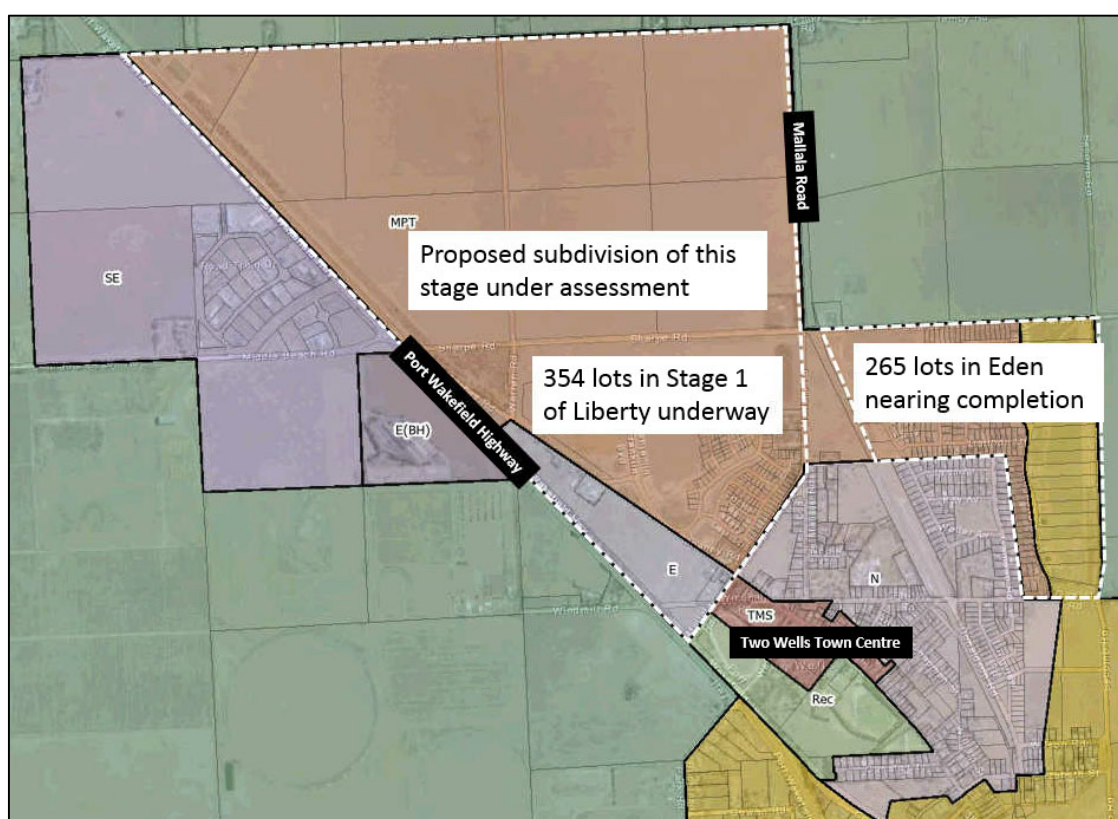
In 2013, the Two Wells Residential Development Plan Amendment was gazetted.

At the time, The Planning Minister stated "This DPA will allow for the provision of up to 3,400 new dwellings and up to 9,700 more residents living in Two Wells over the next 20-30 years."

"The Two Wells township expansion is a \$1.225 billion project creating more than 3,000 regional jobs during the next 20 years, including more than 450 jobs annually in the construction industry.

"The future needs of the community will be catered for with a new local centre, provision for a school, improved flood protection and an environmentally friendly design.

"It will also incorporate a community waste water treatment plant that will service the proposed development and internal buffers to protect existing land uses"



*New subdivisions are planned to enable around 3,400 new dwellings over the next 10 – 20 years*

The Hickinbotham Group have progressed the Eden land division. The 265 lots are mostly developed. The Liberty Estate envisages some 3,500 lots. Stage 1 is under development and Stage 2 is proposed.

Once completed, the two land divisions are planned to increase Two Wells population from 2555 in 2016<sup>1</sup> to 11,500 – 12,000. Provided economic and market conditions continue favourably to support take up of lots, the development could be completed in nine to ten years from now.

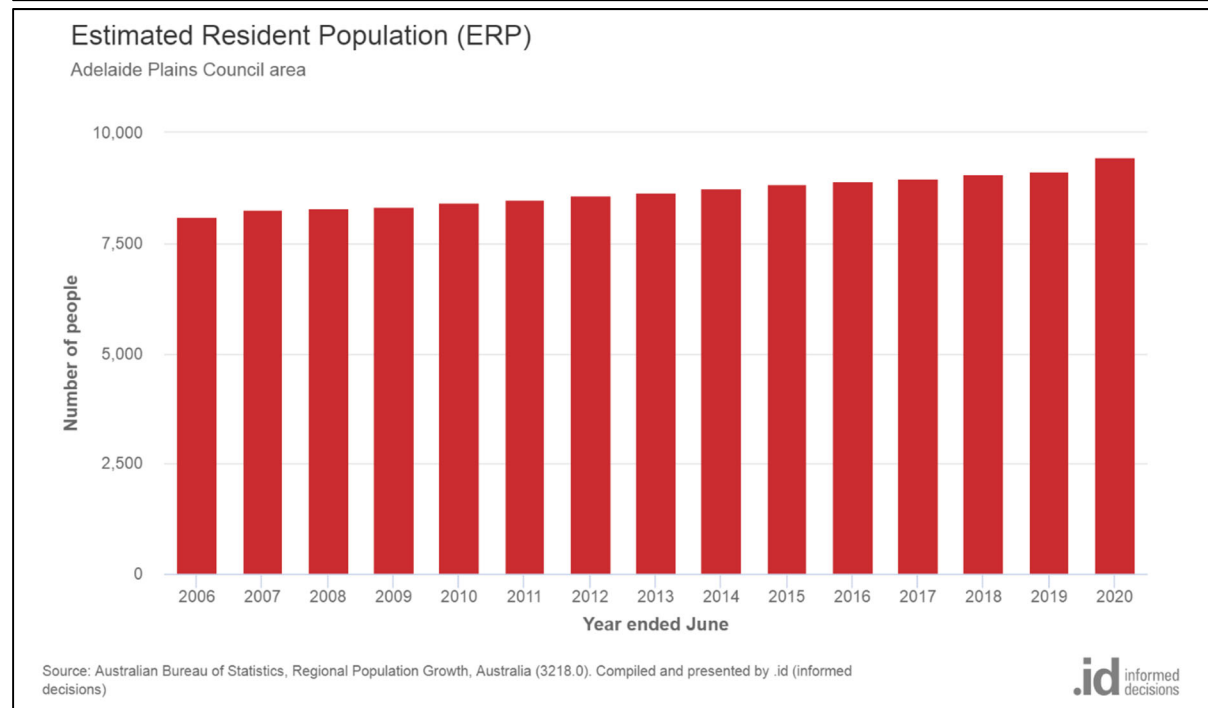
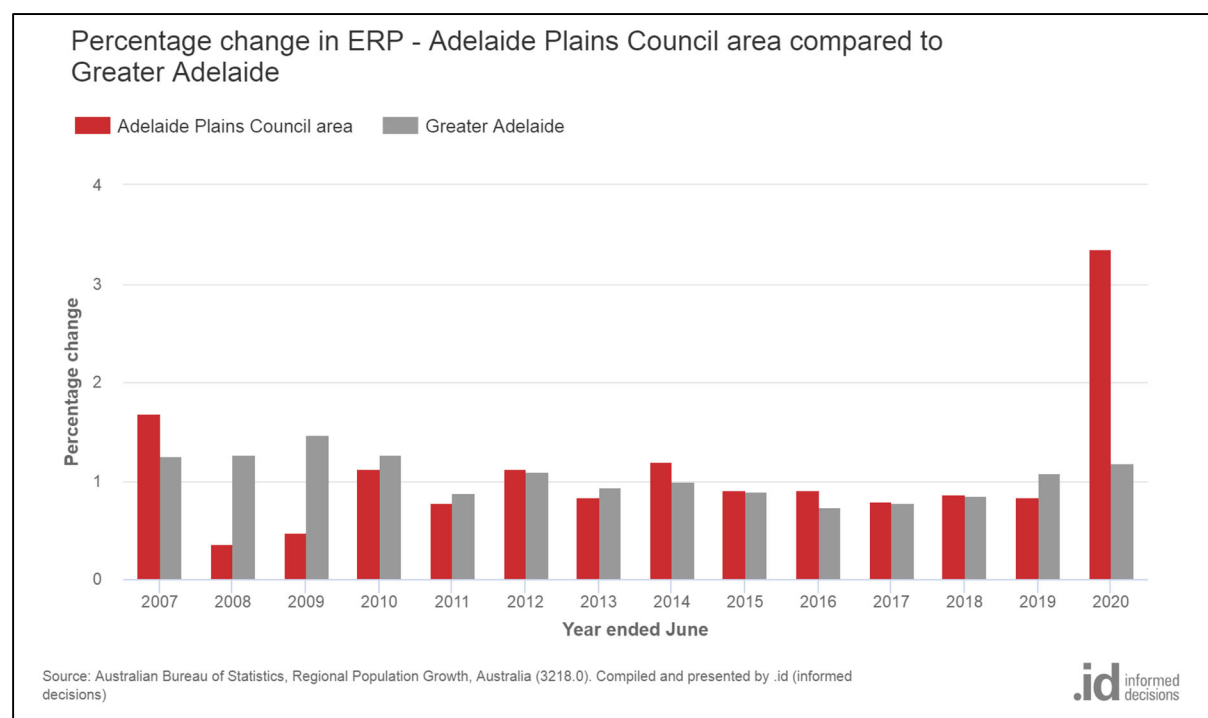
<sup>1</sup> ABS 2016 Census

## Residents

Council's residential population has grown steadily from around 8,100 in 2006 to an estimated 9,441 in 2020. When compared to Greater Adelaide, Adelaide Plain's rate of residential growth has mirrored Greater Adelaide's small increases, aside from being slightly greater in 2007 and 2014.

2020 saw a 3.3% rate of growth in Adelaide Plains.

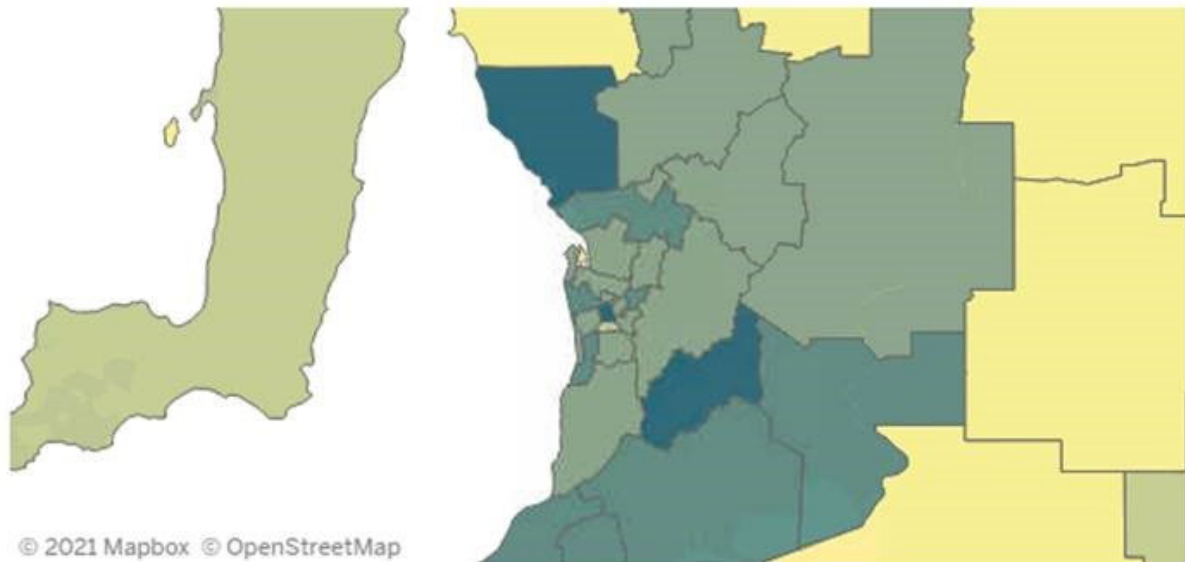
3.3% is markedly greater than Greater Adelaide's 1.2%. This markedly higher trend is anticipated to have continued in 2021.



## Regional population change, estimated residential population, by LGA, All, 2019 to 2020

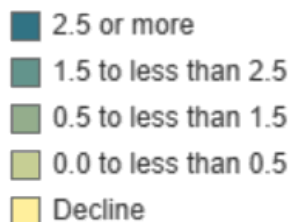
### Australia

Click on map area for more information.



Note: National and state/territory data presented in this visualisation are the sum of the sub-state components which differ to the published figures in the data source. See flip panel text for further information.

### Population change, 2019 to 2020 (%)



### State

#### South Australia

1,752,681 persons (2019)

1,770,375 persons (2020)

1.0% (17,694 people) change in population (2019 to 2020)

*Adelaide Plains experienced 2.5% Population Change from 2019 to 2020*

Within a Greater Adelaide context, along with Mt Barker and the CBD, Adelaide Plains experienced population change of 2.5% or more from 2019 to 2020<sup>2</sup>.

<sup>2</sup> [www.housingdata.gov.au/](http://www.housingdata.gov.au/) accessed 27 May 2021

## Building Approvals

Since 2001, house approvals within Adelaide Plains have been around 50 – 70 each year.

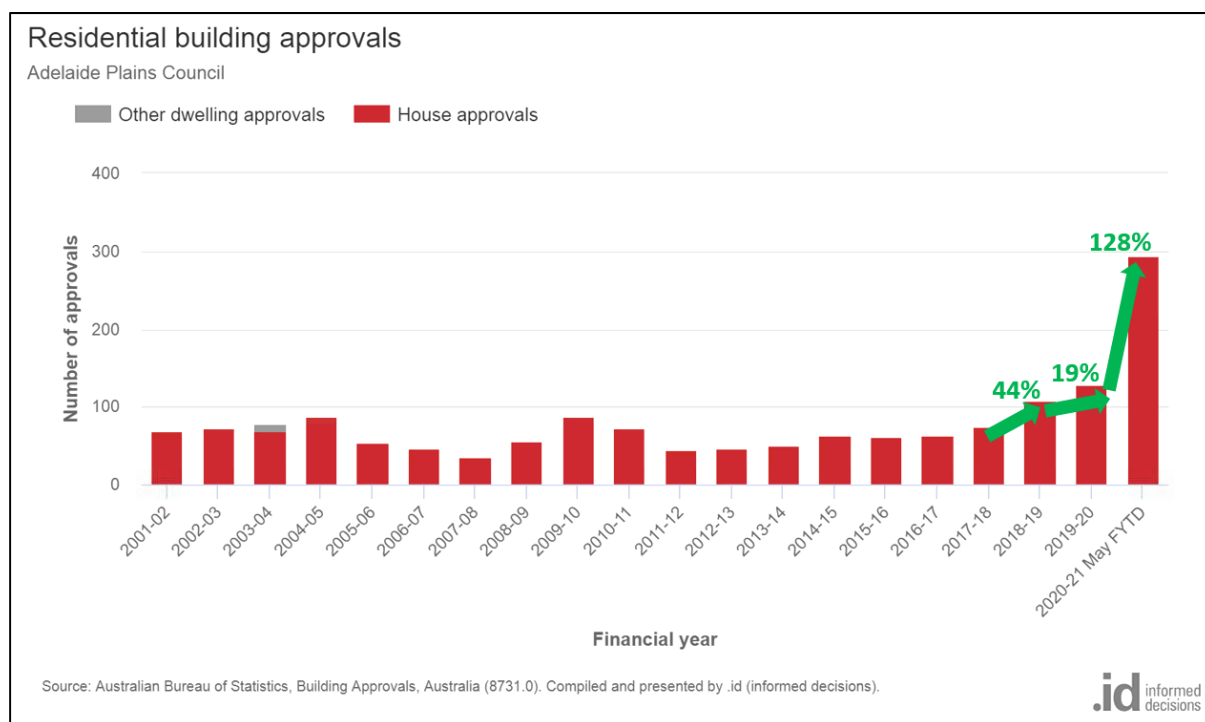
Approvals rose to 108 in 2018-19 and 129 in 2019-20.

Approvals rose significantly to 294 by May 2021, a 128% increase above 2019-20.

Factors stimulating this rate include serviced and available Greenfield land, government stimulus such as homebuilder and first home buyer, and the northern connector.

Adelaide Plains increasing dwelling growth rate is opposite to South Australia overall where rates have fallen annually since 2017-18.

Adelaide Plains increased rate of dwelling approvals was seen in Light and Playford till 2019-20 but reduced in 2020-21 similar to SA.



	2017-18	2018-19	2019-20	2020-21 YTD
Adelaide Plains	75	108	129 84% greater than 70 dwellings/annum typical 2001 - 2018	294 320% greater than 70 dwellings/annum typical 2001 - 2018
Light	66	73	98	66
Playford	819	940	1234	561
SA	12,744	10,720	11,751	5,917

*Dwelling Approvals Adelaide Plains Compared to SA and Neighbouring Regions<sup>3</sup>*

<sup>3</sup> [plan.sa.gov.au/state\\_snapshot/land\\_and\\_housing](https://plan.sa.gov.au/state_snapshot/land_and_housing) accessed 21 April 2021

## Value of Approvals

Value has typically been between \$10M and \$25M per annum. From 2016-17, value began to increase to around \$30M.

The \$75M of 2017-18 is possibly associated with capital works of Eden and Liberty subdivisions, and the new school (Xavier).

The subsequent value around \$40M - \$50M and \$85M in May 2021 is likely attributable to the larger numbers of house approvals.

Value of approvals in Adelaide Plains has mirrored recent growth in building approvals. Increases in number and value of building approvals can also be seen in growth in rate revenue.





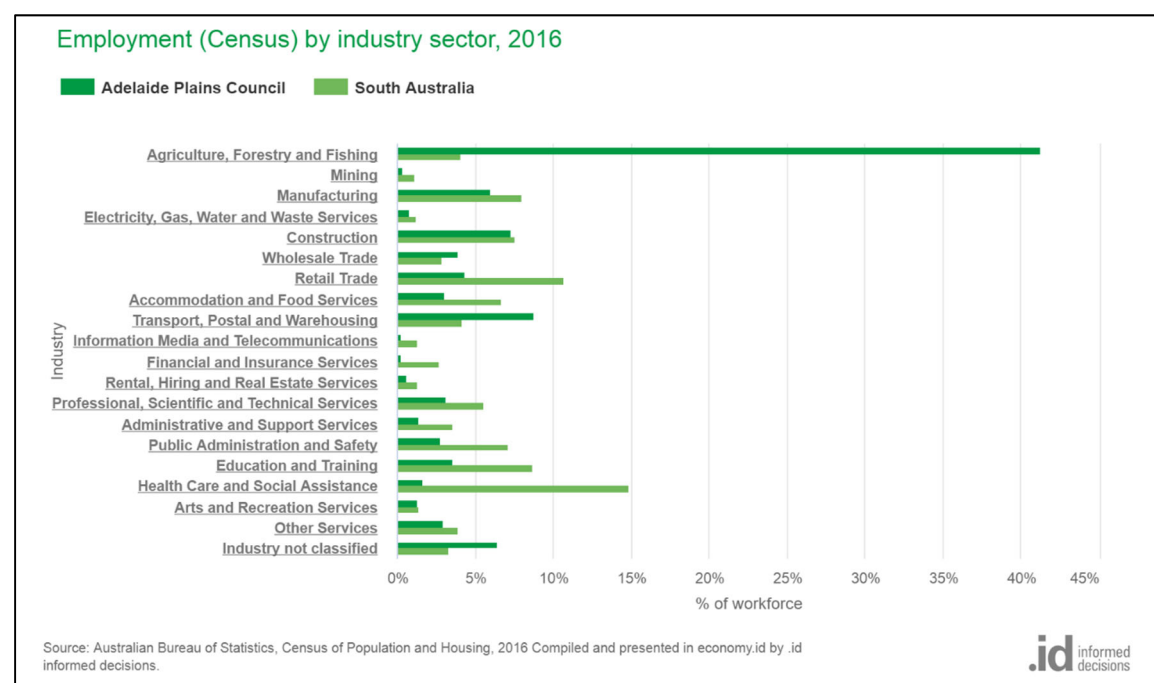
## Jobs Growth/Employment

Within increased growth comes the requirement for a regional economy to provide additional employment in the local area or face capital being spent outside the regional as well as associated higher impacts on transport infrastructure and carbon emissions as employees travel to employment outside the region.

Agricultural based employment continues to be Adelaide Plains economic backbone with over 40% of workers employed in that sector. Within the Agriculture, Forest and Fishing sector, farming of mushrooms, sheep, beef cattle, grain, and poultry were the largest employers.

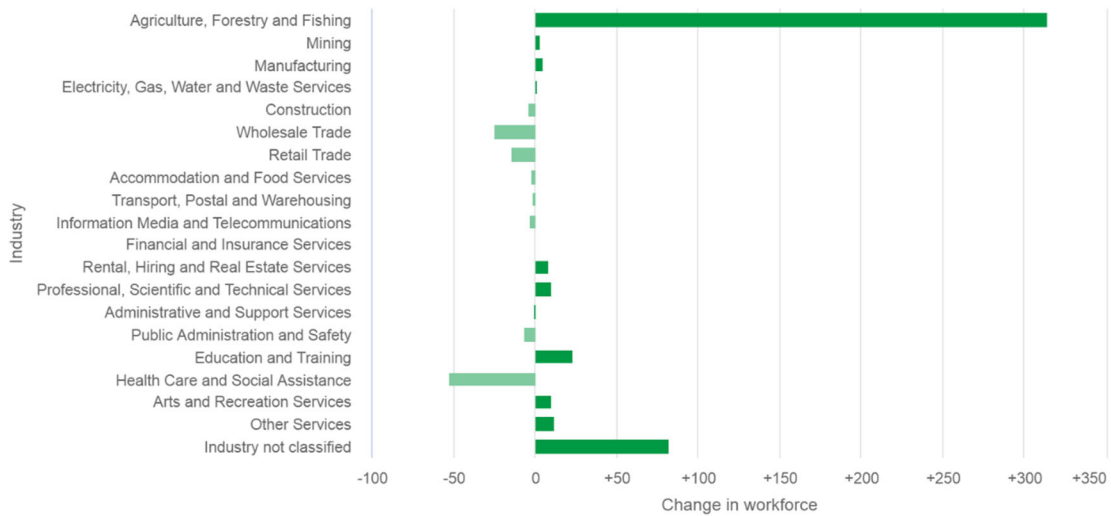
Secondary sectors include transport, construction and manufacturing. Within construction, the range of work is diverse. Within manufacturing, dairy, grain, cereal, other food, and metal product based manufacturing are some of the larger employers.

Agricultural based employment grew over 300% between 2011 and 2016. Not classified industry grew by 75%.



## Change in employment (Census) by industry sector, 2011 to 2016

Adelaide Plains Council

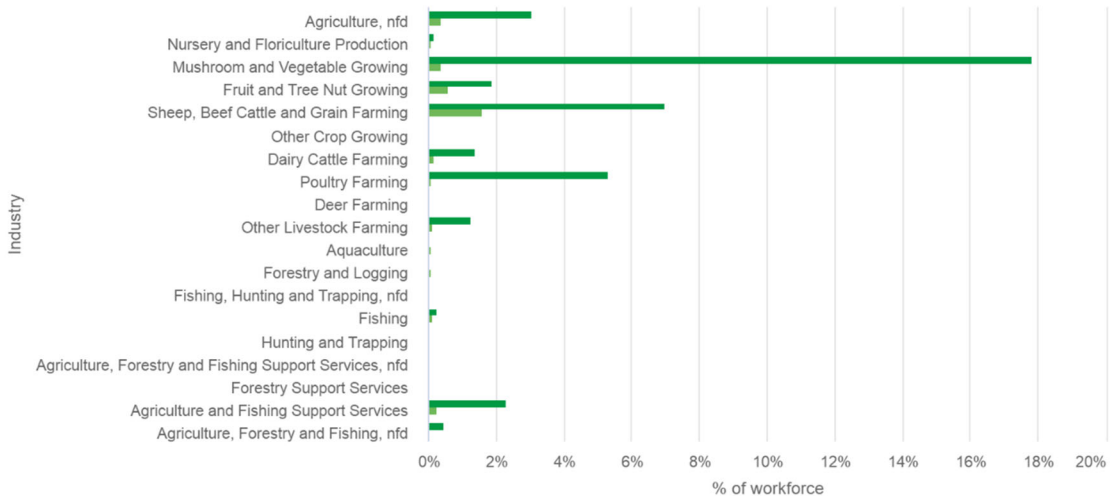


Source: Australian Bureau of Statistics, Census of Population and Housing, 2011 and 2016 Compiled and presented in economy.id by .id informed decisions.

.id informed decisions

## Employment (Census) by industry sector, 2016

Adelaide Plains Council South Australia

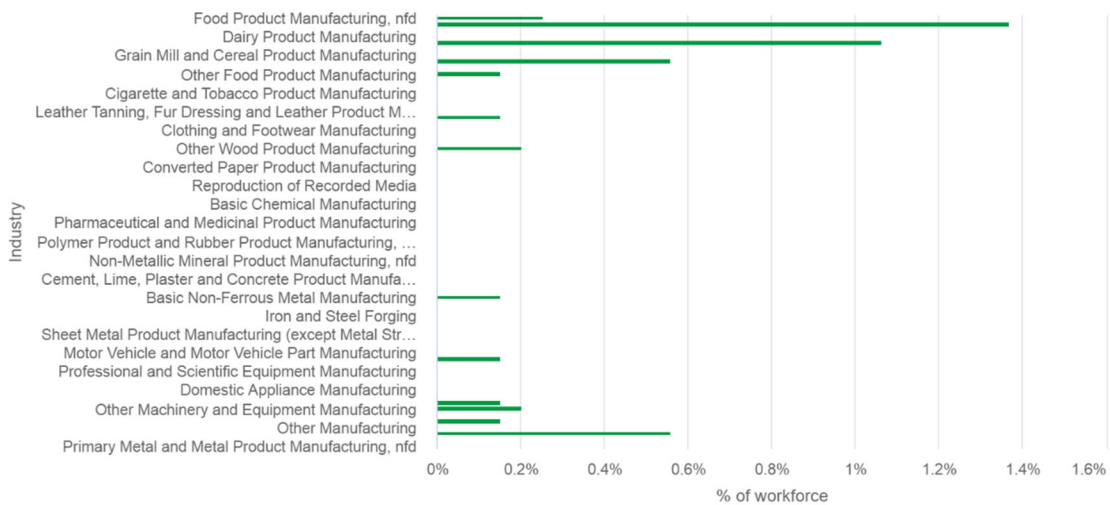


Source: Australian Bureau of Statistics, Census of Population and Housing, 2016 Compiled and presented in economy.id by .id informed decisions.

.id informed decisions

## Employment (Census) by industry sector, 2016

Adelaide Plains Council

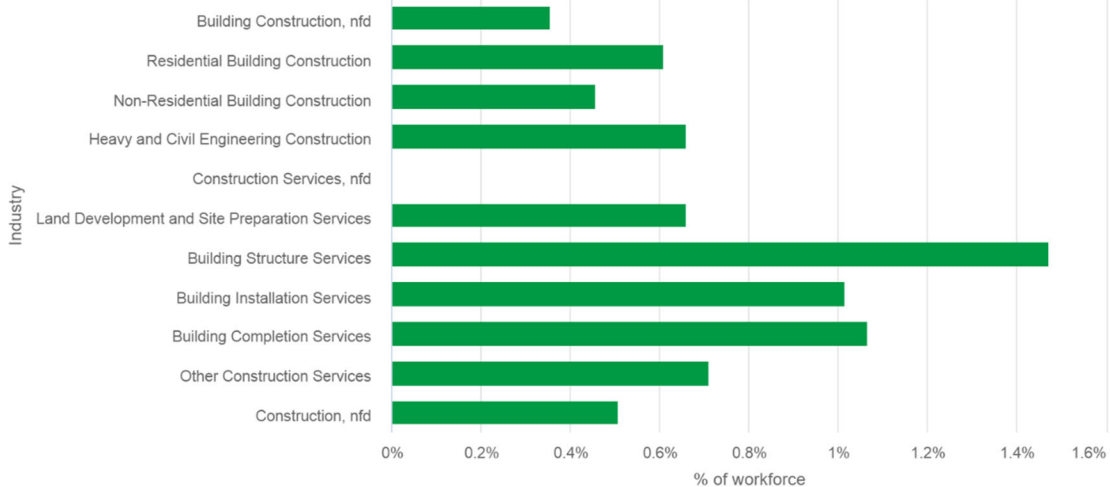


Source: Australian Bureau of Statistics, Census of Population and Housing, 2016 Compiled and presented in economy.id by .id informed decisions.

.id informed decisions

## Employment (Census) by industry sector, 2016

Adelaide Plains Council



Source: Australian Bureau of Statistics, Census of Population and Housing, 2016 Compiled and presented in economy.id by .id informed decisions.

.id informed decisions

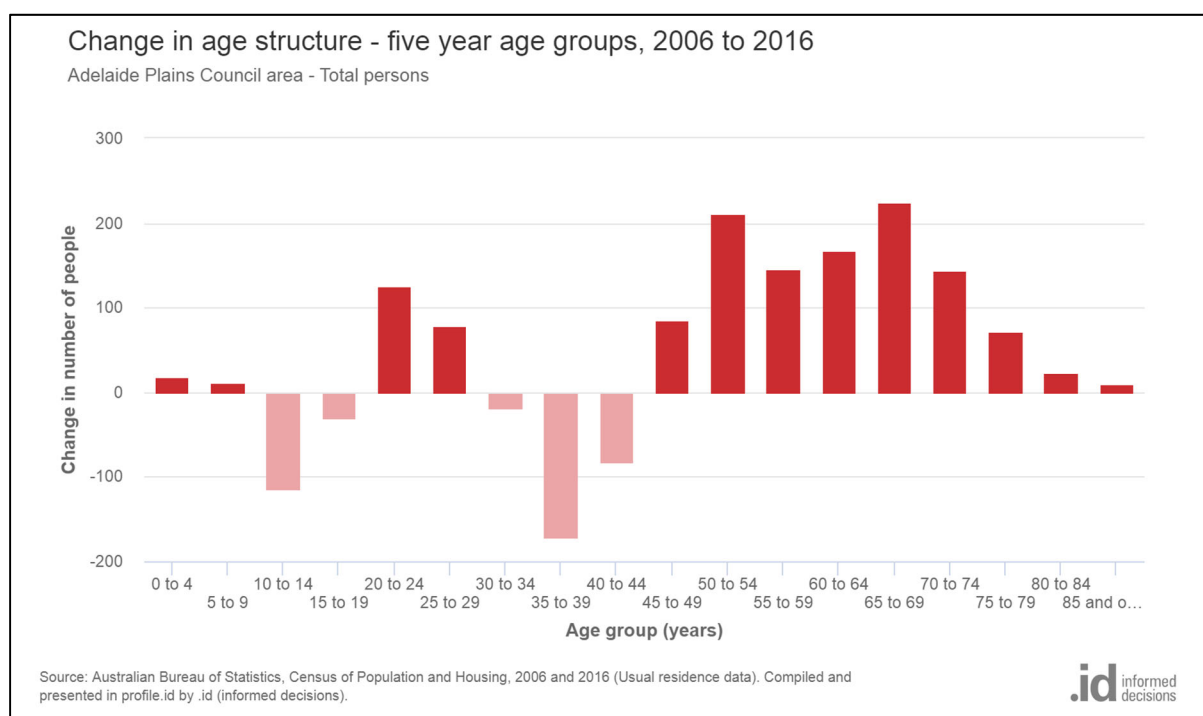
## Current and Emerging Community Profile

**Adelaide Plains existing population is ageing.** Between 2006 and 2016, people aged over 60 increased from 1089 to 1729, being an increase from 14% to 20% of total population. The proportion of people over 60 increased 58%.

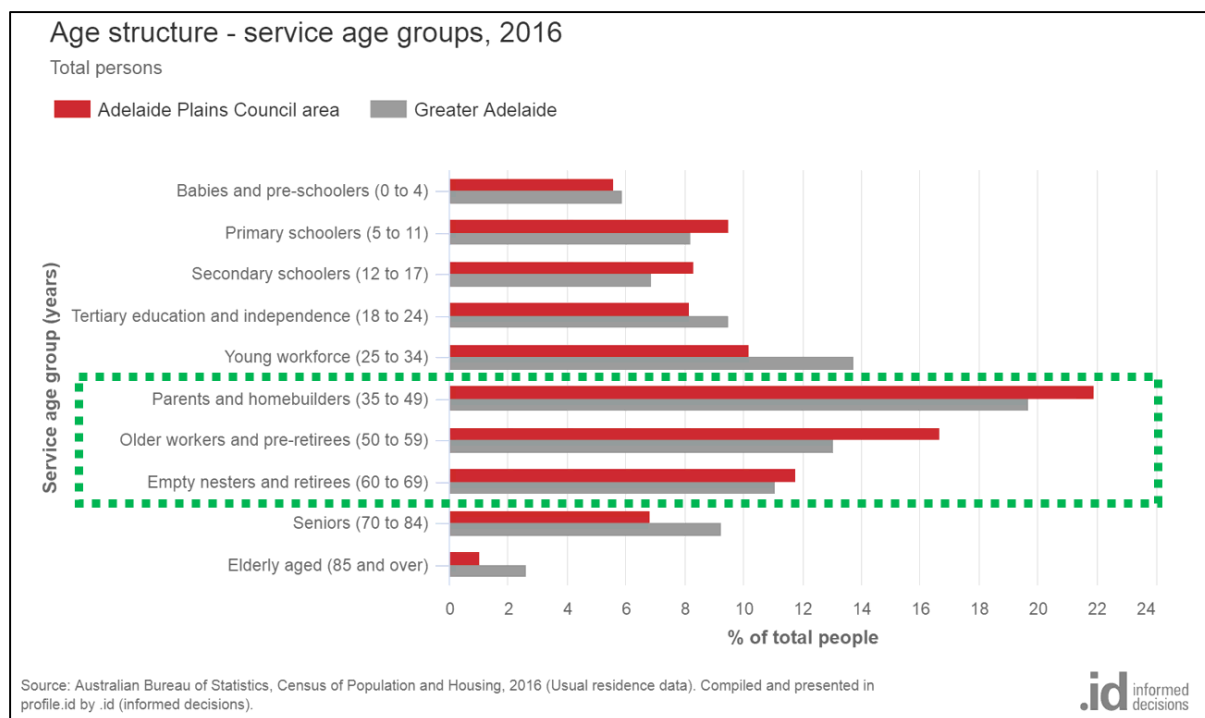
### The population is ageing more than Greater Adelaide.

The largest changes in age structure between 2006 and 2016 were in the age groups:

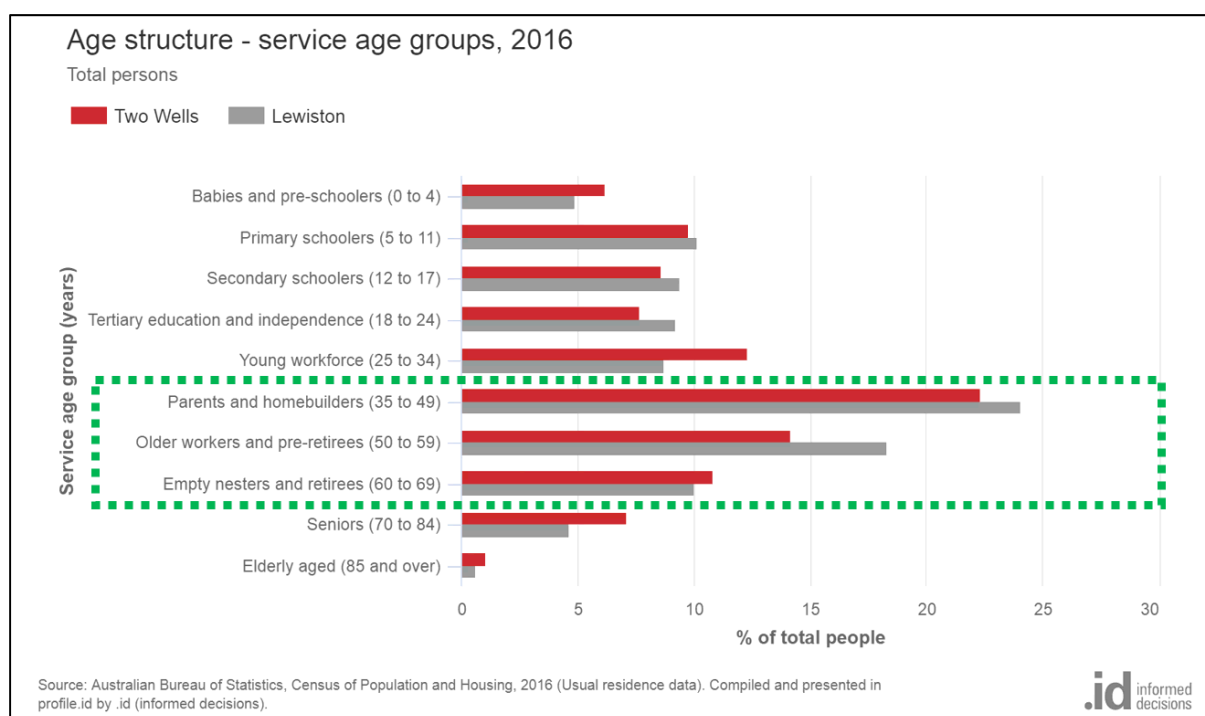
- 65 to 69 (+224 persons)
- 60 to 64 (+168 persons)
- 50 to 54 (+211 persons)
- 35 to 39 (-171 persons)



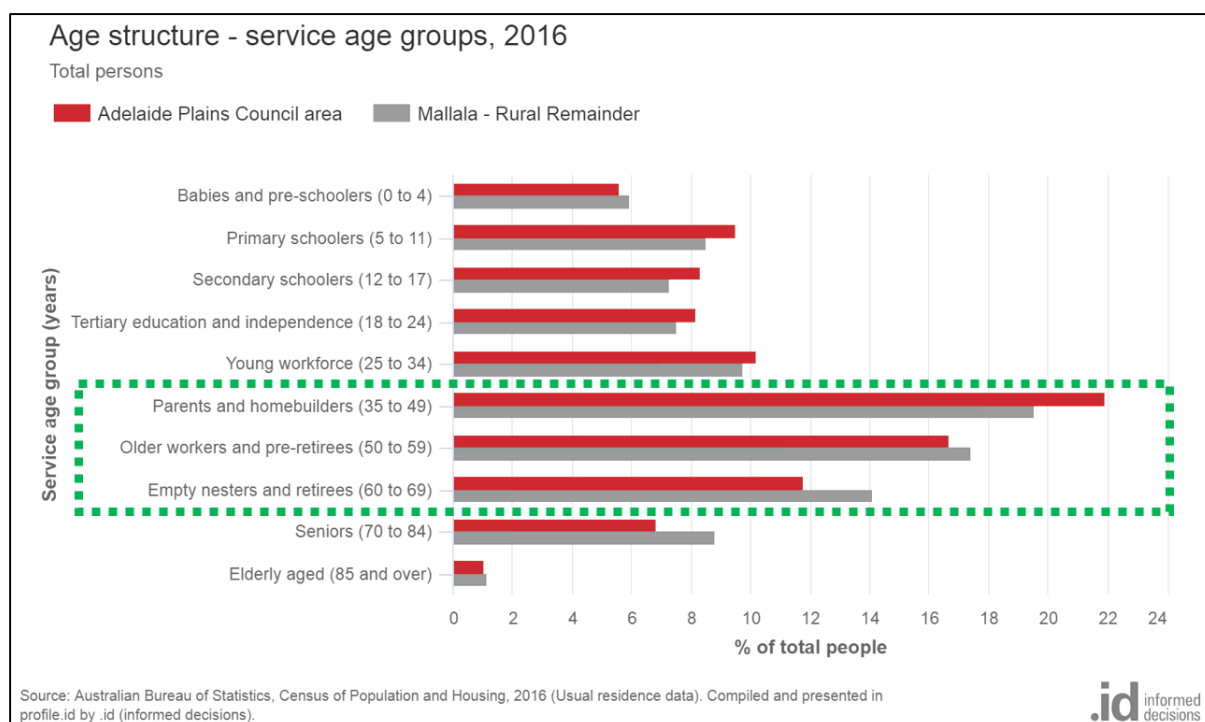
*Adelaide Plains population is ageing (2011-2016)*



*Adelaide Plains population is characterised by high proportions of homebuilders, older workers, retirees, and empty nesters who will progressively age*



*Lewiston has a higher proportion of homebuilders and older workers than Two Wells. Lewiston and Two Wells have similar proportions of retirees.*



*Mallala has higher proportions of empty nesters, retirees and seniors*

In 2016:

- 434 people moved to Adelaide Plains Council from the City of Playford
- 401 from the City of Salisbury
- 107 from the City of Tea Tree Gully.

The majority of these people were aged 5-11 and 35-44.

In 2016 most people leaving Adelaide Plains relocated to:

- The City of Playford (396 persons)
- Town of Gawler (278 persons).

Most of these people were aged 18 – 24 years (151) and persons aged over 65 years (102).

Adelaide Plains population was ageing more than Greater Adelaide, based on statistics from the last census periods (2011-2016).

Families are moving to Adelaide Plains Council from northern metropolitan Adelaide and the impact of the new housing in Two Wells is not yet evident in age profiles

Younger people could have been leaving Adelaide Plains for education, employment and first home buying options and older residents could be leaving for more suitable housing, these trends are likely to be impacted by availability of zoned land in Two Wells and this can be reviewed on release of 2022 census data.

## Adelaide Plains / Greater Adelaide based on ABS

### WORK (unemployment rate) 2016



### HOUSEHOLDS (2016)

#### Family



#### Lone Person



#### Group Households



### PEOPLE

#### 0 – 24 years (2016 – 2040)

(no data)

### PEOPLE

#### 25 – 64 years (2016 – 2040)

(no data)

### CARS

#### No motor vehicle (2016)



### DWELLINGS

#### Separate House



#### Medium Density Dwellings



### PEOPLE

#### 65+ (2016 – 2040)

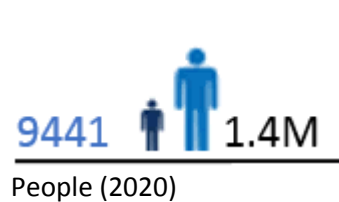
(no data)

### INTERNET

#### Internet at Home (2016)

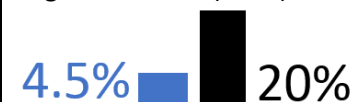


### POPULATION



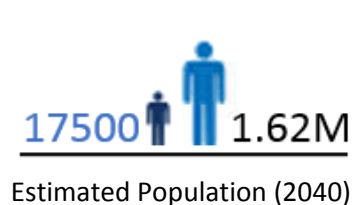
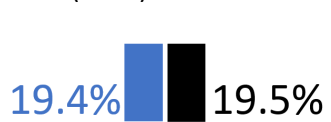
### LANGUAGE

#### Speak a language other than English at home (2016)



### VOLUNTEER

#### Residents who did voluntary work (2016)



### ECONOMIC

#### Low Income Households (2016)

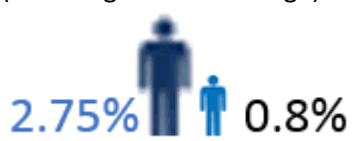


### RELATIVE DISADVANTAGE

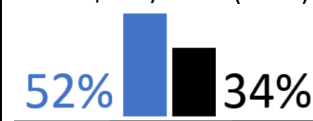


### FORECAST GROWTH

#### (% average annual change)



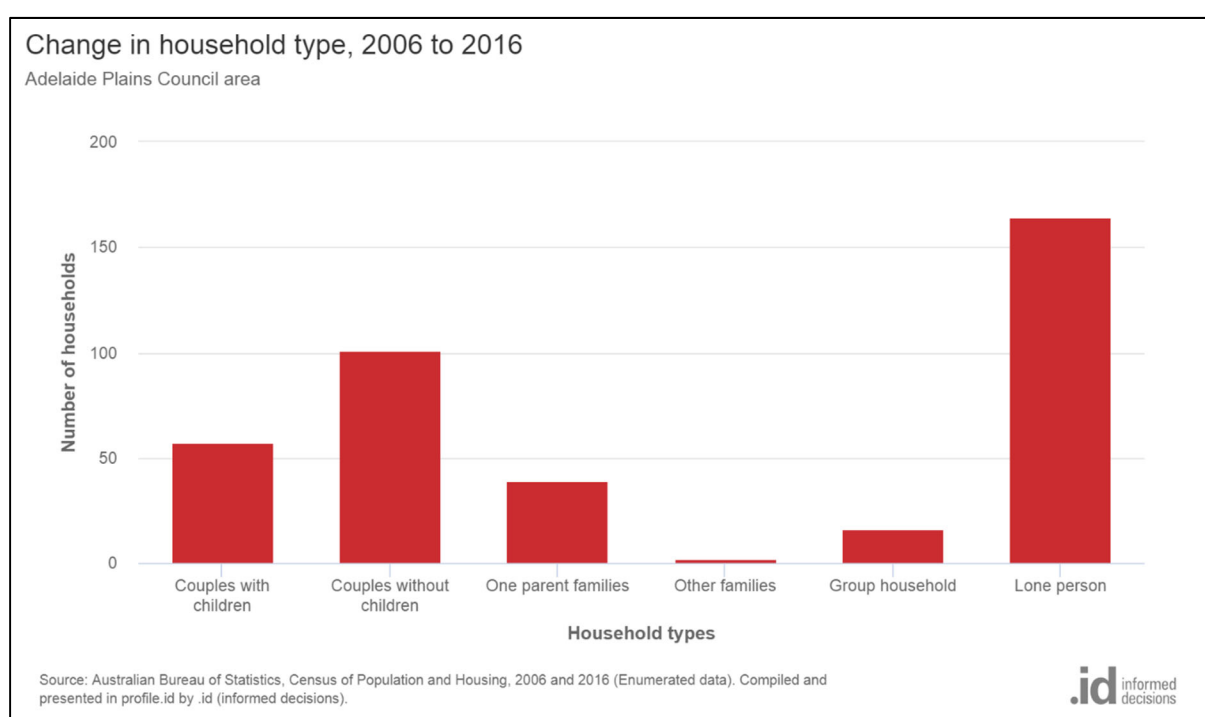
#### Rent <\$250/week (2016)



## Housing

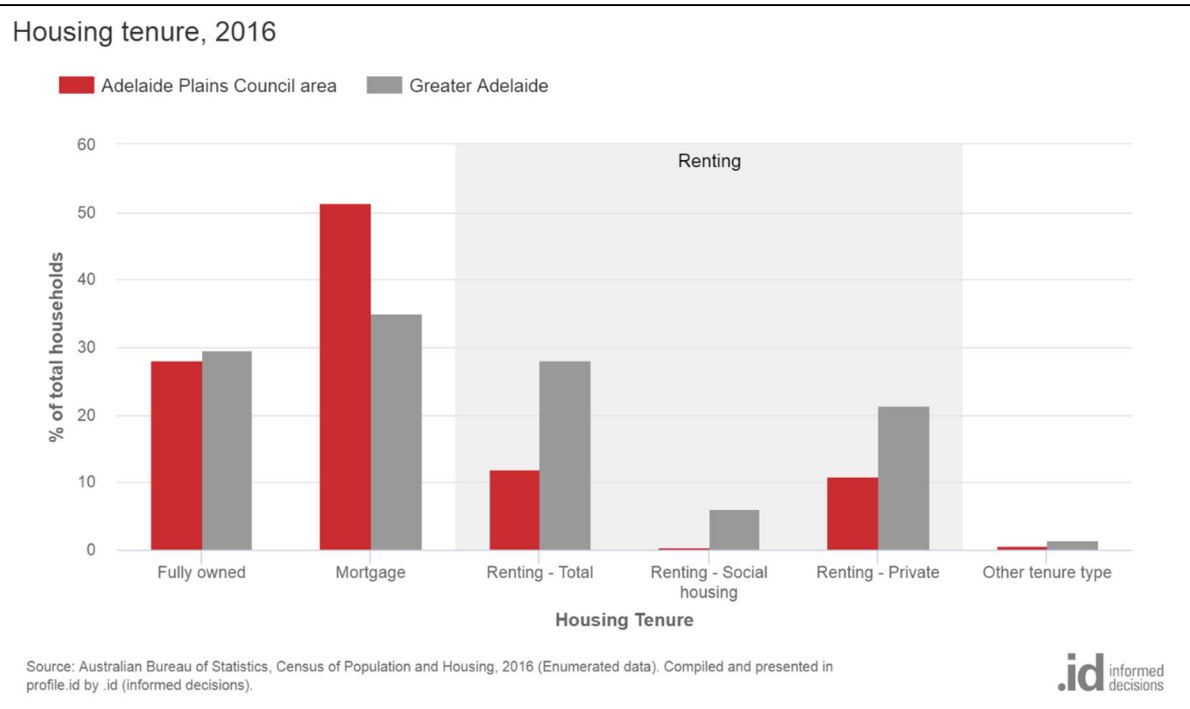
The provision of affordable and suitable housing is part of the objectives within the State Strategic Plan and is guided through the provisions of the Planning and Design Code from an assessment and approval perspective. Growth planning should consider housing supply and housing choice through providing a mix of housing styles and sizes along with a variety of allotments types from smaller medium density sites to more traditional allotments.

A growing population also has clear implications on requirements for additional housing and services. Council is responsible for rezoning additional land for residential development and is responsible for some of the social and community services along with state and federal government service departments.

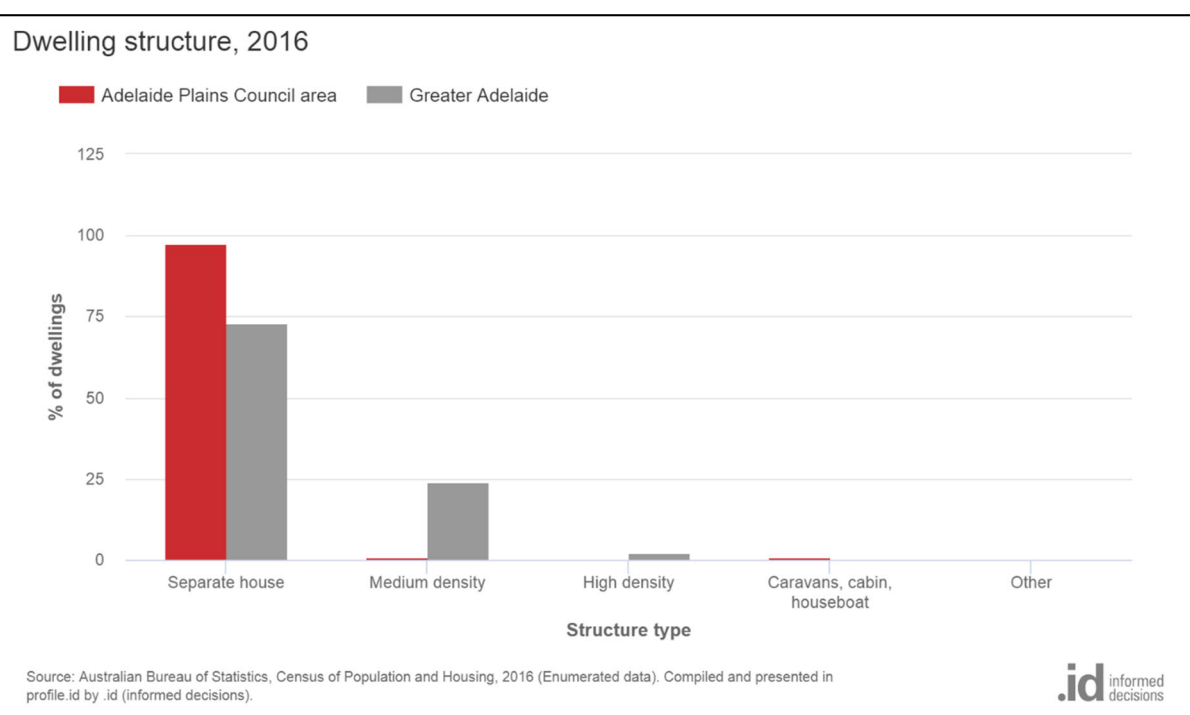


*Between 2006 and 2016, the largest change in family/household types in Adelaide Plains was an increase in 164 lone person households and 101 couples without children*





*In 2016, compared to Greater Adelaide, higher proportions of households had a mortgage, and fewer households rented privately. Adelaide Plains had negligible amounts of social housing.*



*In 2016, 0.7% of the dwellings were medium or high density, compared to 26% in Greater Adelaide.*

Council resolved in March 2019 to explore options for funding, operation and management of its existing retirement living portfolio (Aged Living Review). The intent was to ensure it continues to serve our older community.

Council also identified several opportunities to increase the quantity and the quality of retirement living options in Mallala and Two Wells.

The aged living review<sup>4</sup> identified:

- several providers with interest in Adelaide Plains, including regarding land parcels identified for potential development
- The aged review identified a strong preference in Mallala and Two Wells for people to remain in their town as they age (e.g. local people do not want to have to leave Mallala to go to Two Wells and vice versa).

Adelaide Plains has limited housing choice for the growing number of lone and couple households or those in need of social housing.

Further work on housing mix and variety is required to plan townships that provide a variety of housing choice to suit various individuals and groups in our communities.

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<sup>4</sup> Aged Living Review, Urban and Regional Planning Solutions, 2021

## Two Wells CWMS

Housing in Two Well's original residential areas is a mix of cottages, dwellings built pre and post the two wars, and from the 1960's onwards. Some 20 large lots are used for non-residential purposes and can be characterised as underdeveloped. The original township does not have a community wastewater management scheme. One consequence is new housing needs site area of 1200sqm or greater to accommodate on site waste treatment.

Two Wells original residential areas are mostly within a Neighbourhood Zone and partly a Rural Living Zone of the Planning and Design Code 2021.

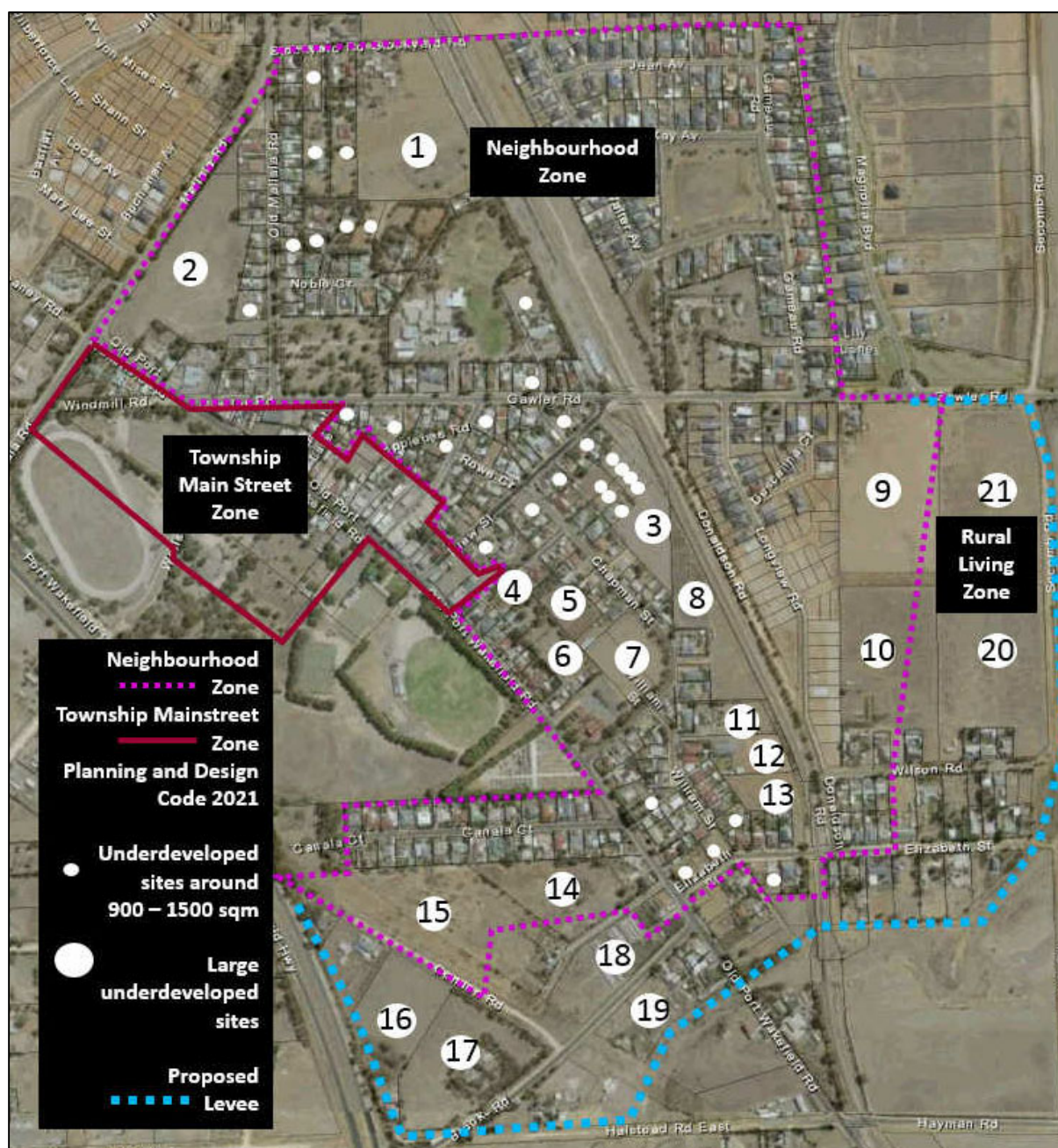
Within the Neighbourhood Zone, The Planning and Design Code enables a wide variety of housing, including dwellings with site areas between 250 and 450 sqm, ancillary accommodation (akin to granny flats) and retirement housing, subject to minimum requirements for on-site treatment.

Dwelling Type	Minimum Site Area (square metres)	Minimum Site Frontage (metres)
<b>Neighbourhood Zone</b>		
Detached Dwelling	450 <sup>1</sup>	15
Semi-Detached	300 <sup>1</sup>	10
Row Dwellings (minimum of three)		
Group Dwelling (needs two or more)	350 <sup>1</sup>	20
Residential Flat Building (needs two or more)	250 <sup>1</sup>	20
Ancillary Accommodation (on the same site as another dwelling)	-	-
Retirement Facility Supported Accommodation	-	
<b>Rural Living Zone</b>		
Detached Dwelling	10,000 (1HA)	
<sup>1</sup> Minimum 1200sqm is needed to accommodate on site waste treatment		

*Site Areas and Frontages Anticipated for new Housing in Two Well's Original Residential Areas*

Along with the Planning and Design Code, Two Wells future is influenced by a possible community wastewater management scheme (CWMS) for the original township, a proposed levee, and a rezoning request (see Options for Future Planned Urban Growth)

Council and the LGA are undertaking initial investigations for a CWMS for the original township. If introduced, new housing would not be constrained to needing site areas of 1200sqm. In parallel, planning for a levee to the east and south of Two Wells is also underway. Funding for the levee has been secured.



*Potential Development Sites within the Township.*

Initial analysis of development potential has been undertaken. Sites up to around 900sqm already developed with a relatively substantial house are unlikely to offer potential for additional dwellings.

Sites of around 800 - 900sqm or greater with a lower value building or vacant offer potential for housing development. Analysis of aerial photography identifies around 30 sites between 0.1HA and 0.7HA that offer this form of potential for housing development.

Initial analysis identifies around 21 large sites developed with few buildings, with non-residential purposes or vacant. The large sites are generally between 0.7HA and 3HA. 15 are within the Neighbourhood Zone and six within the Rural Living Zone. The 21 large sites and 30 sites together equate to some 52HA. Development sites within the Township Main Street Zone (Two Wells Main Street) are additional.

The proposed levee potentially opens up several large sites and numerous smaller sites sited within the area of the proposed levee.

Note several zone boundaries don't follow title boundaries, e.g. large lots 14 and 15. Commercial land uses on north side of Gawler Road/Old Port Wakefield Road in the Neighbourhood Zone. Consider placing in Town Centre Zone.

If 75% of large sites and 25% of small sites developed at 12 dwellings/HA over next 20 years, this would yield around 400 dwellings. If each dwellings has 2.67 residents on average, this equates to some 1100 residents.

If this 1100 is added to the two subdivisions of 11,500 – 12,000, this could lead Two Wells population being 12,500 – 13,000.

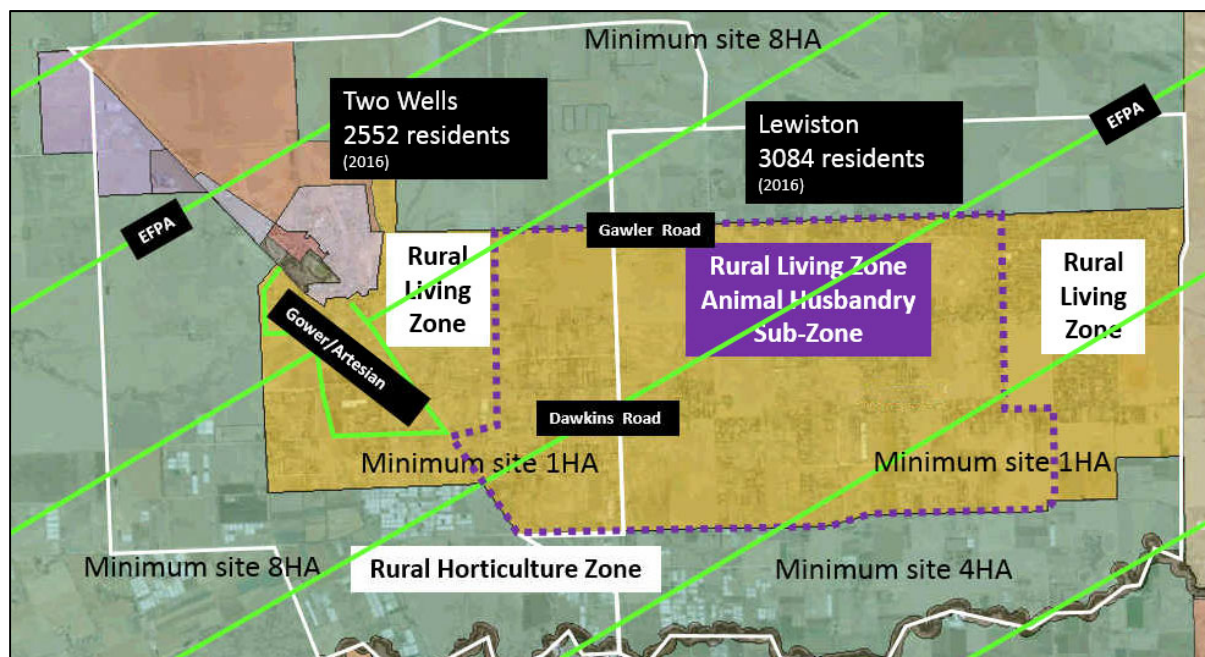
The proposed levee suggests investigating review of the Rural Living Zoning would be prudent.



### *Two Wells and Lewiston*

Two Wells and Lewiston had a combined 5,636 residents in 2016<sup>5</sup>.

Aside from the town of Two Wells which is zoned for further urban growth, the balance of Two Wells and all of Lewiston are sited within the Environment and Food Production Area (EFPA). Recent years has seen a dog park established with the playground intersected by the horse trail. This is a focal point within Lewiston.



*Two Wells and Lewiston's Rural Living Area is within the Environment and Food Production Area*

### Planning and Design Code

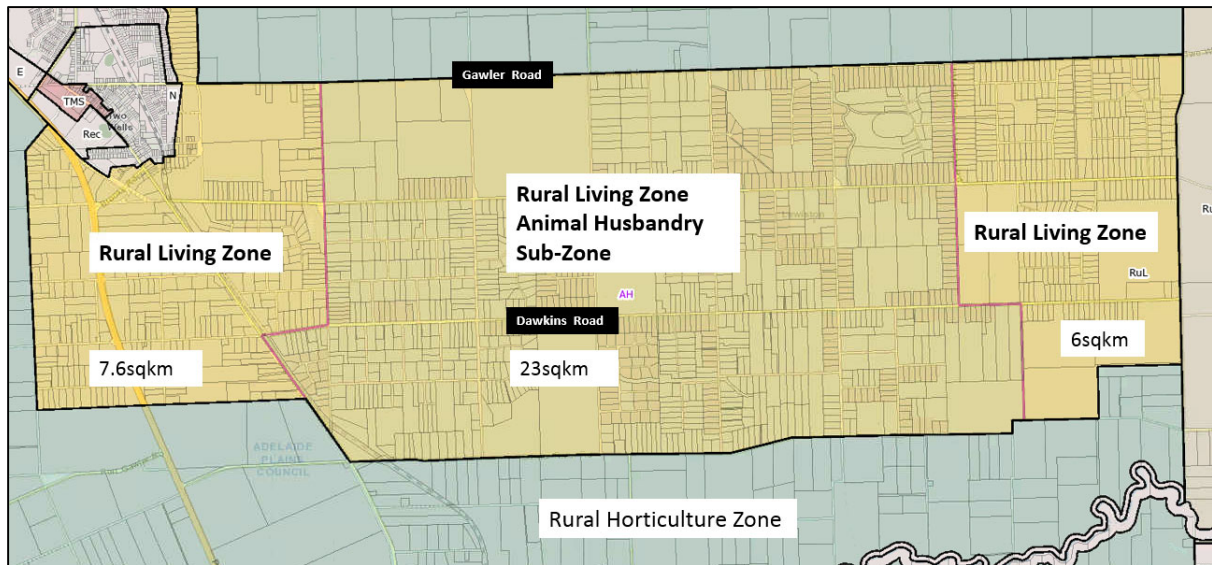
The Planning and Design Code<sup>6</sup> nominates much of Lewiston for Rural Living, with the central area for Rural Living and Animal Husbandry. The Rural Living Animal Husbandry area has been planned for several decades to be developed for animal husbandry. The Rural Horticulture Zone surrounds Two Wells and Lewiston.

The Planning and Design Code introduced in 2021 continues this.

The total area of the Rural Living Zone, including the Animal Husbandry Subzone is 36sqkm. As an indicator of size, this is five times the size of Adelaide Airport.

<sup>5</sup> ABS 2016

<sup>6</sup> Planning and Design Code April 2021



*Much of Lewiston is zoned for Rural Living purposes, with the central area zoned for Rural Living and Animal Husbandry purposes, and with Horticulture surrounding*

The desired outcome of the Rural Living Zone is *'A spacious and secluded residential lifestyle within semi-rural or semi-natural environments, providing opportunities for a range of low-intensity rural activities and home-based business activities that complement that lifestyle choice.'*

The Animal Husbandry Sub Zone has a desired outcome of *'Large-scale horse keeping and dog kennelling in association with detached dwellings on large allotments.'*

The Planning and Design Code provides for the following:

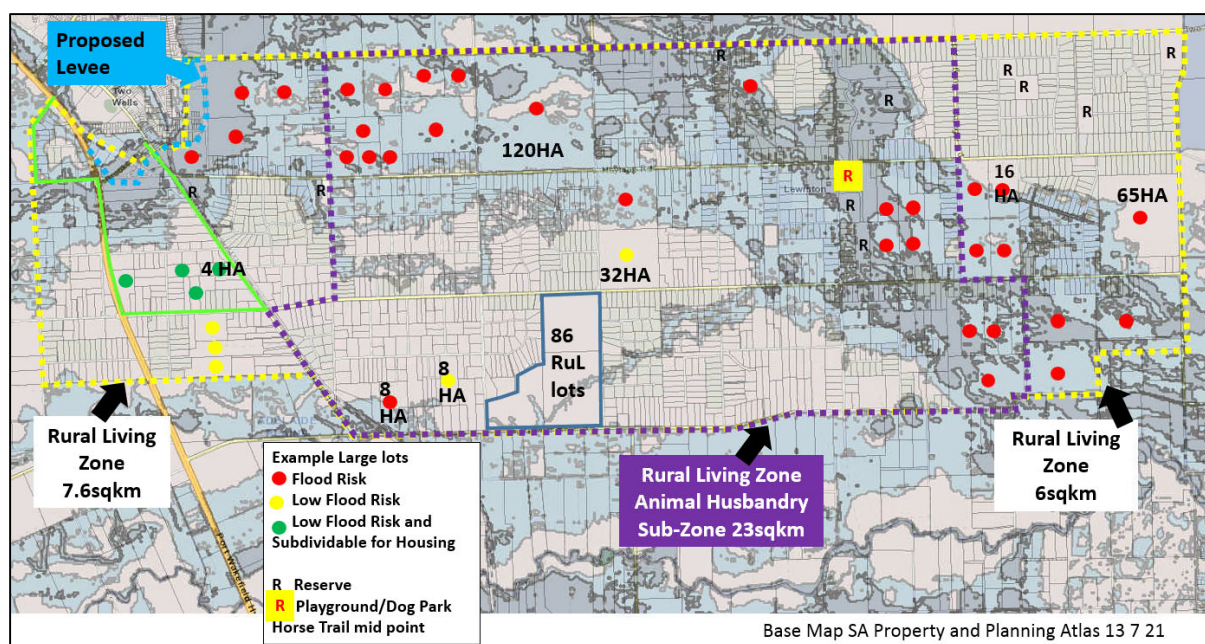
- Minimum site area is 1HA
- Residential development associated with animal keeping, shops up to 50sqm, or with light industry up to 100 sqm
- Division for residential living

Performance assessed

- Ancillary accommodation
- Detached dwelling
- Dwelling
- Group dwellings
- Retirement living
- Tourist accommodation
- Land division

This policy provides for a variety of activities that will continue to drive growth within Lewiston/Two Wells and subsequent population increases and likely demand for services in the future, subject to flood risk and provisions of the Environmental Food Protection Area (EFPA).

## Larger Lots and Flood Risk



### *Two Wells / Lewiston Larger Lots and Flood Risk*

The Two Wells / Lewiston Larger Lots and Flood Risk map shows:

- Flood risk impacts about half the area
- The red dots are 32 example large lots (typically larger than 8HA) impacted by flood risk
- The yellow dots are 2 example large lots with low flood risk
- Rural living lots are typically 20 times larger than the average suburban block.
- Remnant larger land holdings are mostly surrounded by 1 hectare land holdings.
- 86 rural living residential lots are being developed. These were lodged prior the EFPA limiting residential subdivision becoming operational in March 2019.
- There are several large lots able to be subdivided for residential rural living in the Gowan/Artesian area

## Environment and Food Production Area

The EFPA has been introduced to:

- protect our valuable food producing and rural areas as well as conserving our prized natural landscapes, and tourism and environmental resources
- support our sustainable growth and encourage the building of new homes in our existing urban footprint where supporting infrastructure already exists
- provide more certainty to food and wine producers as well as developers on the direction of future development in metropolitan Adelaide

The EFPA does not allow for the division of land for purely residential purposes.



Council made a submission<sup>7</sup> to the 2021 Review of the EFPA by the State Planning Commission. Council advised it is open to the EFPA continuing in place over Two Wells / Lewiston Rural Living Zone and Animal Husbandry Subzone, noting further detailed investigations on the impact of the EFPA restrictions over time to be undertaken, subject to:

- The barrier of the EFPA limiting subdivision for low intensity residential living where associated with horse or dog keeping being corrected.
- The lack of the EFPA Area being explicitly communicated directly in the Rural Living Zone and Animal Husbandry Subzone of the Planning and Design Code (perhaps as an Overlay) being corrected.

Two Wells/Lewiston is a mix of established rural living, rural living with associated animal husbandry, a network of reserves and interspersed large parcels in primary production. Factors influencing its future include:

- A variety of horse and dog based activities throughout
- Established rural living throughout
- Interspersed reserves and the dog park/horse trail midpoint hub
- Flood risk
- NAIS water nearby to the south
- Gawler Road as a more trafficked road
- Gawler River to the south
- Ongoing urban development nearby in Two Wells and south of Gawler River

Better understanding these factors as well as the EFPA needs more investigating.

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<sup>7</sup> Refer full Adelaide Plains Council EFPA submission

## Mallala

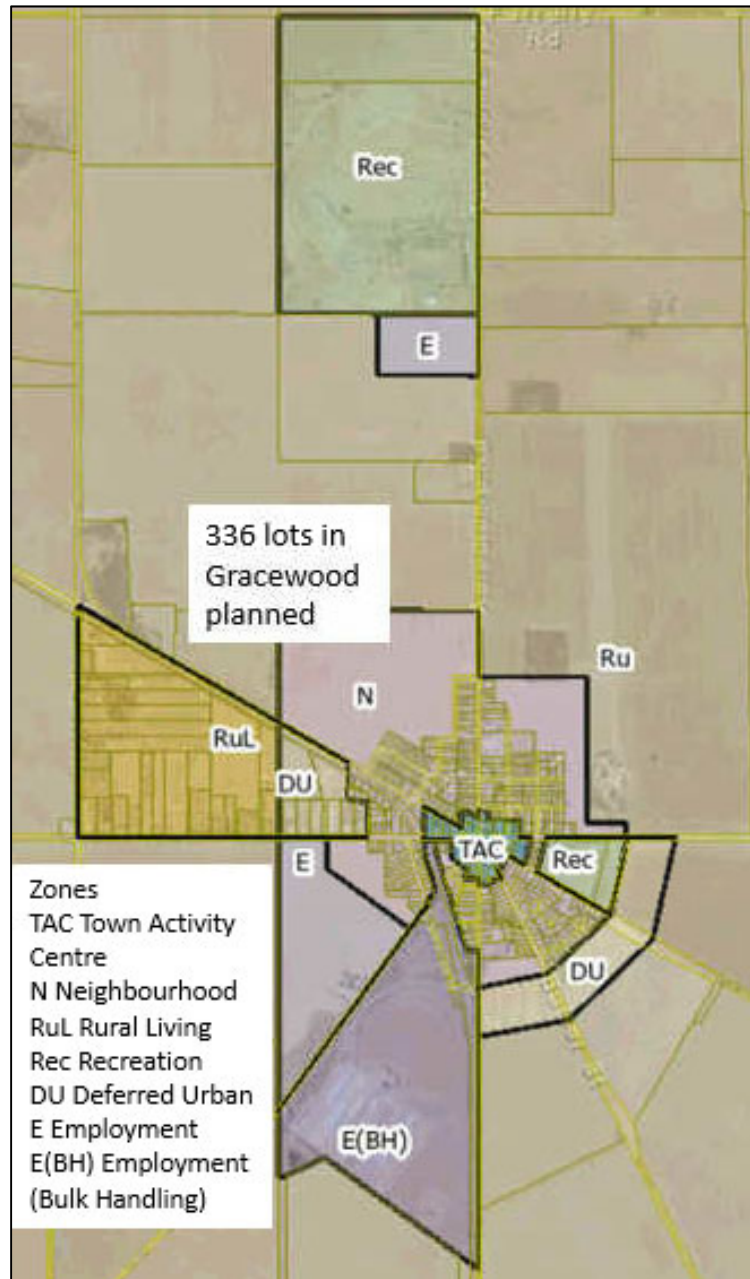
The township of Mallala had 733 residents in 2016.

In 2014, the Mallala Township (Transport, Commercial and Minor Residential Zones Boundary Adjustment) Development Plan Amendment was approved. This rezoned 42HA for residential purposes and 22HA as deferred urban.

The Gracewood land division proposes to progressively establish 336 lots over the next 20 years. The first stage was lodged in 2019 but has not yet been approved.

The Peregrine Group acquired the Mallala Motor Sport Park in 2017.

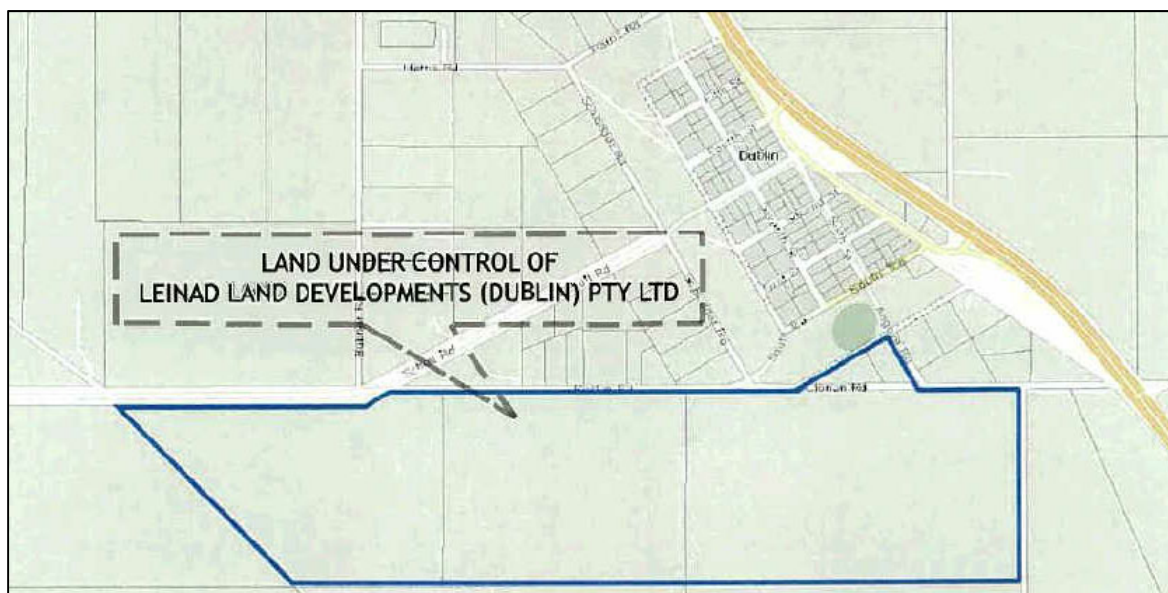
Should further urban growth occur within Mallala, demand for services will likely increase.



## Dublin

The township of Dublin had 195 residents in 2016.

In response to a request from a private landowner, in 2015, Council proposed to rezone land at Dublin. The Minister declined to support the proposed rezoning due to other land available around Two Wells, Mallala and in Playford. Dublin's currently has limited facilities and low demand for land, with only 27 dwellings being built over the preceding decade.



Council's 2013 Strategic Directions Report contemplated Dublin's expansion.

Figure 5.1 Dublin Township Structure Plan (Source: Strategic Directions Report: Development Plan Review February 2013)



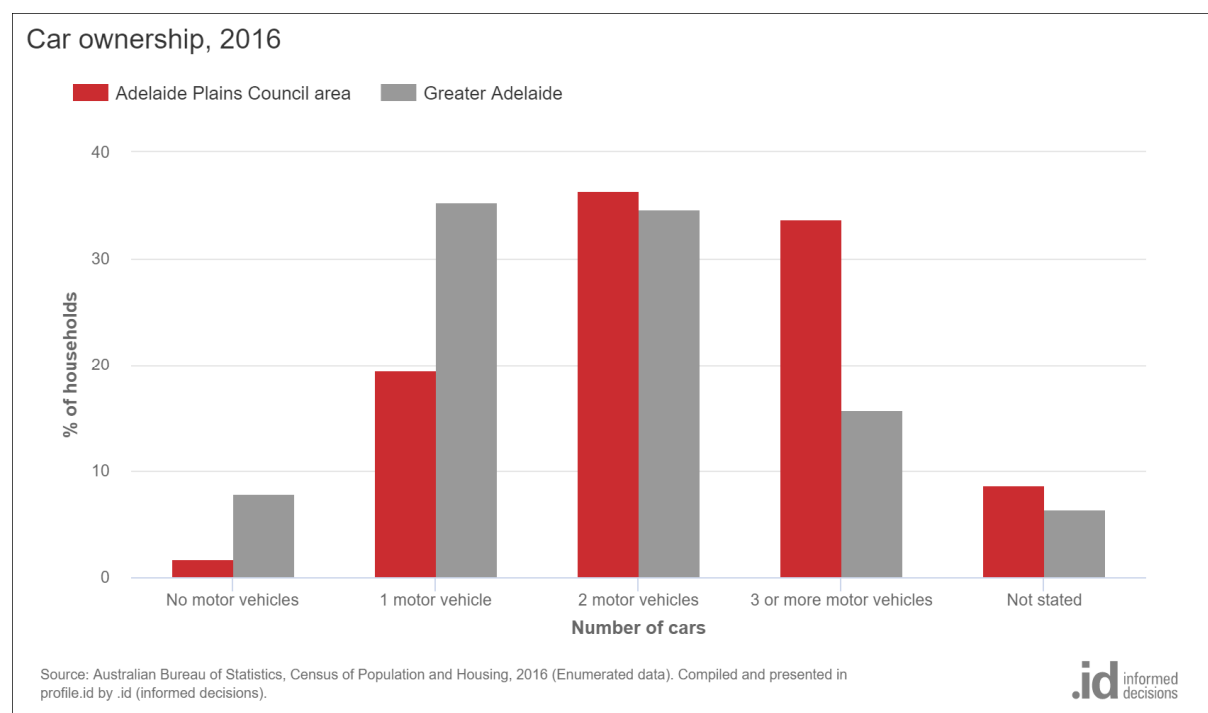
Dublin's future is influenced by its relative proximity to Greater Adelaide arising from the new northern connector, the Carslake Road Employment Area, the Adelaide International Bird Sanctuary and a historical rezoning request (see Options for Future Planned Urban Growth).

## Transport

The Council area's transport system is based on a road network that caters for the transport needs of private vehicles, trucks, cyclists, pedestrians and buses. The Adelaide Plains Council area currently has 181 km of sealed and 541 km of sheeted, with the remainder being unsealed roads. Being a functioning agricultural district with growing urban development, car ownership is high.

The major towns within the area are not serviced by public transport.

Analysis of car ownership in 2016, indicates 70% of households in Adelaide Plains Council had access to two or more motor vehicles, compared to 50% in Greater Adelaide. This signifies a reliance on private transport for existing residents to access employment or education opportunities both within the district and outside the Council area.



The implication of further population growth will be a significant increase in stress upon the existing road network, especially given the lack of public transport. This will likely necessitate spending on the current road network accompanied by lobbying for the introduction of public transport services and or community transport options.

## Environmental Impacts

Natural resources management is about striking a balance between preserving our natural environment and allowing natural assets to be used to generate income or to be used by the community for enjoyment and recreation.

Adelaide Plains Council is located within the Northern and Yorke Landscape Board region which extends for 38,500 square kilometres and encompasses the Yorke Peninsula, significant areas of Spencer Gulf and Gulf St Vincent, the southern Flinders Ranges, parts of the Rangelands, the Mid North, the northern Mount Lofty Ranges, the Barossa and northern Adelaide Plains

The Landscape Board recognises that many individuals and organisations share an interest in sustainable management of the region's landscapes and that managing our landscapes is about working together to ensure that the needs of the community, industries and the environment are balanced in a way that is sustainable. With this balance in mind, the Board's vision for region's landscapes is that they are 'a healthy, living landscape meeting the social, environmental, economic and cultural needs of the community, and ensuring the rights and wellbeing of future generations'.

As growth continues in the Council area, impacts on natural resources and landscapes will be a key consideration for all stakeholders.



## Investigations Undertaken and Underway

Understanding existing investigations assists to consider the scope of further investigations. Numerous studies including by Council inform current planning of Adelaide Plains. The table arranges studies based on each particular focus.

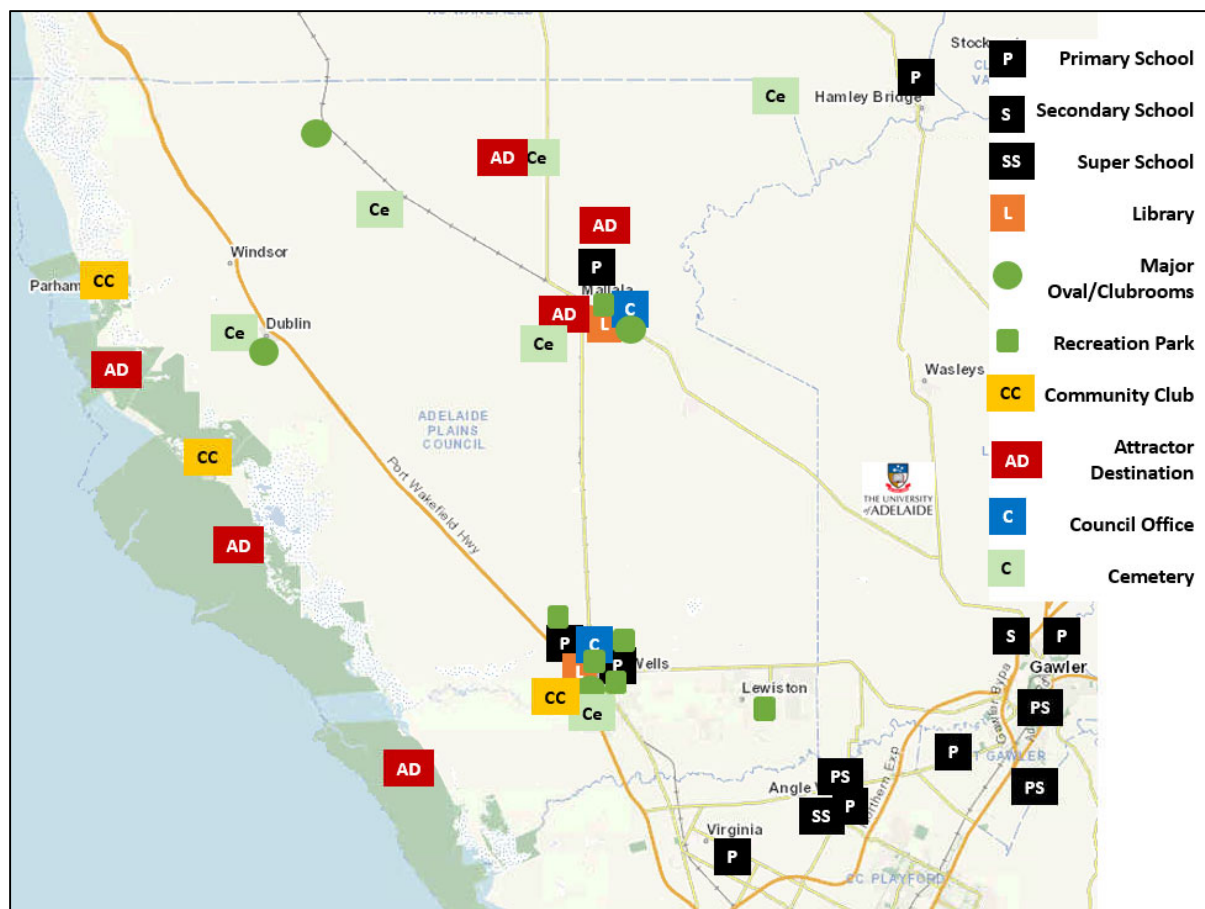
Investigations Undertaken Influencing Adelaide Plains			
	Economic Focus	Social Focus	Environmental Focus
2021	Planning and Design Code Introduced	APC Office Accommodation (underway)  Public Health Regional (underway)  Local Heritage (underway)  Trails (proposed)  Cemetery Capacity	Gawler River flood study (underway)
2020	Two Wells CWMS Feasibility	Disability Access and Inclusion Plan  Aged Housing	Adelaide International Bird Sanctuary Management Plan
2019	Hicks Two Wells/Leinad Dublin Rezoning Requests		
2018	Food Bowl Development Plan Amendment		
2017	Allied Food Industries Land Supply  2W2W Economic Corridor Accelerating Regional Growth from Two Wells to Whyalla		Gawler and Light River Floodplain Mapping  Two Wells Stormwater Management
2016	Two Wells Town Centre Development Plan Amendment	Open Space Directions and Background  Two Wells Town Centre All Age Friendly Assessment	
2015	NAIS Market Proving  Broadacre Farming  (Dublin township expansion - Minister declined to support)	Lewiston Community Focal Points	

Investigations Undertaken Influencing Adelaide Plains			
	Economic Focus	Social Focus	Environmental Focus
	Equestrian/Horse Keeping Precinct		
2014	Mallala Township Development Plan Amendment  Two Wells Retail Demand  Strategic Directions (Development Act S30)		Adaptation Frameworks for Middle Beach, Thompson Beach, Webb Beach and Parham
2013	Horticulture Framework  Horticulture Plains State of Play  Two Wells Residential Development Plan Amendment		Coastal Settlements Adaptation
2012 & earlier		Heritage 1983	Two Wells Main Street Design Guidelines 2011  Gawler River Open Space 2009  Mallala Transport 2005



## Economic and Social Infrastructure

### Social Infrastructure and Community Services



*Overview of Existing Social Infrastructure and Community Services*

As Adelaide Plains continues to experience urban growth, based on research<sup>8</sup> for the Local Government Association, the following themes are important to contribute to strong and supportive local communities:

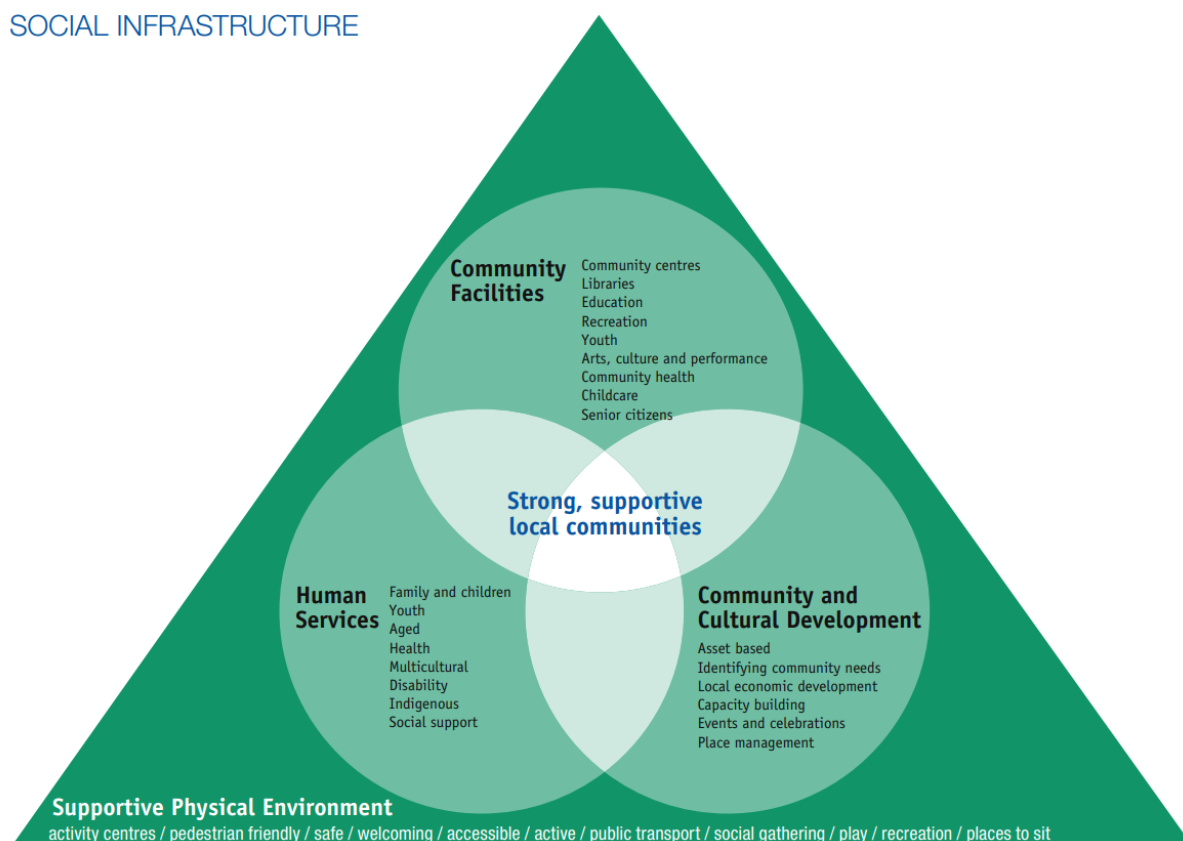
- Community diversity
- Sense of community
- Housing choice and affordability
- Access, amenity and lifestyle
- Integration of new and existing communities

Social infrastructure is understood as including community facilities, human services, and community and cultural development.

<sup>8</sup> [charlessturt.sa.gov.au/data/assets/pdf\\_file/0022/160276/Planning-Social-Infrastructure-and-Community-Services-for-Urban-Growth-Areas-Feburary-2012.pdf](https://charlessturt.sa.gov.au/data/assets/pdf_file/0022/160276/Planning-Social-Infrastructure-and-Community-Services-for-Urban-Growth-Areas-Feburary-2012.pdf)



## SOCIAL INFRASTRUCTURE



*Social Infrastructure Includes Facilities, Services and Community and Cultural Development*

Adelaide Plain's townships and settlements level of social infrastructure reflect the agricultural and coastal based communities and their strengths. This is illustrated in the initial application of the townships and settlements to the social infrastructure hierarchy (see table).

Identifying future social infrastructure should have regard to:

1. The specific growth context of Adelaide Plains informing a social infrastructure hierarchy
2. Understanding existing capacity in social infrastructure, as well as gaps and inefficiencies. Community engagement is essential to inform this.
3. Comparative studies to understand what kind of facilities of what size have worked in similar urban growth areas.
4. Integrating with other planning underway.
5. Funding, delivery, and staging.

Adelaide Plain's townships and settlements existing level of social infrastructure reflect the agricultural and coastal based communities and their strengths.

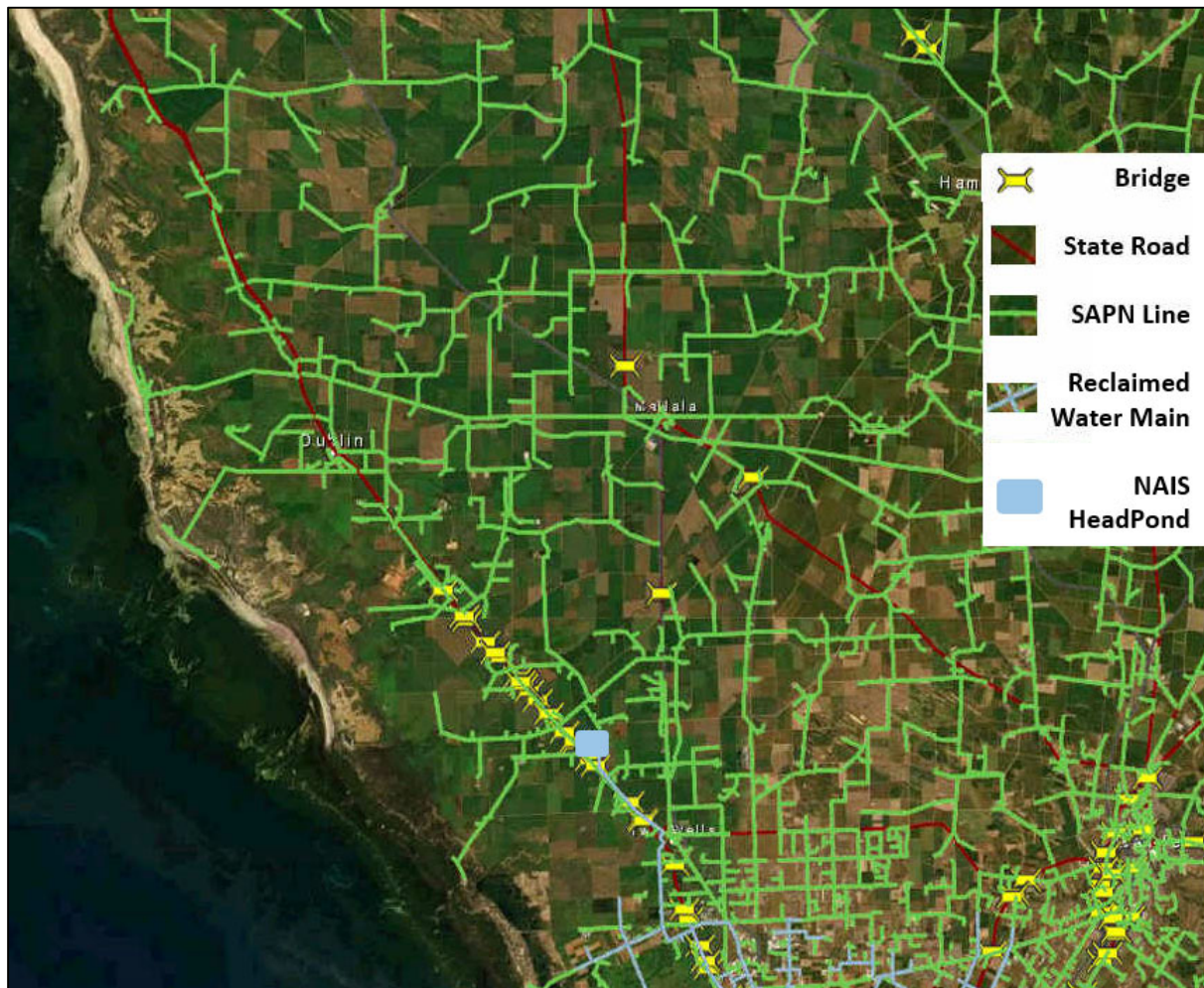
As growth continues – including planned urban growth - further investigations and engagement are needed to identify particular social infrastructure needs. This is particularly but not exclusively the case for Two Wells.

Council's role is investigating and engaging about needs, and in some case, direct social infrastructure and services provision (e.g. library, ovasl, parks, walking and cycling facilities), and in other cases, facilitating and advocating about needs with others (e.g. transport, public transport, education, aged care).

Initial Application of Social Infrastructure Hierarchy to Adelaide Plains			
Hierarchy Level & Population	Hierarchy Includes	Current APC 9,500 residents	Future APC (2041) 18,000 residents
Neighbourhood 2 – 3000	Small neighbourhood house and similar buildings that provide space for small meetings, gatherings and activities	Dublin, Parham and Thompsons Beach sports and social clubs are examples of neighbourhood level spaces. Lewiston (3,000) playground/dog park is also an example of a gathering space	Towns will continue to serve wider districts.  If Two Wells itself is 13,000, are local neighbourhood spaces needed in Liberty & Town Centre?
Local 5 – 10,000	Community halls or small community centres, public schools, child care centres or kindergartens and access points for a range of services	Two Wells (2500) and Mallala (733) each have Primary School, Kindergarten, Oval/Clubrooms, Council Library and Office.  Two Wells has two child care. Mallala none.  Two Wells has Community Centre (Hall). Mallala has Institute (Hall).  New School at Two Wells. Museum at Mallala.	If Mallala itself grows to around 1600, is a multi-purpose community hub needed? Is something similar needed if rezoning goes ahead at Dublin?  If Lewiston grows to 3500, are better developed focal spaces needed? Should a fodder/hardware store with value added local retail be considered?
District 20 – 50,000	District libraries, multipurpose community centres, high schools, community health facilities and facilities and services for particular groups such as young people, older people or people from diverse cultural backgrounds	Several shooting ranges	If Two Wells grows to 13,000: Is a multi-purpose community hub/health facility with services for particular groups needed? Are a wider range of recreation and sport facilities needed?
Sub Regional 100,000+	Major cultural and civic facilities, major recreation and sporting facilities, tertiary education such as TAFE, health services and higher order entertainment and leisure facilities.	Motorsport Park	Motorsport Park  What might AIBS and the coastline become as a regional recreation facility? What facilities might the coastal settlements need?

### *Physical and Utilities Infrastructure*

Adelaide Plains relies on physical and utilities infrastructure to enable business and residents to plan their future and to live within the community. As a rapidly growing local government area provision of infrastructure is an ongoing challenge with the issues of when infrastructure is provided, how the provision of infrastructure is funded and what infrastructure is the responsibility of local government, state government or private developers all needing to be addressed.



Examples of Utilities and Transport Infrastructure provided by Agencies

RDA Barossa have numerous priorities<sup>9</sup>. These include future designed water systems, energy for industry, strategic growth in high value agriculture on the Adelaide Plains, and an international standard equine centre.

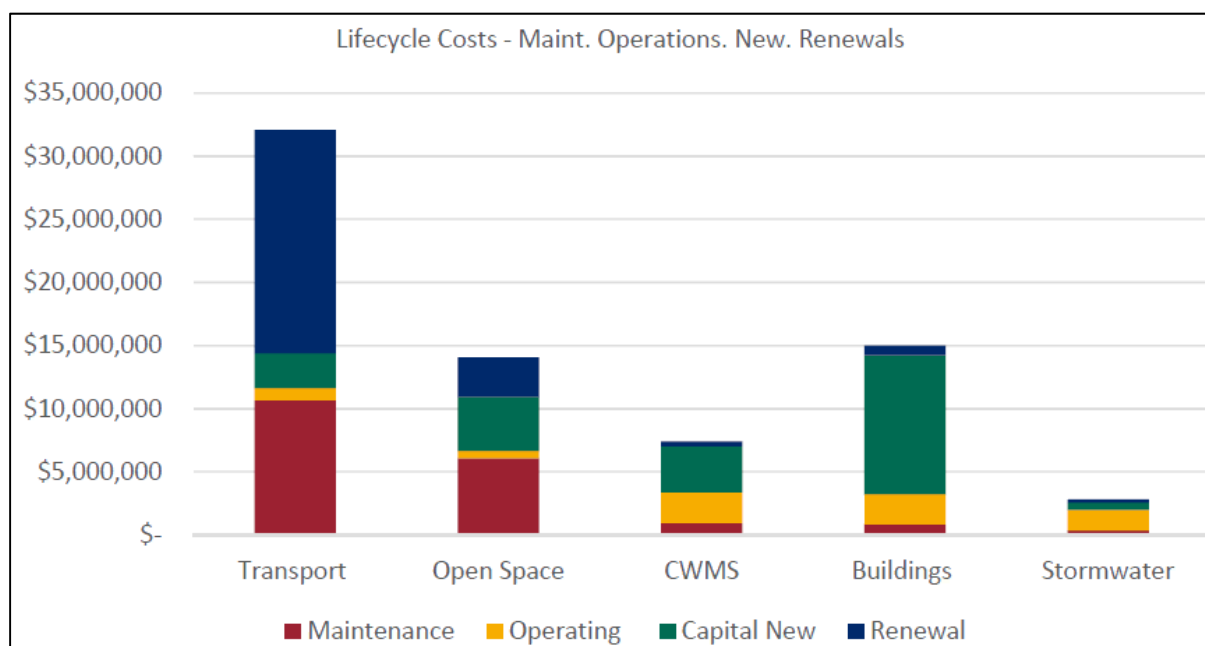
Adelaide Plains and Light Regional Council's establishment of an economic subsidiary will assist in advocating and securing infrastructure enhancements. This is for infrastructure that is the direct responsibility of councils as well as that of other agencies.

<sup>9</sup> [barossa.org.au/priorities/](http://barossa.org.au/priorities/)

### Council Assets

Council is responsible for assets with a total asset replacement cost of approximately \$140M. These comprise:

- Transport – roads, footpaths, kerb & channel, traffic control devices, bridges
- Stormwater
- Community Wastewater Management Systems (CWMS)
- Buildings
- Open Space – shelters, play equipment, seating etc



Operational and maintenance costs for the next 10 years are forecast<sup>10</sup> at around \$2.7M/annum. Capital outlay which includes renewals and new/upgrades are forecast at around \$4.5M/annum.

Council operates prudentially with respect to recurring revenue it receives, notably annual rate. It does this through annual review of the 10 year asset plan, annual business planning and careful operational delivery. Actively seeking funding and partnerships enables, for example, capital enhancements to be delivered through grants or by developers through contributions.

Population growth and increasing demand and use of CWMS assets will affect their useful life and will increase Council's maintenance and renewal program. A review needs to be undertaken to determine capacity to accommodate future demand from zoned residential land, including in existing townships where such land is not connected to CWMS. Growth from unzoned land will depend on timing and scale of rezoning.

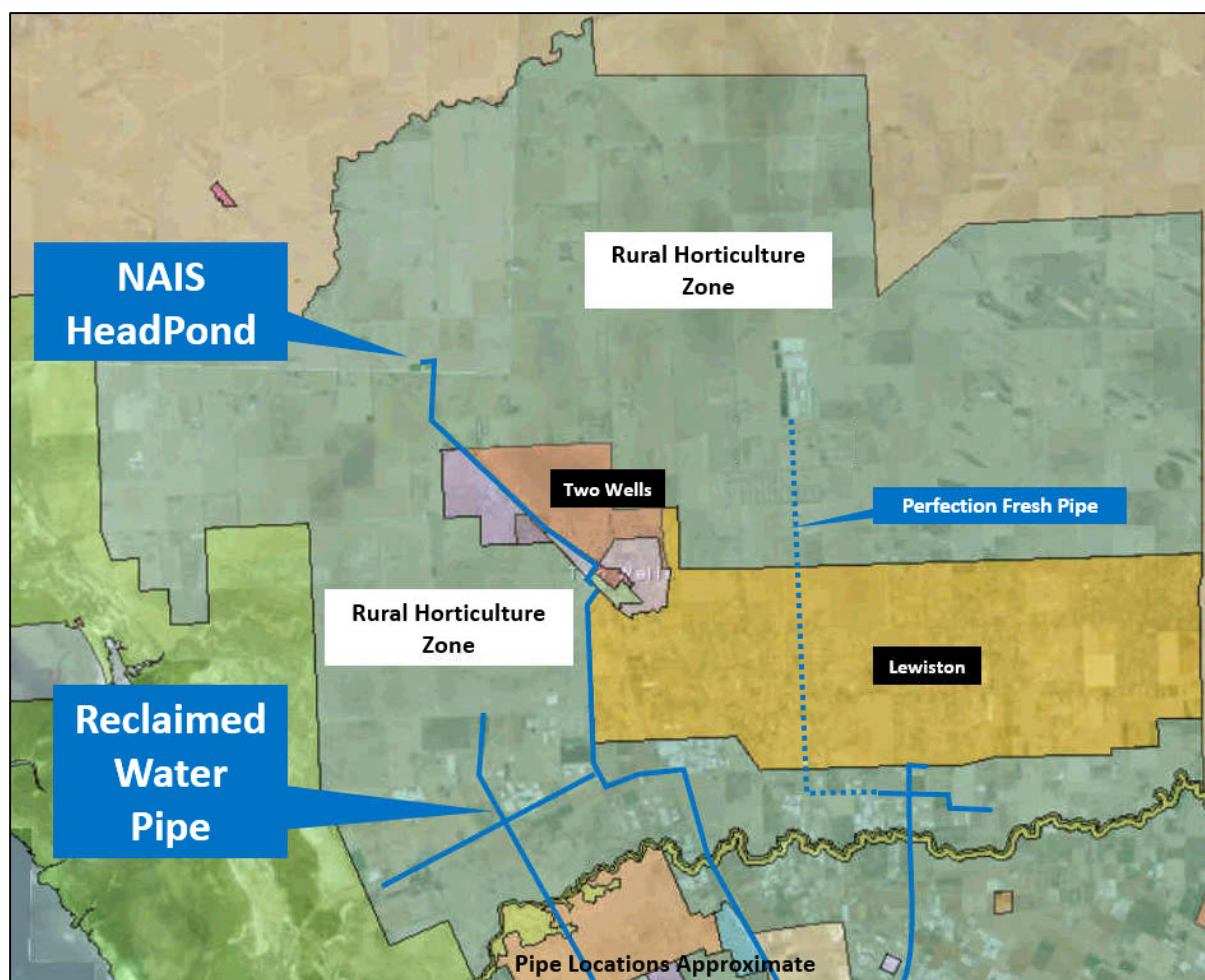
Council has limited direct funding capacity to increase capital works consequent on urban growth. Be it CWMS, sport and recreation facilities, footpaths, roads, and buildings, community spaces or offices.

<sup>10</sup> Numbers are summarised from the draft Asset Strategic Plan accessed mid-2021. Refer to the document for detail.



### *Northern Adelaide Food Bowl and Irrigation Scheme*

The Northern Adelaide Irrigation Scheme (NAIS) provides recycled water to irrigate crops, particularly horticulture. The project jointly funded by the South Australian and Australian Governments involved new water treatment facilities at Bolivar.



*The Rural Horticulture Zone has a total area of 17,600 hectares*

Delivered by SA Water, NAIS was intended to unlock 12GL of water to be used in agricultural food production. The goal is to support development of over 300 hectares of high-technology horticulture, and a further 2,700 hectares of advanced agri-food production.

Capital contribution, availability charges and consumption charges all form part of potential users of NAIS accessing the water. [sawater.com.au/naais/invest-in-naais](http://sawater.com.au/naais/invest-in-naais)

Current arrangements entail extremely low rates of take up of NAIS. The horticulture industry cite barriers of high capital contribution/connection costs, infrastructure augmentation requirements, access to NAIS infrastructure and the high cost and quality of water. This results in economic development, particularly horticulture, not being stimulated. The Rural Horticulture Zone is a total area of 17,600 hectares.

The Allied Food Industries Land Supply Study<sup>11</sup> of 2017 recognised that high quality, fit for purpose recycled water offered through NAIS will likely lead to a diversification of primary industry activities occurring across southern and central regions and a shift in the manner in which farms operate and the land area required to accommodate new enterprises.

The study flagged that new entrants that may look to establish:

- Intensive horticulture – high value field and enclosed environments (both covered and high-tech)
- Tree crops (i.e. nuts, olives)
- Intensive animal keeping (e.g. feedlots, intensive poultry and pork)
- Viticulture;
- Organic produce
- Speciality crops (e.g. medical cannabis or hemp for fibre).

Direct allied food industries may include:

- Washing/processing/packing of produce (e.g. packing shed)
- Winery
- Bulk commodity storage
- Feed/hay processing mill

Ancillary food industries may include:

- Chemical resellers
- Cold storage
- Transport and logistics
- Equipment sales and service
- Nurseries
- Value-adding industries (e.g. food manufacturers)

NAIS head-ponds and pipes were installed in Adelaide Plains around 2018 – 2020. This occurred concurrent with an update regarding the Horticulture Zone in the then Development Plan (now Planning and Design Code).

The development of NAIS to its full potential would lead to establishment of a diverse range of horticulture based and allied development south of Light River and centred around Two Wells. This will significantly intensify land use activity and economic development through this area.

Uneconomic pricing of water is a current barrier.

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<sup>11</sup> [apc.sa.gov.au/\\_data/assets/pdf\\_file/0017/355211/Allied-Food-Industries-Land-Supply-Study.pdf](http://apc.sa.gov.au/_data/assets/pdf_file/0017/355211/Allied-Food-Industries-Land-Supply-Study.pdf)

## Tourism

The signature tourist attractors to Adelaide Plains include the Adelaide International Bird Sanctuary, Mallala Motor Sport Park, and the Mallala Museum.

Along with these, as an established agricultural area, places valued by residents are also enjoyed by visitors. For example, the Two Wells Bakery, recreating in parks and reserves – be it walking, cycling or horse based - experiencing older buildings, and visiting cemeteries.

The development of an integrated Tourism and Economic Development Strategy (TEDS) is widely recognised as a priority project for the growing Adelaide Plains economy and a community sited at the fringe of metropolitan Adelaide in the company of key coastal and regional partners. Key themes in the preparation of the Draft Tourism and Economic Development Strategy revolve around the Adelaide Plains Coast, Main Streets and Townships, Primary Industries and Food and Business Support and Growth. Supporting themes revolve around Population, Infrastructure and Employment.



*The Adelaide International Bird Sanctuary, Mallala Motorsport Park, and Mallala Museum are key attractors for visitors to Adelaide Plains*

Compared to other regions, Adelaide Plains is less well known for tourism experience. Opportunities to augment visitor experiences should be considered.

### Projected Urban Growth Rate 2021 - 2041

South Australia is a small economy impacted by global economic trends. SA has historically had low growth per annum. Noting ongoing Commonwealth interest to foster and balance growth across Australia, it is not expected SA's rate of growth on a national basis will differ markedly from the past.

One of COVID's impacts is to reduce Australia's long term population growth<sup>12</sup>.

Pre COVID, Australia was expected to have 33.3M in 2041. Post COVID, Australia is expected to have 31.5M in 2041. In 2041, there be 111,000 fewer South Australians. idconsulting state 'If you're planning over a 15-year+ horizon, the story is simple: fewer dwellings are forecast to be built in all regions, but most significantly in the inner city and growth areas'.

This projection about Adelaide Plains – including as a growth areas - is on the basis of South Australia continuing to experience low steady economic growth.

Two Wells/Lewiston is part of Adelaide's North Region<sup>13</sup>. The North Region is the fastest growing region in SA, with significant industrial and horticultural areas. The area has extensive options for development including Two Wells, Buckland park, Roseworthy, Angle Vale and Playford. The age structure for this region reflects a large 'young' and 'older' working-age cohort with a substantial 0-14 age cohort.

### 3.3 Adelaide - North Region (SA4)

Including Elizabeth, Salisbury, Modbury, Enfield, Mawson Lakes, Gawler, Virginia, Two Wells and Roseworthy

#### Region Summary

The Adelaide - North region consists of Salisbury, Playford, Tea Tree Gully and Gawler councils, the eastern portion of Port Adelaide Enfield council, and small parts of the Adelaide Plains, Light and Barossa councils adjacent to Playford and Gawler.

The area has significant industrial precincts and also substantial horticulture areas. It is the fastest growing region in the state and at the 2016 census, the population was 429,924.

Gawler is the largest town with a population of 26,472.

This region has extensive options for future development particularly around Playford, Buckland Park, Gawler, Two Wells, Angle Vale and Roseworthy.



<sup>12</sup> Demographic Delays – How Closed Borders will Impact the Future Demand for Services, idinformeddecisions, May 2021

<sup>13</sup> Population Projections for South Australia and Regionals, 2016 – 41 Government of South Australia



*Two Wells/Lewiston are part of the Adelaide North Region*

Growth in Adelaide Plains will be impacted by nearby urban growth, such as in Playford and Light. Major estates like Roseworthy and Riverlea will accommodate their share of growth, and will impact the rate of completion of major estates as well as minor infill in Adelaide Plains.

Similarly, the rate by which employment in the northern food bowl grows will impact the rate of growth.

That said, the comparatively high rate in 2020 and 2021 appears consequent on various factors coinciding:

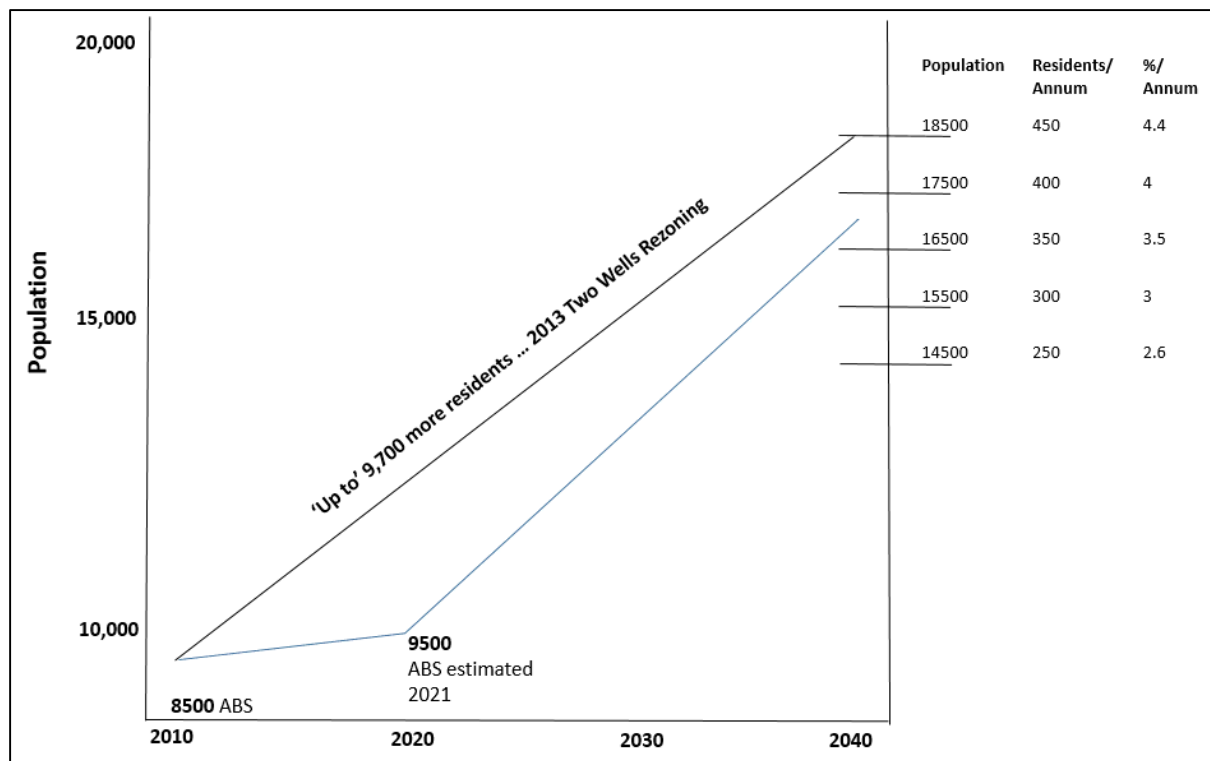
- Release of serviced land in Liberty
- Completion of infrastructure (including the Catholic secondary)
- Opening of the northern connector
- Commonwealth Covid related stimulus allowed for new housing
- Upgrades of community infrastructure, such as Two Wells main street and the Town Square
- The increased capability to work from home

Two Wells is an established community and township which prospective home builders immediately experience rather than waiting for these to be established. It is recognised that current retail offerings and social services will not adequately provide for the volume of forecast residential population.

One risk is that the COVID stimulus has brought forward demand that may in a few years see a slowing of the rate. Council's role to plan and upgrade infrastructure as well as deliver a range of services to enable liveable communities will continue to be critical to underpin investment confidence, be it a homebuilder or business.

Potential growth rates based around annual population increases over the next 20 years are outlined below:

Population (Council Area)	2020	2041	Average % increase/PA
Average Increase / Annum			
250	<b>9441 ABS</b>	14441	2%
300		15441	2.25%
350		16441	2.5%
400		17441	2.75%
450		18441	3%
2013 Two Wells DPA 'up to 9700 more residents' over 20 to 30 years		18200	3.8%



If planned residential growth occurs as forecast, Two Wells will grow from around 2555 in 2016 to around 12,500 - 13,000 in 2041. Two Wells goes from being the 41<sup>st</sup> to around the 12<sup>th</sup> largest town in South Australia.

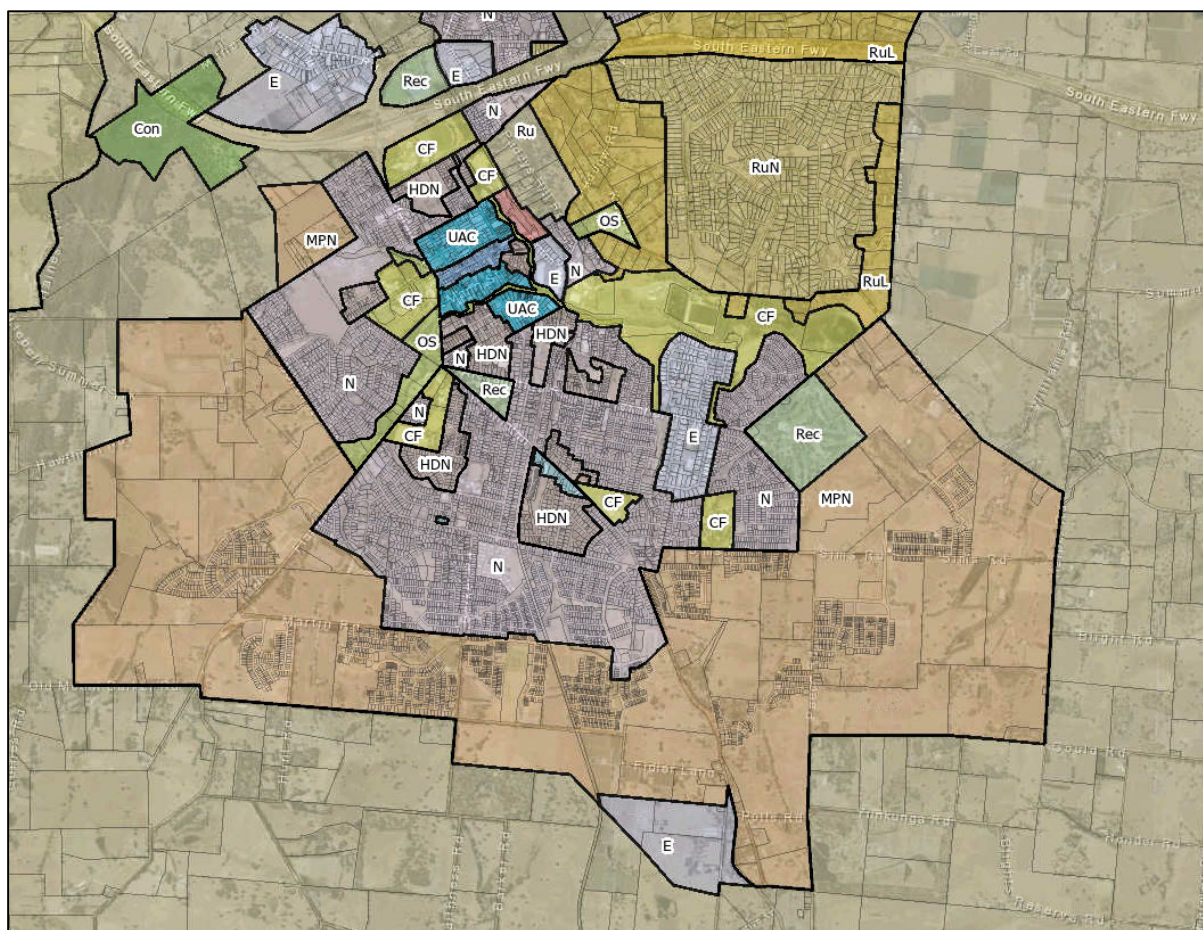
<b>Two Wells – from SA's 41st to 12th largest town in 20 years</b>			
		2016	2041
1.	Adelaide	1.165M	
			(Mt Barker Council Area 56,000)
2.	Gawler	26,472	
3.	Mt Gambier	26,148	
4.	Whyalla	21,501	
5.	Murray Bridge	16,804	
6.	Mt Barker Council Area	17,365	
7.	Victor Harbour	15,265	
8.	Crafers-Bridgewater	15,125	
9.	Pt Pirie	15,343	
10.	Pt Lincoln	14,088	
11.	Pt Augusta	12,896	
			Two Wells 12,500 – 13,000
12.	Goolwa	7,717	
13.	Nuriootpa		
14.	Strathalbyn		
15.	Naracoorte		
16.	Narine		
17.	Millicent		
18.	Renmark		
19.	Kadina		
20.	Tanunda		
21.	Moonta		
22.	Berri		
23.	Walleroo		
24.	Loxton		
25.	Roxby Downs		
26.	Clare		
27.	McLaren Vale		
28.	Angle Vale		
29.	Bordertown		
30.	Kapunda		
31.	Mannum		
32.	Hahndorf		
33.	Williamstown		
34.	Ceduna		
35.	Willunga		
36.	Lobethal		
37.	Freeling		
38.	Angaston	2044	
39.	Barmera	1935	
40.	Crystal Brook	1935	
41.	Two Wells	1926	
42.	Normanville	1906	

## Comparing Two Wells and Mt Barker

The town of Mount Barker has and continues to experience significant urban growth. Rezoning enabling growth at Two Wells and Mt Barker townships occurred after 2011.

Comparing both based on ABS and population forecasts indicates the significant scale and rate of growth that may be impacting Two Wells in coming years as well as giving some context to that potential growth.

2011 - 2036	Mt Barker / Wistow <sup>14</sup>	Two Wells <sup>15</sup>
Population Growth	21,928	10,220
2036	33,883	12,500
2021	18,401	2,743
2016	14,025	2,510
2011	11,955	2,280



*Land Zoned around Mt Barker is Enabling Further Urban Growth*

<sup>14</sup> Based on Mt Barker and Wistow, and Mt Barker Growth Area [profile.id.com.au/mount-barker](https://profile.id.com.au/mount-barker)

<sup>15</sup> [profile.id.com.au/adelaide-plains](https://profile.id.com.au/adelaide-plains) and staff analysis of envisaged land division at Two Wells

### **Options for Future Planned Urban Growth**

Council is aware of the ongoing challenge of planning for urban growth along with agricultural based business. Opening up land for new development will increase supply and impact the market as well as place more demand on services and infrastructure.

This is a consideration around what the need for land is, which land to rezone, and the timing of rezoning and land release. Other factors in planning for growth and whether to rezone further land include already available zoned and serviced land, value of land for primary production, flood risk, and the benefit to each town economically, socially and environmentally.

Regarding Two Wells and Dublin, in 2019 Council provided in-principle support to the Hicks Group Ltd and Leinad Land Developments (Dublin) Pty Ltd to advocate for boundary change to the Environment and Food Production Area (EFPA). There has been no change to the EFPA that would allow the rezoning of further residential land to date.

Mallala has zoned land yet to be developed. Likewise, there are land parcels in Rural Living Zones as yet to be developed, and the Deferred Urban land is a consideration.

A clear vision is needed to guide future planned urban growth.

Vision needs to be informed by investigations relevant to the context of each township that has regard to economic, social and environmental considerations.

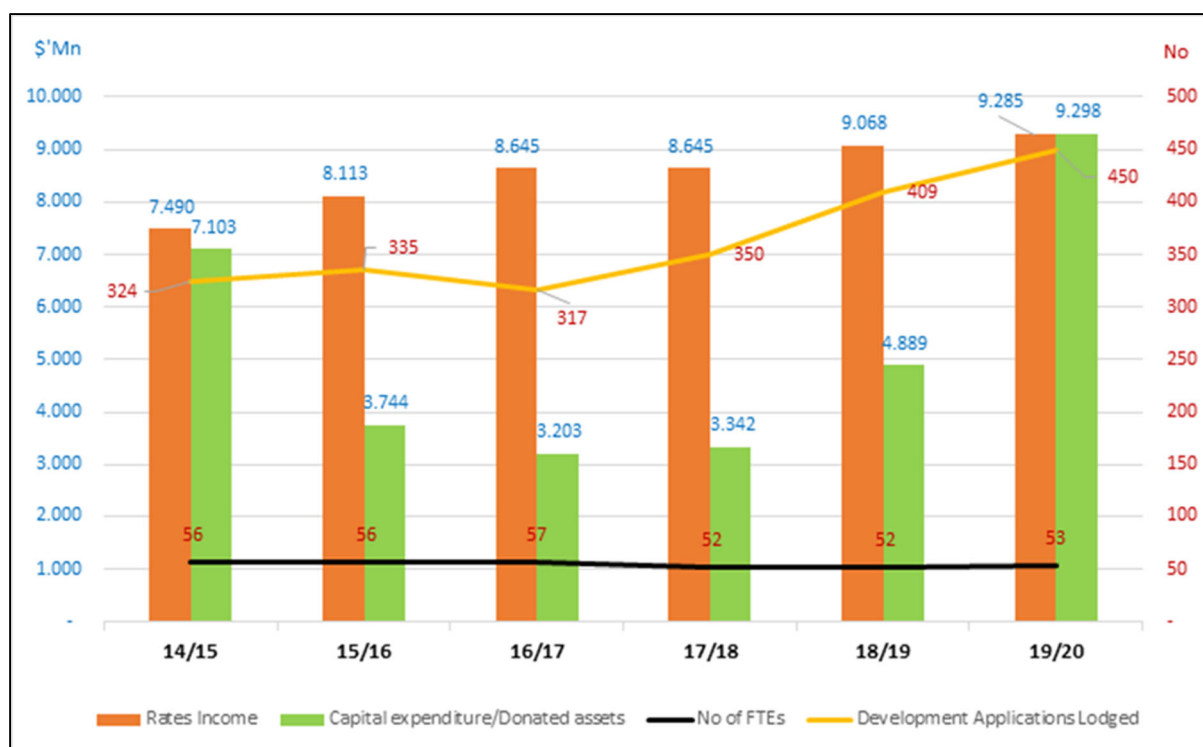
This includes future potential urban growth at Two Wells and Dublin noting Council's support for progressing two rezoning objectives.

## Local Government Impacts

Councils are faced with the need to balance service levels within financial constraints while meeting the expectations of the community. Councils must discharge their legal obligations as determined by several Acts of Parliament relative to the role of Local Government. Consequently responsible financial management and in particular, appropriate rates levels are necessary to provide the financial resources to meet those expectations and obligations. This is increasingly difficult in a growth environment when budgets are challenged by multiple needs, emerging community expectations and significant expenditure mandated by various legislative obligations.


It is widely acknowledged that Local Government is under significant pressure to provide ongoing and improved levels of service delivery while taking on additional responsibilities which were the traditional role of State and Federal Governments.

As a consequence Council is beginning to experience an awareness of the difficulty in meeting ongoing community expectations for service within existing organisation structures and financial constraints. The ability to maintain quality service delivery while at the same time manage expanded service role expectations and facility demand is an important challenge to address.



Rapid urban growth will place infrastructure, community services and assets under increasing pressure. Urban growth will place all areas of Councils services under increased strain and demand for services and infrastructure upgrades, outside mandate infrastructure maintenance, will increase exponentially in coming years.

To address this pressure, Council needs a coordinated approach to managing and facilitating growth and the provision of necessary infrastructure and services that leads to liveable and economic towns and districts.

 <b>Adelaide Plains Council</b>	<b>15.4</b>	<b>Dog Management in Adelaide Plains Update August 2021</b>
	<b>Department:</b>  <b>Report Author:</b>	<b>Development and Community</b>  <b>Manager Regulatory</b>
<b>Date: 23 August 2021</b>	<b>Document Ref:</b>	<b>D21/36521</b>

## **OVERVIEW**

### **Purpose**

To provide Council with further information regarding dog management matters, in particular related to dog barking and stock attacks, and how they are addressed by Council's Regulatory Services Department.

### **Background**

At the 22 February 2021 ordinary meeting, members were provided with an overview of dog management and the issues that Council's Regulatory Services team must address when investigating dog barking and stock attack complaints.

Both matters have the potential to impact significantly on members of the community. Dog barking can be a considerable nuisance and has the potential to impact on the health and wellbeing of people living in a particular locality. Stock attack events can result in the severe injury or death of farm animals and pets, leading to significant emotional and financial stress.

### **Discussion**

#### **Dog Barking**

Members may be aware of a long standing nuisance dog barking matter on a property at Dublin, and the impacts this was having on residents of an adjoining allotment.

After a lengthy investigation by Council Regulatory staff, this matter was recently considered in the Magistrates Court, where the Court found the person responsible for the relevant dogs guilty of three charges under Section 45A(5) of the *Dog and Cat Management Act 1995* (the Act).

Under the Act, a person who owns or is responsible for the control of a dog is guilty of an offence if the dog (either alone or together with other dogs, whether or not in the same ownership) creates a noise, by barking or otherwise, which persistently occurs or continues to such a degree or extent that it unreasonably interferes with the peace, comfort or convenience of a person.

This successful court prosecution undertaken by Council resulted in the defendant receiving a conviction. In addition, they were fined and ordered to pay prosecution costs.



Significantly, and upon application by Council's solicitors, the Court also made orders under the Act, preventing the defendant from keeping any dogs on the relevant property. The orders also gave Council's Authorised Officers the power to seize any dogs remaining on the property after a certain date. Fortunately this action was not required, as the defendant in this matter and the dogs in question, subsequently vacated the premises.

It is of note that Council's prosecution case related only to barking that was considered above and beyond what is reasonable and acceptable, acknowledging that dog barking is a natural behaviour and is not expected to be eliminated. Court action was also only undertaken after all other measures to resolve the issue had been exhausted, including providing the person responsible for the dogs fair and reasonable timeframes to address the issues.

In recent correspondence Council's legal advisors declared

*"Overall, this is an excellent outcome for a dog barking matter, achieved due to the evidence the Council was able to persevere to obtain".*

In addition to the collection of this evidence, Council staff were also involved in the following:

- Serving of documents on the defendant
- Making regular contact with the complainant to keep informed of progress
- Liaison with and preparation and submission of evidence for Council's legal advisors
- Clarification of proposed Court submissions and orders
- Making of a Control (Barking Dog) Order and issuing of expiation
- Meetings with the complainant and owner/person responsible for the dogs

Importantly, it is acknowledged that the provision of numerous dog noise records (diaries) over a considerable period of time by the complainant, along with their willingness to assist Council staff, was also a key contributing factor to a successful prosecution.

## **Stock Attack**

Council's Community Safety Officer was recently contacted on a weekend and asked to attend a farming property where the land owner had destroyed two dogs that had attacked and killed a number of breeding stock on his property. The dogs were aggressive and not approachable, and under the Act the property owner was entitled to destroy the animals.

Upon attending the property the Officer scanned the deceased dogs for microchips to identify and notify their owner(s). In addition, they took photographs and made notes as evidence. Unfortunately the dogs had no identifying tags or collars and no microchips were detected, however discussions with the property owners identified a possible locality where the dogs may have lived.

Further discussions with property owners in this locality resulted in the Officer locating the origin and owner of the deceased dogs. It was subsequently determined that the dogs, which were unregistered, had travelled almost five kilometres to carry out the stock attack.

The Officer then notified the stock owner that he had located the owner of the dogs, and requested that a statement be provided in order for Council to proceed with an investigation for offences under the Act. Rights to civil action under the Act, i.e. to seek compensation for loss of stock, were also explained.



As a result of evidence gathered and provided, Council staff have issued expiations for several offences. Council will not need to pursue more complex actions relating to destruction, seizing or detaining the relevant animals, or make any orders as allowed under the Act. The dogs were quickly identified, unlike in attacks which occur at night where the dogs responsible are not sighted. The provision and setting of traps was also not required.

#### Summary

Dog barking and stock attack matters are investigated by Council in accordance with the requirements of the *Dog and Cat Management Act 1995*. The Act outlines options available to Council's Authorised Persons for investigating and addressing such matters. Significant penalties and expiation fees exist for dog owners breaching relevant provisions of the Act relating to dog barking and attacks.

Council staff have recently coordinated a successful prosecution in relation to a dog barking matter at Dublin, and have finalised investigations in relation to a stock attack. In both cases the collection of adequate evidence by Council staff and adherence to the legislative requirements has led to successful conclusions to the issues.

### **RECOMMENDATION**

**"that Council, having considered Item 15.4 – *Dog Management in Adelaide Plains Update August 2021*, dated 23 August 2021, receives and notes the report."**

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### **Attachments**

Nil

### **References**

#### Legislation

*Dog and Cat Management Act 1995*