

# 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 October 2023 at 4.30pm**

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

James Miller  
**CHIEF EXECUTIVE OFFICER**

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**1 ACKNOWLEDGEMENT OF COUNTRY**

Council acknowledges that we meet on the traditional country of the Kurna 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 and we acknowledge that they are of continuing importance to the Kurna people living today.

**2 ATTENDANCE RECORD**



### **3 CONFIRMATION OF COUNCIL MEETING MINUTES**

#### **3.1 Confirmation of Minutes - Ordinary Council Meeting - 25 September 2023**

**“that the minutes of the Ordinary Council Meeting held on 25 September 2023 (MB Folios 17886 to 17901 inclusive) be accepted as read and confirmed.”**

**CONFIDENTIAL**

# MINUTES

of the

**Ordinary Council Meeting**



Held, pursuant to the provisions of the  
*Local Government Act 1999*, in the

**Council Chamber  
Redbanks Road  
Mallala**

on

**Monday 25 September 2023 at 4.30pm**

4.30pm Mayor Wasley formally declared the meeting open.

## **1 ACKNOWLEDGEMENT OF COUNTRY**

Council acknowledges that we meet on the traditional country of the Kurna 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 and we acknowledge that they are of continuing importance to the Kurna people living today.

## **2 ATTENDANCE RECORD**

### **Present:**

Mayor Mark Wasley  
Councillor Alana Bombardieri  
Councillor Kay Boon  
Councillor Terry-Anne Keen  
Councillor John Lush  
Councillor Dante Mazzeo  
Councillor Margherita Panella (from 5.07pm)  
Councillor David Paton (from 4.41pm)  
Councillor Marcus Strudwicke  
Councillor Eddie Stubing

### **Staff in Attendance:**

Chief Executive Officer	Mr James Miller
Director Corporate Services	Ms Sheree Schenk
Director Finance	Mr Rajith Udugampola
Director Growth and Investment	Mr Darren Starr
Director Infrastructure and Environment	Mr Thomas Jones
Group Manager – Development and Community	Mr Michael Ravno
Manager Governance	Ms Rachel Kammermann
Executive Assistant to the CEO and Mayor/Minute Taker	Ms Susan Cook
Administration Support Officer Infrastructure and Environment	Ms Lauren Bywaters
Information Technology Officer	Mr Sean Murphy
Marketing and Communications Officer	Ms Clarisse Semler-Hanlon

### **Apologies:**

Nil

### 3 MINUTES

#### 3.1 CONFIRMATION OF MINUTES - ORDINARY COUNCIL MEETING - 28 AUGUST 2023

##### RESOLUTION 2023/268

Moved: Councillor Keen

Seconded: Councillor Boon

“that the minutes of Ordinary Council Meeting held on 28 August 2023 (MB Folios 17867 to 17880 inclusive) be accepted as read and confirmed.”

CARRIED

#### 3.2 CONFIRMATION OF MINUTES - SPECIAL COUNCIL MEETING - 5 SEPTEMBER 2023

##### RESOLUTION 2023/269

Moved: Councillor Lush

Seconded: Councillor Mazzeo

“that the minutes of Special Council Meeting held on 5 September 2023 (MB Folios 17881 to 17885 inclusive) be accepted as read and confirmed.”

CARRIED

### 4 BUSINESS ARISING

Nil

### 5 DECLARATION OF MEMBERS' INTEREST

Nil

### 6 ADJOURNED BUSINESS

Nil

### 7 MAYOR'S REPORT

#### 7.1 MAYOR'S REPORT - SEPTEMBER 2023

##### RESOLUTION 2023/270

Moved: Councillor Strudwicke

Seconded: Councillor Mazzeo

“that Council, having considered Item 7.1 – *Mayor's Report – September 2023*, dated 25 September 2023, receives and notes the Report.”

CARRIED

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

Nil

**9 DEPUTATIONS****9.1 DEPUTATION - LOUIE BOURAS - LIFESTYLE FACILITY IN ADELAIDE PLAINS COUNCIL**

Mr Louie Bouras gave an 8-minute presentation seeking support for a potential facility catering for the aging population in and around Two Wells, including taking questions of Members.

4.41pm Councillor Paton entered the meeting.

**10 PRESENTATIONS/BRIEFINGS****10.1 PRESENTATION - MS KATHARINE WARD - GAWLER RIVER FLOOD MANAGEMENT BUSINESS CASE**

Ms Katharine Ward, Project Manager Gawler River Flood Management from the Department for Environment and Water, gave a 46-minute presentation regarding the Gawler River Flood Management Business Case, including taking questions of Members.

5.07pm Councillor Panella entered the meeting.

**10.2 PRESENTATION - MR ANTHONY FOX - NORTHERN AND YORKE LANDSCAPE BOARD**

Mr Anthony Fox, General Manager, and Ms Rebecca Howard, Business Manager of the Northern and Yorke Landscape Board, gave a 26-minute presentation regarding the activities of the Board in the Adelaide Plains Council area, including taking questions of Members.

**11 PETITIONS**

Nil

**12 COMMITTEE MEETING MINUTES****12.1 MINUTES OF THE AUDIT COMMITTEE MEETING HELD 4 SEPTEMBER 2023****RESOLUTION 2023/271**

**Moved:** Councillor Mazzeo

**Seconded:** Councillor Strudwicke

**“that Council receives and notes the *Minutes of the Audit Committee Meeting* held 4 September 2023 as presented at Attachment 1 to this Report.”**

**CARRIED**

**RESOLUTION 2023/272****Moved: Councillor Boon****Seconded: Councillor Keen**

**“that Council, having considered Item 12.1 – *Minutes of the Audit Committee Meeting held 4 September 2023*, dated 25 September 2023, endorses resolution 2023/051 of the Audit Committee and in doing so adopts updated Rating Policy as presented at Attachment 2 to this Report.”**

**CARRIED****RESOLUTION 2023/273****Moved: Councillor Strudwicke****Seconded: Councillor Stubing**

**“that Council, having considered Item 12.1 – *Minutes of the Audit Committee Meeting held 4 September 2023*, dated 25 September 2023, endorses resolution 2023/052 of the Audit Committee and in doing so: -**

- 1. Rescind the current Procurement Policy as presented as Attachment 3 to this Report; and**
- 2. Adopt the proposed Procurement Policy as presented as Attachment 4 to this Report subject to the following amendment: -**
  - the inclusion of a requirement that all exemptions approved by the Chief Executive Officer pursuant to Clause 8 of the policy be reported to the Audit Committee on a bi-annual basis.”**

**CARRIED****RESOLUTION 2023/274****Moved: Councillor Keen****Seconded: Councillor Boon**

**“that Council, having considered Item 12.1 – *Minutes of the Audit Committee Meeting held 4 September 2023*, dated 25 September 2023, endorses resolution 2023/053 of the Audit Committee and in doing so adopts draft Fraud, Corruption, Misconduct and Maladministration Prevention Policy as presented at Attachment 5 to this Report.”**

**CARRIED****RESOLUTION 2023/275****Moved: Councillor Strudwicke****Seconded: Councillor Lush**

**“that Council, having considered Item 12.1 – *Minutes of the Audit Committee Meeting held 4 September 2023*, dated 25 September 2023, endorses resolution 2023/055 of the Audit Committee and in doing so authorises the Chief Executive Officer to extend the contract for the provision of audit service with Mr. Tim Muhlhausler of Galpins Accountants, Auditors & Business Consultants by one (1) year to include the audit of 2023/2024 Financial Year.”**

**CARRIED**

### 13 SUBSIDIARY MEETINGS

#### 13.1 LEGATUS ORDINARY MEETING AND ANNUAL GENERAL MEETING - 25 AUGUST 2023

##### RESOLUTION 2023/276

Moved: Councillor Strudwicke

Seconded: Councillor Keen

**“that Council receive and note the draft Minutes of the Legatus Ordinary Meeting and Annual General Meeting dated 25 August 2023.”**

**CARRIED**

### 14 REPORTS FOR DECISION

#### 14.1 APPOINTMENT OF DEPUTY MAYOR

Mayor Wasley sought leave of the meeting to suspend meeting procedures pursuant to regulation 20(1) of the *Local Government (Procedures at Meetings) Regulations 2013* (SA) for a period of time sufficient to facilitate informal discussions in relation to the potential appointment of a Deputy Mayor.

Leave was granted.

6.02pm The meeting was suspended.

6.06pm The meeting resumed.

##### RESOLUTION 2023/277

Moved: Councillor Keen

Seconded: Councillor Boon

**“that Council, having considered Item 14.1 – *Appointment of Deputy Mayor*, dated 25 September 2023, receives and notes the Report, and in doing so resolves that: -**

- 1. The term of office for the position of Deputy Mayor for the Adelaide Plains Council be from 29 November 2023 until 29 November 2024;**
- 2. The method of choosing a Deputy Mayor be by an indicative vote and resolution to determine the preferred person; and**
- 3. Upon completion of the vote, Council will, by subsequent resolution, appoint the successful Council Member as its Deputy Mayor.”**

**CARRIED**

Mayor Wasley sought leave of the meeting to suspend meeting procedures pursuant to regulation 20(1) of the *Local Government (Procedures at Meetings) Regulations 2013* (SA) for a period of time sufficient to facilitate informal discussions, and an indicative vote, in relation to the preferred person to fill the position of Deputy Mayor.

Leave was granted.

6.09pm The meeting was suspended.

6.15pm The meeting resumed.

6.16pm Councillor Strudwicke declared a material conflict of interest and left the meeting.

**RESOLUTION 2023/278**

**Moved: Councillor Keen**

**Seconded: Councillor Boon**

**“that Council, having considered Item 14.1 – *Appointment of Deputy Mayor*, dated 25 September 2023, appoints Councillor Strudwicke as Deputy Mayor for the Adelaide Plains Council from 29 November 2023 until 29 November 2024.”**

**CARRIED**

6.18pm Councillor Strudwicke returned to the meeting.

**14.2 SOCIAL MEDIA PROGRESS UPDATE**

6.22pm Councillor Stubing left the meeting.

6.24pm Councillor Stubing returned to the meeting.

Mayor Wasley sought leave of the meeting to suspend meeting procedures pursuant to regulation 20(1) of the *Local Government (Procedures of Meetings) Regulations 2013* (SA) for a period of time sufficient to facilitate informal discussions.

Leave was granted.

6.31pm The meeting was suspended.

6.41pm The meeting resumed.

**RESOLUTION 2023/279**

**Moved: Councillor Mazzeo**

**Seconded: Councillor Keen**

**“that Council, having considered Item 14.2 – *Social Media Progress Update*, dated 25 September 2023, receives and notes the Report, and in doing so instructs the Chief Executive Officer to progress with the development of a Digital Media Strategy taking a two-way approach to social media communication.”**

**CARRIED UNANIMOUSLY**

**RESOLUTION 2023/280**

**Moved: Councillor Strudwicke**

**Seconded: Councillor Mazzeo**

**“that Council, having considered Item 14.2 – *Social Media Progress Update*, dated 25 September 2023, acknowledges that in advancing a Digital Media Strategy, that Council must review and endorse the following policies: -**

- Social Media Policy;
- Media Policy; and
- Any other allied policies that relate to the introduction of a Digital Media Strategy”

**CARRIED**



**RESOLUTION 2023/281****Moved: Councillor Bombardieri****Seconded: Councillor Stubing**

**“that Council, having considered Item 14.2 – *Social Media Progress Update*, dated 25 September 2023, instructs the Chief Executive Officer to launch Adelaide Plains Council social media profiles (Facebook and Instagram) on 24 October 2023 following Council’s consideration and endorsement at its October 2023 Ordinary Meeting of a revised Social Media Policy and Media Policy, together with the draft Digital Media Strategy.”**

**CARRIED UNANIMOUSLY****RESOLUTION 2023/282****Moved: Councillor Keen****Seconded: Councillor Mazzeo**

**“that Council, having considered Item 14.2 – *Social Media Progress Update*, dated 25 September 2023, instructs the Chief Executive Officer to facilitate a pre-launch information briefing session with the elected body prior to going live on 24 October 2023, which will include presenting the draft Digital Media Strategy.”**

**CARRIED UNANIMOUSLY****14.3 LIQUOR LICENCE APPLICATIONS - PUBLIC CONSULTATION****RESOLUTION 2023/283****Moved: Councillor Strudwicke****Seconded: Councillor Keen**

**“that Council, having considered Item 14.3 – *Liquor Licence Applications - Public Consultation*, dated 25 September 2023, receives and notes the Report, and in doing so further to Council resolution 2023/247, instructs the Chief Executive Officer to undertake public consultation (at Council’s cost) in relation to Liquor Licence application proposals by the Thompson Beach Progress Association, Mallala and Districts Lions Club and Mallala Football Club, using the following consultation measures:**

- Local newspapers and Council website public notices;
- Written correspondence to adjacent residents and/or other stakeholders;
- Fixed notice within Council’s Principal Office, and Two Wells Service Centre.”

**CARRIED****RESOLUTION 2023/284****Moved: Councillor Keen****Seconded: Councillor Strudwicke**

**“that Council, having considered Item 14.3 – *Liquor Licence Applications - Public Consultation*, dated 25 September 2023, acknowledges that its current Public Consultation Policy is due for review, and that any review undertaken should consider cost recovery options for discretionary public consultation in certain circumstances.”**

**CARRIED**

#### 14.4 DRAFT MOBILE FOOD VENDOR POLICY

##### RESOLUTION 2023/285

Moved: Councillor Stubing

Seconded: Councillor Bombardieri

“that Council, having considered Item 14.4 – *Draft Mobile Food Vendor Policy*, dated 25 September 2023, receives and notes the Report, and in doing so instructs the Chief Executive Officer to undertake public consultation on the proposed draft *Mobile Food Vendor Policy* as presented at Attachment 1 to this Report.”

CARRIED

#### 15 REPORTS FOR INFORMATION

##### 15.1 COUNCIL RESOLUTIONS - STATUS REPORT

##### RESOLUTION 2023/286

Moved: Councillor Panella

Seconded: Councillor Mazzeo

“that Council, having considered Item 15.1 – *Council Resolutions - Status Report*, dated 25 September 2023, receives and notes the Report.”

CARRIED UNANIMOUSLY

##### 15.2 CAPITAL WORKS AND OPERATING PROGRAM MONTHLY UPDATE - SEPTEMBER 2023

##### RESOLUTION 2023/287

Moved: Councillor Keen

Seconded: Councillor Panella

“that Council, having considered Item 15.2 - *Capital Works and Operating Program Monthly Update - September 2023*, dated 25 September 2023, receives and notes the Report.”

CARRIED UNANIMOUSLY

##### 15.3 LOCAL GOVERNMENT LEGISLATIVE AMENDMENTS UPDATE

##### RESOLUTION 2023/288

Moved: Councillor Boon

Seconded: Councillor Strudwicke

“that Council, having considered Item 15.3 – *Local Government Legislative Amendments Update*, dated 25 September 2023, 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* (SA).

7.13pm Councillor Bombardieri left the meeting.

7.17pm Councillor Bombardieri returned to the meeting.

**18 MOTIONS ON NOTICE**

Nil

**19 MOTIONS WITHOUT NOTICE**

Nil

**RESOLUTION 2023/289**

Moved: Councillor Strudwicke

Seconded: Councillor Keen

“In accordance with clause 7(6) of the Council *Code of Practice – Meeting Procedures*, the meeting be extended by 30-minutes, from 7.30pm.”

CARRIED

**20 URGENT BUSINESS**

Nil

**21 CONFIDENTIAL ITEMS****21.1 TWO WELLS TOWN CENTRE DEVELOPMENT****RESOLUTION 2023/290**

Moved: Councillor Keen

Seconded: Councillor Mazzeo

“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 Office, Director Corporate Services, Director Finance, Director Growth and Investment, Director Infrastructure and Environment, Group Manager - Development and Community, Manager Governance, Executive Assistant to the Chief Executive Officer and Mayor/Minute Taker, Information Technology Officer and Administration Support Officer Infrastructure and Environment be excluded from attendance at the meeting of Council for Agenda Item 21.1 - *Two Wells Town Centre Development*;
2. Council is satisfied that pursuant to section 90(3)(b) of the *Local Government Act 1999*, Item 21.1 - *Two Wells Town Centre Development* concerns information of a confidential nature, the disclosure of which would involve the unreasonable disclosure of information the disclosure of which could reasonably be expected to confer a commercial advantage on a

person with whom the Council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the Council; and

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 TWO WELLS TOWN CENTRE DEVELOPMENT**

### **RESOLUTION 2023/291**

Moved: Councillor Boon

Seconded: Councillor Stubing

"that Council, having considered Item 21.1 – *Two Wells Town Centre Development*, dated 25 September 2023, receives and notes the Report."

**CARRIED UNANIMOUSLY**

### **RESOLUTION 2023/292**

Moved: Councillor Terry-Anne Keen

Seconded: Councillor Dante Mazzeo

"that Council, having considered the matter of Agenda Item 21.1 – *Two Wells Town Centre Development*, in confidence under sections 90(2) and 90(3)(b) of the *Local Government Act 1999*, resolves that:-

1. The staff report pertaining to Agenda Item 21.1 – *Two Wells Town Centre Development*, remain confidential and not available for public inspection until further order of the Council except such disclosure as the Chief Executive Officer determines necessary or appropriate for the purpose of furthering the discussions or actions contemplated;
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
4. 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**

**21.2 ALEXANDRIA PARK DEVELOPMENT CONCEPT****RESOLUTION 2023/293****Moved: Councillor Keen****Seconded: Councillor Mazzeo****“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 Office, Director Corporate Services, Director Finance, Director Growth and Investment, Director Infrastructure and Environment, Group Manager - Development and Community, Manager Governance, Executive Assistant to the Chief Executive Officer and Mayor/Minute Taker, Information Technology Officer and Administration Support Officer Infrastructure and Environment be excluded from attendance at the meeting of Council for Agenda Item 21.2 - *Alexandria Park Development Concept*;**
- 2. Council is satisfied that pursuant to section 90(3)(b) of the *Local Government Act 1999*, Item 21.2 - *Alexandria Park Development Concept* concerns information of a confidential nature, the disclosure of which would involve the unreasonable disclosure of commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and**
- 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****RESOLUTION 2023/294****Moved: Councillor Bombardieri****Seconded: Councillor Boon**

**“that Council, having considered Item 21.2 – *Alexandria Park Development Concept*, dated 25 September 2023, receives and notes the Report and in doing so notes the presentation to Council by Mr Tony Lufti on the Alexandria Food Technology & Processing Precinct Proposal.”**

**CARRIED****RESOLUTION 2023/295****Moved: Councillor Mazzeo****Seconded: Councillor Strudwicke**

**“that Council, having considered Item 21.2 – *Alexandria Park Development Concept*, dated 25 September 2023, provide ‘in-principle’ support for further investigation of the Alexandria Food Technology & Processing Precinct within the Strategic Employment Zone at Dublin, noting further detailed investigations are required and development of the land will be subject to necessary statutory assessment and approval processes.”**

**CARRIED UNANIMOUSLY**

## RESOLUTION 2023/296

Moved: Councillor Strudwicke

Seconded: Councillor Stubing

“that Council, having considered Item 21.2 – *Alexandria Park Development Concept*, dated 25 September 2023, instruct the Chief Executive Officer to provide an ‘in-principle’ letter of support to Mr Tony Lufti to outline its ‘in-principle’ support for further investigation of the Alexandria Food Technology & Processing Precinct within the Strategic Employment Zone at Dublin, noting further detailed investigations are required and development of the land will be subject to necessary statutory assessment and approval processes.”

CARRIED UNANIMOUSLY

## RESOLUTION 2023/297

Moved: Councillor Keen

Seconded: Councillor Mazzeo

## RECOMMENDATION

“that Council, having considered the matter of Agenda Item 21.2 - *Alexandria Park Development Concept* in confidence under of the *Local Government Act 1999*, resolves that:-

1. The staff report, Attachment 1 and the minutes pertaining to Agenda Item 21.2 - *Alexandria Park Development Concept*, remain confidential and not available for public inspection until further order of the Council except such disclosure as the Chief Executive Officer determines necessary or appropriate for the purpose of furthering the discussions or actions contemplated;
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

7.49pm Councillor Boon left the meeting.

## 21.3 SALE OF LAND FOR NON -PAYMENT OF RATES

## RESOLUTION 2023/298

Moved: Councillor Keen

Seconded: Councillor Lush

“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, Director Corporate Services, Director Finance, Director Growth and Investment, Director Infrastructure and Environment, Group Manager - Development and Community, Manager Governance, Executive Assistant to the Chief Executive Officer and Mayor/Minute Taker, Information Technology Officer and

Administration Support Officer Infrastructure and Environment be excluded from attendance at the meeting of Council for Agenda Item 21.3 - Sale of Land for Non-Payment of Rates;

2. Council is satisfied that pursuant to section 90(3)(a) of the *Local Government Act 1999*, Item 21.3 Sale of Land for Non-Payment of Rates concerns information of a confidential nature, the disclosure of which would involve the unreasonable disclosure of information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).; and
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

7.50pm Councillor Boon returned to the meeting.

#### RESOLUTION 2023/299

Moved: Councillor Mazzeo

Seconded: Councillor Strudwicke

"that Council, having considered Item 21.3 – *Sale of Land for Non-Payment of Rates*, dated 25 September 2023, receives and notes the Report, and in doing so: -

1. Authorises the Chief Executive Officer to take action pursuant to section 184 of the *Local Government Act 1999* to recover outstanding rates in accordance with Rates Arrears and Debtor Management Policy from properties listed in Attachment 1 to this Report;
2. Pursuant to sections 38 and 44 of the *Local Government Act 1999* authorises the Chief Executive Officer and the Mayor to execute the necessary documents in relation to the sale of the respective properties (if any) under common seal; and
3. Authorises the Chief Executive Officer or his delegate to call for Expressions of Interest from Licensed Real Estate Agents/Auctioneers to undertake the Auction of those properties that proceed to Public Auction (if any) to recover outstanding rates pursuant to section 184 of the *Local Government Act 1999*."

CARRIED

#### RESOLUTION 2023/300

Moved: Councillor Mazzeo

Seconded: Councillor Keen

"that Council, having considered the matter of Agenda Item 21.3 - *Sale of Land for Non-Payment of Rates* in confidence under of the *Local Government Act 1999*, resolves that:-

1. Attachment 1 pertaining to Agenda Item 21.3 - *Sale of Land for Non-Payment of Rates*, remain confidential and not available for public inspection until further order of the Council except such disclosure as the Chief Executive Officer determines necessary or appropriate for the purpose of furthering the discussions or actions contemplated;
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

#### 21.4 2023 / 2024 CHIEF EXECUTIVE OFFICER KEY PERFORMANCE INDICATORS

##### RESOLUTION 2023/301

Moved: Councillor Keen

Seconded: Councillor Mazzeo

"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, Executive Assistant to the Chief Executive Officer and Mayor/Minute Taker and Administration Support Officer Infrastructure and Environment be excluded from attendance at the meeting of Council for Agenda Item 21.4 - 2023 / 2024 *Chief Executive Officer Key Performance Indicators*;
2. Council is satisfied that pursuant to section 90(3)(a) of the *Local Government Act 1999*, Item 21.4 - 2023 / 2024 *Chief Executive Officer Key Performance Indicators* concerns information of a confidential nature, the disclosure of which would involve the unreasonable disclosure of information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead); and
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

##### RESOLUTION 2023/302

Moved: Councillor Strudwicke

Seconded: Councillor Keen

"that Council, having considered Item 21.4 – 2023 / 2024 *Chief Executive Officer Key Performance Indicators*, dated 25 September 2023, receives and notes the Report and in doing so adopts the below six Key Performance Indicators for the Chief Executive Officer for the period 1 October 2023 to 30 September 2024: -

- Elected Member-Staff Engagement

As a means of establishing a positive culture between the elected body and the administration, the Chief Executive Officer shall implement measures that seek to connect and enhance relations for the betterment of the Council.

- Provision of Statistic Data to Inform Council on Operational Matters

The Chief Executive Officer shall, on a quarterly basis and via a formal report to Council, provide the elected body with high level statistic data on all manner of operational matters (without necessarily divulging names or addresses) including but not limited to:



- development (lodgement numbers, approvals, refusals, timeframe adherence and appeals)
- regulatory (enforcement, compliance, expiations and appeals)
- CRMs (lodgement numbers, timeframes and responsiveness)
- governance (FOIs, Ombudsman enquires and section 270 reviews)
- **Communication and Promotion of Council**  
With Council having recently endorsed its Marketing and Communications Strategy, the implementation of this strategy is a priority and the Chief Executive Officer shall bring a concerted focus on exploring with the elected body new ways and means of communicating, messaging and marketing the activities and the general business of the Council, including use of social/digital media.
- **Two Wells Town Centre**  
Conclude negotiations with the preferred proponent to secure execution of contractual documentation while facilitating the establishment of a Governance Control Group (or similar) to oversee and de-risk associated processes (development application, tenancy mix, pre-construction, staging, variations, construction, payment upon settlement, asset handover).
- **Community and Civic Centre**  
Finalise tranche 2 of the investigative stage surrounding the development of a new Community and Civic Centre, including the development of a funding strategy for same.
- **Gawler River Floodplain Management Authority**  
An ongoing presence and concerted focus on all matters concerned Gawler River flood mitigation, primarily around the triple bottom line (environmental, social and financial) and associated exposures as it relates to Council.

**CARRIED**

## 22 CLOSURE

8.00pm There being no further business, Mayor Wasley declared the meeting closed.

Confirmed as a true record.

Mayor:.....

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

**4 BUSINESS ARISING**

**5 DECLARATION OF MEMBERS' INTEREST**

**6 ADJOURNED BUSINESS**

Nil

## **7 MAYOR'S REPORT**

### **7.1 MAYOR'S REPORT - OCTOBER 2023**

**Record Number:** D23/46401

**Prepared for:** Mayor Mark Wasley

Reporting Period - Thursday 21 September 2023 to Wednesday 18 October 2023

#### Monday 25 September 2023

Pre-Council Meeting – Mayor and Executive Management Team

Ordinary Council Meeting

#### Tuesday 26 September 2023

Meeting – Mayor and Chief Executive Officer – Various Matters

#### Tuesday 26 September 2023

Confidential Information Briefing – Two Wells Growth Proposal (Ekistics)

#### Thursday 28 September 2023

Meeting – Mayor, Deputy Mayor and Chief Executive Officer – Handover various matters

#### Friday 29 September 2023

Mandatory Training – Civic and Legal Bundle (Modules 4.2 - 5.3 & 3.1)

#### Wednesday 4 October 2023 to Wednesday 18 October 2023

Leave

### **RECOMMENDATION**

**“that Council, having considered Item 7.1 – *Mayor's Report – October 2023*, dated 23 October 2023, receives and notes the report.”**

## 7.2 ACTING MAYOR'S REPORT - OCTOBER 2023

**Record Number:** D23/46415

**Prepared for:** Deputy Mayor Marcus Strudwicke

Reporting Period - Wednesday 4 October 2023 to Wednesday 18 October 2023

### Thursday 28 September 2023

Meeting – Mayor, Deputy Mayor and Chief Executive Officer – handover/various matters

### Tuesday 3 October 2023

Elected Member Workshop – Risk Appetite purpose and development approach and Social Media

### Thursday 5 October 2023

Meeting – Acting Mayor, Chief Executive Officer and Councillor Lush

Historical Committee Meeting

### Tuesday 10 October 2023

Meeting – Acting Mayor and Chief Executive Officer – various matters

### Monday 16 October 2023

Meeting – Acting Mayor and Chief Executive Officer – various matters

Elected Member Confidential Information Briefing – Reeves Plains Major Project

Elected Member Workshop – Greater Adelaide Regional Plan

## RECOMMENDATION

**“that Council, having considered Item 7.2 – *Mayor’s Report – October 2023*, dated 23 October 2023, receives and notes the report.”**

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

## **9 DEPUTATIONS**

### **9.1 DEPUTATION - JACK HARRIS - THE PLAINS COMMUNITY GROUP**

**Record Number:** D23/46497

**Author:** Executive Assistant to the Chief Executive Officer and Mayor

**Authoriser:** Chief Executive Officer

**Attachments:** 1. Deputation Request Form - Jack Harris - The Plains Community Group [↓](#)  




Adelaide Plains Council  
RECEIVED  
11 OCT 2023

## DEPUTATION REQUEST FORM

Please complete this request and return to the principal office of Adelaide Plains Council **five (5) clear days**\* before the date of the Council meeting at which you wish to appear.

*\*Please note that the calculation of 'clear days' does not take into account the day on which the request is received or the day of the meeting. For example, in relation to a meeting scheduled on a Monday, the deputation request form must be submitted **by 5pm on the Tuesday prior**\**

To: **Chief Executive Officer**

### DETAILS

I/We hereby request to be heard at the next meeting of Council on 23 / 10 / 2023

Surname:	HARRIS		
Given Name(s):	Jack Mathew		
Address:	[REDACTED]		
	Suburb	TWO WEWS SA	P/Code 5501
Postal Address:	[REDACTED]		
(if different from above)	Suburb	TWO WEWS SA	P/Code 5501
Contact Number:	Home	Work	
	Mobile	[REDACTED]	
Email Address:	[REDACTED]		

I will be speaking on my own behalf ☐ Yes

or

As the spokesperson of a group of persons ☒ Yes

Name/Details of Person or Group Representing:  
(if applicable)

The Plains Community Group

If you have a set of Rules by which the group is governed, please provide a copy of these.

### TOPIC OR ISSUE

The topic or issue I wish to speak about is: *(please give sufficient details of the matter to enable consideration of your request for a deputation)*

The Plains Community Group

- progress
- collaborations
- sponsors
- needs

***It is strongly encouraged that Council's administration receives a copy of any notes or other relevant information regarding your Deputation Request.***

## GUIDELINES

Adelaide Plains Council - PO Box 18, MALLALA SA 5502  
Website: [www.apc.sa.gov.au](http://www.apc.sa.gov.au) Email: [info@apc.sa.gov.au](mailto:info@apc.sa.gov.au)  
Ph: (08) 8527 0200 Fax: (08) 8527 2242

2 | Page



Please note the following guidelines:

- a. You will be allocated up to 10 minutes to speak. You do not need to use the whole 10 minutes.
- b. Your presentation will be limited to the topic or issue which you have nominated above.
- c. If you wish to use digital media for your presentation you have the following options to ensure a smooth meeting:

**Option 1:** Leave your PowerPoint presentation at the Council Office to be scanned before loading to Council's network ready for presentation ☒ Yes ☐ No

**Option 2:** Email (*\*please note - files are not to exceed 10mb\**) ☐ Yes ☐ No

**Option 3:** Connect straight from your tablet/laptop to the projector ☐ Yes ☐ No

- d. After your presentation, be prepared to respond to any questions the Council Members may have of you.
- e. You should be aware that Council meetings are open to the public. There is unlikely to be any legal protection or other privilege in relation to any statements that you may make in this forum. This means that anything you say would be subject to the normal laws of defamation. Consequently, you should take care in how you make your address.
- f. **If you are seeking funding from Council, please be aware that this needs to occur through Council's budget and forward planning processes and can only be achieved through a resolution of Council at a formal meeting.**

### DECLARATION

I have read and understood the Deputation Guidelines and Information Sheet, and agree to abide by them.

Name: Jack M. Harris

(In full – Please Print)

Signature:  Date: 10/10/23

**Once completed, please return to the Adelaide Plains Council, either in person, by post, facsimile or email ([info@apc.sa.gov.au](mailto:info@apc.sa.gov.au))**

## DEPUTATION INFORMATION SHEET

### 1. Speaking to Council

There is the ability, in many cases for an individual (or group) to appear before a Council in order to address the Council on a particular matter of concern to either themselves or a group of people whom they represent. This is called a Deputation. You can apply to do so by following the procedures set out below and completing the Deputation Request Form.

This Form can be obtained from:-

Principal Office: Adelaide Plains Council, 2a Wasleys Road, Mallala

Sub Office: Two Wells Service Centre, Old Port Wakefield Road, Two Wells

Telephone: (08) 8527 0200

Facsimile: (08) 8527 2242

Email: [info@apc.sa.gov.au](mailto:info@apc.sa.gov.au) or

Website: [www.apc.sa.gov.au](http://www.apc.sa.gov.au)

Further information on the process can be found in Council's document 'Code of Practice for Meeting Procedures'.

### 2. Making a Request

You can make a request for a deputation by filling in all details on the Deputation Request Form and lodging that Form with Council's Chief Executive Officer via the principal office at least five (5) clear days before the meeting at which you nominate to speak.

*\*Please note that the calculation of 'clear days' does not take into account the day on which the request is received or the day of the meeting. For example, in relation to a meeting scheduled on a Monday, the deputation request form must be submitted by 5pm on the Tuesday prior\**

You are required to provide sufficient information on the Deputation Request Form regarding the issue, keeping details clear in stating the topic and how this is relevant to matters to which Council has responsibility.

### 3. What will happen to your request once you give it to the Council?

Once the completed Deputation Request Form has been received, it is entered into Council's records system and provided to the Chief Executive Officer and the Presiding Member.

### 4. How will I know when my request is going to be heard by Council?

The Presiding Member will confer with the Chief Executive Officer and advise him/her whether or not the deputation is allowed. You will be contacted by a member of staff to advise if the request to address Council has been approved and to confirm the date, day, time and location of the relevant meeting.

The decision whether to allow a deputation is made by the Presiding Member in accordance with the *Local Government (Procedures at Meetings) Regulations 2013* and Council's *Code of Practice – Meeting Procedures*.

If a deputation request is refused, the Presiding Member will report that decision at the next Council meeting. The Council (or Council Committee) may allow a deputation despite a contrary ruling by the Presiding Member.



Clause 11 of Council's *Code of Practice – Meeting Procedures* is provided for below. The full document is available on Council's website.

**Clause 11 – Deputations**

- (1) *A person or persons wishing to appear as a deputation at a meeting must deliver (to the principal office of the Council) a written request to the council **five (5) clear days before the date of the meeting at which the person(s) wishes to appear.***
  - (a) ***If the matter relates to an item of business on the Agenda, the written request may be received at the principal office of the Council up until 5.00pm on the day of the meeting.***
- (2) *The CEO must transmit a request received under sub-clause (1) to the Presiding Member.*
- (3) *The Presiding Member may refuse to allow the deputation to appear at a meeting **or may offer those requesting a deputation the opportunity to appear at a relevant Committee (as per sub-clause (7)).***
- (4) *The CEO must take reasonable steps to ensure that the person or persons who requested a deputation are informed of the outcome of the request.*
- (5) *If the Presiding Member refuses to allow a deputation to appear at a meeting, the Presiding Member must report the decision to the next meeting of the Council or Council committee (as the case may be).*
- (6) *The Council or Council committee may resolve to allow a deputation to appear despite a contrary ruling by the Presiding Member.*
- (7) *A council may refer the hearing of a deputation to a council committee.*
- (8) ***A person or persons appearing as a deputation will be allowed to speak on an issue for a maximum of ten (10) minutes. The Presiding Member may allow for additional time or speakers.***

**5. At the Meeting**

Once you have received confirmation of the time and date of the deputation you are ready to attend the Council/Committee meeting.

At the appropriate time during the meeting you will be invited by the Presiding Member to come forward and make your deputation on the topic or issues which you have nominated.

You will be asked to state your name and topic(s) to discuss, which will be recorded in the minutes, and you will be given 10 minutes speaking time. At the completion of your address, the Presiding Member may invite members of Council to ask you questions in relation to your deputation.

You will be expected to conduct yourself in an orderly and respectful manner and to be mindful of the level of formality appropriate to the meeting. During the meeting you will be expected to address Council Members by the titles of the offices that they hold (i.e. the Presiding Member is to be addressed as "Mayor" and the Elected Members as "Councillor").

Please refrain from making defamatory or derogatory comments. Council meetings are open to the general public and there are no privileges protecting you in relation to defamation.

You may find it helpful to prepare brief notes of the matters upon which you wish to speak to the Council and use those notes when you address the meeting. It is often helpful if you can supply a copy of those notes to Council following your deputation.

**10      PRESENTATIONS/BRIEFINGS**

Nil

**11      PETITIONS**

Nil

## 12 COMMITTEE MEETING MINUTES

### 12.1 MINUTES OF THE ADELAIDE PLAINS COUNCIL HISTORICAL COMMITTEE MEETING HELD 7 SEPTEMBER 2023

**Record Number:** D23/43153

**Author:** Manager Library and Community

**Authoriser:** Group Manager - Development and Community

**Attachments:** 1. Draft Minutes of the Adelaide Plains Council Historical Committee held 7 September 2023 [↓](#) 

#### OVERVIEW

Five (5) members were present at the 7 September 2023 Adelaide Plains Council Historical Committee (APCHC) meeting held at the Mallala Museum's School Room. With three (3) members registering their apology, in accordance with the APCHC's Terms of Reference, there was just sufficient members in attendance for formal business to be conducted.

Now that the Agricultural Shed has been enclosed to keep the exhibits 'bird proofed', the Committee are keen to pursue new exhibitions including a sporting themed space. The APCHC have struggled to attract new members to progress their various activities, but a former Committee member and a newly recruited volunteer who attended the meeting as guests, expressed their interest in possibly joining the APCHC.

The Committee's current Terms of Reference states:

3.1 Membership of the Committee shall consist of up to ten Community Members. Council may also appoint one Elected Member to be on the Committee.

3.2 Council will determine the appointment of all new Community Members. All potential members will be required to complete an Expression of Interest Form (EOI) and the Manager Library and Community will provide a report for Council's consideration.

#### RECOMMENDATION

**"that Council receives and notes the minutes of the Minutes of the Adelaide Plains Council Historical Committee Meeting held 7 September 2023."**

# MINUTES

of the

## **Adelaide Plains Council Historical Committee Meeting**



Held, pursuant to the provisions of the  
*Local Government Act 1999, in the*

**Mallalla Museum  
1 Dublin Road  
Mallala**

on

**Thursday 7 September 2023 at 11.00am**

## Adelaide Plains Council Historical Committee Meeting Minutes

7 September 2023

The Chairperson formally declared the meeting open at: 11.09 am.

**1 ACKNOWLEDGEMENT OF COUNTRY**

*Council acknowledges that we meet on the traditional country of the Kurna 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 and we acknowledge that they are of continuing importance to the Kurna people living today.*

**2 ATTENDANCE RECORD**

**PRESENT:** Cr Marcus Strudwicke (Deputy Mayor)  
Mr P Angus  
Mr R Bevan  
Mr V Chenoweth  
Mr J Franks

**IN ATTENDANCE:** Manager Library and Community Ms A Sawtell

**APOLOGIES:** Ms L Parsons  
Mr G Tucker  
Ms C Young

**3 MINUTES****3.1 CONFIRMATION OF MINUTES - ADELAIDE PLAINS COUNCIL HISTORICAL COMMITTEE MEETING - 3 AUGUST 2023****COMMITTEE RESOLUTION 2023/45**

**Moved:** Mr R Bevan

**Seconded:** Mr P Angus

that the minutes of Adelaide Plains Council Historical Committee Meeting held on 3 August 2023 be confirmed."

**CARRIED****4 BUSINESS ARISING**

Nil

**5 DECLARATION OF MEMBERS' INTEREST**

Nil

**6 REPORTS FOR DECISION**

Nil

**7 REPORTS FOR INFORMATION****7.1 MONTHLY FINANCIAL REPORT - AUGUST 2023****COMMITTEE RESOLUTION 2023/46****Moved: Mr V Chenoweth****Seconded: Mr J Franks**

**"that Council, having considered Item 6.1 – *Monthly Financial Report - August 2023*, dated 7 September 2023, receives and notes the report."**

**CARRIED****7.2 RESOLUTIONS ACTION REPORT - AUGUST 2023****COMMITTEE RESOLUTION 2023/47****Moved: Mr P Angus****Seconded: Mr V Chenoweth**

**"that Council, having considered Item 6.2 – *Resolutions Action Report - August 2023*, dated 7 September 2023, receives and notes the report."**

**CARRIED****7.3 MONTHLY CORRESPONDENCE, SCHOOL AND GROUP VISITS REPORT - AUGUST 2023****COMMITTEE RESOLUTION 2023/48****Moved: Mr V Chenoweth****Seconded: Mr R Bevan**

**"that Council, having considered Item 6.3 – *Monthly Correspondence, School and Group Visits Report - August 2023*, dated 7 September 2023, receives and notes the report."**

**CARRIED****7.4 MUSEUMS AND COLLECTIONS 2023-2024 PROJECT GRANTS****COMMITTEE RESOLUTION 2023/49****Moved: Mr P Angus****Seconded: Mr J Franks**

**"that Council, having considered Item 6.4 – *Museums and Collections 2023-2024 Project Grants*, dated 7 September 2023, receives and notes the report."**

**CARRIED**



**8 QUESTIONS WITHOUT NOTICE**

Nil

**9 MOTIONS WITHOUT NOTICE****9.1 PHOTOCOPY REQUEST – PLAN OF MALLALA SOUTH SUBDIVISION****COMMITTEE RESOLUTION 2023/50**

Moved: Cr M Strudwicke

Seconded: Mr J Franks

That the Committee asks Council administration to provide two A2 photocopies of Deposit Plan 286 of the Mallala South Subdivision, subject to Council charges.

**CARRIED****9.2 DISPOSAL OF MUSEUM SCHOOL ROOM SURPLUS CROCKERY****COMMITTEE RESOLUTION 2023/51**

Moved: Mr R Bevan

Seconded: Mr J Franks

That Mr B Bevan and Mrs C Young are authorised to dispose of the Museum's School Room surplus crockery and make arrangements to donate to a worthy cause.

**CARRIED****9.3 ADELADIE PLANS COUNCIL HISTORIAL COMMITTEE (APCHC) MEMBESHIP****COMMITTEE RESOLUTION 2023/52**

Moved: Mr J Franks

Seconded: Mr P Angus

That Mr Roger Davies and Mr Greg Sonntag are requested to complete an Expression of Interest Committee Membership Form for Council to consider their applications, and potential appointment to the APCHC.

**CARRIED****10 URGENT BUSINESS**

Nil

**7 NEXT MEETING**

Thursday 5 October 2023

**8 CLOSURE**

There being no further business, the Chairperson declared the meeting closed at 11.58 am.

Confirmed as a true record.

Chairperson:.....

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

Subject to Confirmation

**12.2 MINUTES OF THE ADELAIDE PLAINS COUNCIL HISTORICAL COMMITTEE MEETING HELD 5 OCTOBER 2023****Record Number: D23/44781****Author: Manager Library and Community****Authoriser: Group Manager - Development and Community****Attachments: 1. Draft Minutes of the Adelaide Plains Council Historical Committee held 5 October 2023** [!\[\]\(cbe2492b119e39e02a1dab2af4a4b296\_img.jpg\)](#) **OVERVIEW**

Five (5) members were present at the 5 October 2023 Adelaide Plains Council Historical Committee (APCHC) meeting held at the Mallala Museum's School Room.

Three (3) information reports were presented for Members' consideration—Financial Report. Resolutions Report and Correspondence, School and Group Visits Report. There will be four (4) groups visiting the Mallala Museum during October 2023, including fifty (50) children from the Nuriootpa Primary School.

**RECOMMENDATION**

**“that Council receives and notes the minutes of the Minutes of the Adelaide Plains Council Historical Committee Meeting held 5 October 2023.”**

# MINUTES

of the

## **Adelaide Plains Council Historical Committee**



Held, pursuant to the provisions of the  
*Local Government Act 1999, in the*

**Mallala Museum  
1 Dublin Road  
Mallala**

on

**Thursday 5 October 2023 at 11.00am**

The Chairperson formally declared the meeting open at: 11.15 am.

## **1 ACKNOWLEDGEMENT OF COUNTRY**

*Council acknowledges that we meet on the traditional country of the Kurna 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 and we acknowledge that they are of continuing importance to the Kurna people living today.*

## **2 ATTENDANCE RECORD**

**PRESENT:** Cr M Strudwicke (Chairperson)

Mr P Angus

Mr R Bevan

Mr V Chenoweth

Mrs C Young

**IN ATTENDANCE:** Manager Library and Community

Ms A Sawtell

**APOLOGIES:**

Mr J Franks

Ms L Parsons

Mr G Tucker

## **3 MINUTES**

### **3.1 CONFIRMATION OF MINUTES - ADELAIDE PLAINS COUNCIL HISTORICAL COMMITTEE MEETING - 7 SEPTEMBER 2023**

#### **COMMITTEE RESOLUTION 2023/53**

**Moved:** Mr P Angus

**Seconded:** Mr V Chenoweth

that the minutes of Adelaide Plains Council Historical Committee Meeting held on 7 September 2023 be confirmed."

**CARRIED**

## **4 BUSINESS ARISING**

Nil

## **5 DECLARATION OF MEMBERS' INTEREST**

Nil

**6 REPORTS FOR INFORMATION****6.1 MONTHLY FINANCIAL REPORT - SEPTEMBER 2023****COMMITTEE RESOLUTION 2023/54****Moved:** Mrs C Young**Seconded:** Mr V Chenoweth

**"that Council, having considered Item 6.1 – *Monthly Financial Report - September 2023*, dated 5 October 2023, receives and notes the report."**

**CARRIED****6.2 MONTHLY CORRESPONDENCE, SCHOOL AND GROUP VISITS REPORT - SEPTEMBER 2023****COMMITTEE RESOLUTION 2023/55****Moved:** Mrs C Young**Seconded:** Mr P Angus

**"that Council, having considered Item 6.2 – *Monthly Correspondence, School and Group Visits Report - September 2023*, dated 5 October 2023, receives and notes the report."**

**CARRIED****6.3 RESOLUTIONS ACTION REPORT - SEPTEMBER 2023****COMMITTEE RESOLUTION 2023/56****Moved:** Mr P Angus**Seconded:** Mrs C Young

**"that Council, having considered Item 6.3 – *Resolutions Action Report - September 2023*, dated 5 October 2023, receives and notes the report."**

**CARRIED****7 QUESTIONS WITHOUT NOTICE**

Nil

**8 MOTIONS WITHOUT NOTICE**

Nil

**9 URGENT BUSINESS**

Nil

**10 NEXT MEETING**

2 November 2023

**11 CLOSURE**

There being no further business, the Chairperson declared the meeting closed at 12.07 pm.

Confirmed as a true record.

Chairperson:.....

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

Subject to Confirmation

**13      SUBSIDIARY MEETINGS**

Nil



## 14 REPORTS FOR DECISION

### 14.1 ANNUAL REPORT 2022/2023

Record Number: D23/43619

Author: Marketing and Communications Officer

Authoriser: Director Corporate Services

Attachments: 1. Draft Annual Report 2022/2023 (under separate cover) 

#### EXECUTIVE SUMMARY

- The purpose of this report is to present Council with the draft Annual Report for the 2022/2023 year for consideration and adoption.
- Section 131 of the *Local Government Act 1999* provides that Council must, on or before 30 November each year, prepare and adopt an annual report relating to the operations of the Council for the financial year ending on the preceding 30 June.
- The draft Annual Report 2022/2023 therefore relates to the operations and activities of Adelaide Plains Council for the financial year 1 July 2022 to 30 June 2023.
- The Financial Statements (Appendix 1 to the Annual Report) for the same period have not been included as they are currently being finalised by Council's Auditors. The Statements will be presented to Council's Audit Committee on 13 November 2023, and subsequently presented to Council for adoption at the November Ordinary Meeting.
- The draft Annual Report 2022/2023 is presented as **Attachment 1** for Council's consideration and adoption, subject to the adoption of the Audited Financial Statements.

#### RECOMMENDATION

"that Council, having considered Item 14.1 – *Annual Report 2022/2023*, dated 23 October 2023, receives and notes the report and in doing so: -

1. Adopts the Annual Report 2022/2023 as presented in Attachment 1 to this report, subject to endorsement (and inclusion) of the 2022/2023 Audited Annual Financial Statements; and
2. Authorises the Chief Executive Officer to:
  - a. Insert the relevant statistical and factual data associated with the confidential items reporting requirements outlined in Regulation 35(1) of the *Local Government (General) Regulations 2013*; and
  - b. Make any necessary final minor, administrative and/or design amendments to the Annual Report."

#### BUDGET IMPACT

Estimated Cost: \$ 8,200.50 for graphic design, revisions and printing

Future ongoing operating costs: Nil

Is this Budgeted? Yes

**RISK ASSESSMENT**

Section 131 of the *Local Government Act 1999* provides that Council must, on or before 30 November each year, prepare and adopt an annual report relating to the operations of Council for the financial year ending on the preceding 30 June. Adopting the Annual Report prior to this date will therefore ensure Council meets its legislative obligations (and allow ample time to make any minor amendments, if required).

## DETAILED REPORT

### Purpose

The purpose of this report is to provide Council with the draft Annual Report 2022/2023, presented in **Attachment 1**, for consideration and adoption (subject to the adoption of the Audited Financial Statements).

### Background

Section 131 of the *Local Government Act 1999* (the Act) provides that Council must, on or before 30 November each year, prepare and adopt an annual report relating to the operations of the council for the financial year ending on the preceding 30 June.

Council's draft Annual Report 2022/2023 as presented in **Attachment 1** has been prepared in accordance with the requirements of the Act and the *Local Government (General) Regulations 2013* (the Regulations) and other related legislation.

### Discussion

The draft Annual Report 2022/2023 has been compiled having regard to Council's legislative requirements and Strategic Plan 2021-2024 and is presented in **Attachment 1**. It includes detail of operations and Council's achievements for the reporting period of 1 July 2022 to 30 June 2023.

Previous years have seen Council's Annual Report divided into categories that align to the organisation's departments. As this structure does not necessarily align with the way the community and other stakeholders see Council, the structure for 2022/2023 has been aligned to the strategic approaches outlined in the Strategic Plan 2022-2024.

Please note that the confidential items content (page 32) is shown as an example of the way it will be presented once finalised. The statistical/factual data itself will be inserted once a proper review of Council's confidential items has been undertaken to ensure accuracy of reporting.

The Financial Statements (Appendix 1 to the Annual Report) for the same period have not been included as they are currently being finalised by Council's Auditors. The Statements will be presented to Council's Audit Committee on 13 November 2023, and subsequently presented to Council for adoption at the November Ordinary Meeting.

As required by the Act, the annual reports of Council's subsidiaries (Legatus and Gawler River Floodplain Management Authority) for the same period are included as appendices.

Once endorsed, the Audited Annual Financial Statements (together with the subsidiary annual reports) will be appended to the final Annual Report 2022/2023 prior to its publication. This is consistent with Council's approach in previous years.

It is worth noting that new legislative reporting requirements are in effect for this year's report, including:

- Schedule 4, Clause 1 of the Act:
  - Report relating to contraventions by any council members of the *Behavioural Standards*, and section 75G of the Act (health and safety duties).
- Regulation 35(2b):
  - Report relating to contraventions by any council members of section 75G of the Act (health and safety duties)

- Regulation 35(1):
  - Report on the use of section 90(2) and 91(7) of the Act (confidential items) during the reporting period, and the orders made under section 91(7) that are still in effect as at 30 June 2023.

Subject to Council's adoption, and in accordance with legislative requirements, the final Annual Report will be:

- Provided to each Council Member (section 131 of the Act);
- Published on Council's website (section 132 of the Act);
- Available to read or view in the Two Wells Library;
- Printed for any person on request and payment of the printing fee in accordance with Council's Schedule of Fees and Charges (section 132 of the Act);
- Submitted to the South Australian Local Government Grants Commission (regulation 10 of the Regulations);
- Submitted to the Parliamentary Library and State Library (section 35 of the *Libraries Act 1982*);
- Submitted to the National Library (section 195CD of the *Copyright Act 1968*); and
- Provided to the Parliamentary Library and State Library as required under the *Libraries Act 1982*.

Publication and distribution of the final Annual Report 2022/2023 will commence following the adoption of the Audited Financial Statements. Distribution will be completed no later than 31 December 2023 (in accordance with legislation).

## Conclusion

It is recommended that Council adopt the draft Annual Report 2022/2023 as provided in **Attachment 1**. This will allow Council staff adequate time to make any necessary final minor amendments prior to the adoption of the Audited Annual Financial Statements, ensuring Council meets its legislative obligations.

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## References

### Legislation

*Local Government Act 1999*

*Local Government (General) Regulations 2013*

*Copyright Act 1968*

*Libraries Act 1982*

### Council Policies/Plans

*Strategic Plan 2021-2024*

*Proactive leadership*

**14.2 DIGITAL MEDIA STRATEGY 2023-2024****Record Number:** D23/43645**Author:** Marketing and Communications Officer**Authoriser:** Director Corporate Services**Attachments:** 1. Digital Media Strategy 2023-2024  **EXECUTIVE SUMMARY**

- The purpose of this report is to provide Council with the draft *Digital Media Strategy 2023-2024* for consideration and adoption, in response to recent Council resolutions.
- The *2022 Community Survey* highlighted a significant difference between how Council currently communicates and what the community expects.
- The *Marketing and Communications Strategy 2023–2024* presented to Council on 26 June 2023 contained a key action to implement a strategy facilitating the launch of Social Media.
- In considering a ‘Social Media Progress Update’ report at the 25 September 2023 ordinary meeting, Council resolved to adopt a two-way approach to Social Media communication. Council also decided to ‘go live’ with a Social Media presence on 24 October 2023, subject to considering and adopting a *Digital Media Strategy*, revised *Social Media Policy* and *Media Policy*, and partaking in an information briefing session in relation to a draft *Digital Media Strategy*.
- Following an information briefing session held with members on 3 October 2023, the *Digital Media Strategy 2023–2024* (**Attachment 1**) has now been finalised. It outlines Council’s general approach towards the use of digital and Social Media, and the associated administrative guidelines and frameworks.
- Notwithstanding that the *Digital Media Strategy* is an evolving, and mainly operational document, it is provided to Council for information and adoption at the outset so that members have an understanding of the general approach towards the use of digital and social media as it externally relates and are comfortable with, and supportive of, the approach to be taken ahead of Council launching social media profiles.

**RECOMMENDATION**

**“that Council, having considered Item 14.2–*Digital Media Strategy 2023-2024*, dated 23 October 2023, receives and notes the Report and in doing so:**

- 1. Adopts the Digital Media Strategy as presented at Attachment 1 to this report, noting that the Chief Executive Officer may make amendments as required to ensure that Council’s digital media is effectively and efficiently managed and moderated to meet the digital communication needs and expectations of our community;**
- 2. Instructs the Chief Executive Officer to launch Adelaide Plains Council social media profiles (Facebook and Instagram) on 24 October 2023; and**
- 3. Acknowledges that further progress updates will be provided to Council in relation to its social media profiles, as required.”**

**BUDGET IMPACT**

Estimated Cost: \$792: Social Media Records Management Software (cost is approximation for the remaining financial year–October 2023 to June 2024).

Future ongoing operating costs: Unknown at this stage, however will likely include resourcing and additional software to monitor profiles, engagement, or content creation, or tools to assist with improved content creation (i.e. photo and video). Estimated ongoing cost of records management software is \$99/month. The efficacy and operational impact of Council’s social media profiles will be actively evaluated following the launch of Social Media Profiles to provide a basis for required resources/costs.

Is this Budgeted? Yes

**RISK ASSESSMENT**

Social Media does create risk for organisations, including reputational (negative comments, responsiveness), and impact on resource capacity including administration, recordkeeping and security, however the draft *Digital Media Strategy* seeks to mitigate these impacts as much as possible.

## DETAILED REPORT

### Purpose

The purpose of this report is to provide Council with the draft *Digital Media Strategy for consideration and adoption*, and is presented in response to Council resolutions 2023/279 and 2023/281.

### Background

With existing and projected population growth, Council's community is beginning to transform, and with it, the community's preferences and expectations of how Council communicates.

The *Marketing and Communications Strategy 2023 – 2024* presented to Council on [26 June 2023](#) contained the following key action:

2.4: Implement Digital Marketing and Social Media Strategy aligned to community expectations to facilitate the launch of social media. This will include:

- Content strategy (addressing priority areas identified in the *2022 Community Survey*), governance framework and procedures
- Digital customer service and community management framework
- Recordkeeping software to efficiently capture digital records
- Risk management
- Updated *Media Policy* and *Social Media Policy*.

This action supports the communications goal of achieving an 'enviable lifestyle where our community is satisfied with the way their council communicates'.

Council's [2022 Community Survey](#) showed that 15% of the community want to receive information via social media and 25% currently find their information about Council on social media.

At the [28 August 2023](#) ordinary meeting, Council resolved as follows:

#### **RESOLUTION 2023/258**

**Moved: Councillor Strudwicke**

**Seconded: Councillor Keen**

**"that the Chief Executive Officer provide a report to the next ordinary meeting of Council, updating the chamber on the work currently being undertaken, and next steps required, to fast track the implementation of a social media presence for Adelaide Plains Council."**

**CARRIED**

A progress update towards the implementation of social media was provided to Council at the [25 September 2023](#) Ordinary Meeting, requesting direction on Council's preferred communication style to implement on Facebook (and Instagram) – being either a one-way or two-way approach. Council resolved as follows:

#### **RESOLUTION 2023/279**

**Moved: Councillor Mazzeo**

**Seconded: Councillor Keen**

**"that Council, having considered Item 14.2 – *Social Media Progress Update*, dated 25 September 2023, receives and notes the Report, and in doing so instructs the Chief Executive**

**Officer to progress with the development of a Digital Media Strategy taking a two-way approach to social media communication.”**

**CARRIED UNANIMOUSLY**

**RESOLUTION 2023/281**

**Moved: Councillor Bombardieri**

**Seconded: Councillor Stubing**

**“that Council, having considered Item 14.2 – *Social Media Progress Update*, dated 25 September 2023, instructs the Chief Executive Officer to launch Adelaide Plains Council social media profiles (Facebook and Instagram) on 24 October 2023 following Council’s consideration and endorsement at its October 2023 Ordinary Meeting of a revised Social Media Policy and Media Policy, together with the draft Digital Media Strategy.”**

**CARRIED UNANIMOUSLY**

In terms of actions prior to launching social media profiles, Council also resolved:

**RESOLUTION 2023/282**

**Moved: Councillor Keen**

**Seconded: Councillor Mazzeo**

**“that Council, having considered Item 14.2 – *Social Media Progress Update*, dated 25 September 2023, instructs the Chief Executive Officer to facilitate a pre-launch information briefing session with the elected body prior to going live on 24 October 2023, which will include presenting the draft Digital Media Strategy.”**

**CARRIED UNANIMOUSLY**

An information briefing session was subsequently held with members on 3 October 2023.

Members were provided with information on:

- the basics of social media including key statistics on social media usage in 2023 and its benefit for local government
- a reminder of Council Member roles and responsibilities on social media and key information provided in the Local Government Association SA’s *Social Media Guide for Elected Members*
- the general direction and key administrative guidelines that will be outlined in the draft *Digital Media Strategy 2023-2024*.



## Discussion

The draft *Digital Media Strategy* (the Strategy, presented at **Attachment 1** to this report) has now been finalised and provides strategy and guidelines for Council-managed digital assets, content, and social media.

‘Digital media’ captures all forms of digital content or communication (including Council’s website or digital newsletters). Social media is a form of digital media – digital platforms where users can create or contribute content and interact with people and organisations online. Both work in unison towards the same overall objectives and many strategies or guidelines apply to both.

The Strategy has been developed in the context of:

- Strategic Plan 2021-2024

Proactive leadership 2: actively engage with and inform our communities

Enviably lifestyle 1: provide, support and acquire facilities, assets, services and programs that build community capacity, health and connection.

Emerging economy 3: reinforce Adelaide Plains Council as a place of choice for business, residents and visitors

- 2022 Community Survey Results

There were differences in how our community finds out about Council news compared to how they want to find out. Forms of digital media have been highlighted in **table 1**.

Table 1

How our community finds out about Council news:	How our community wants to find out about Council news:
44% newsletter	<b>38% email</b>
38% word of mouth	23% letterbox
28% newspaper	18% newsletter
26% rates notice	<b>15% social media</b>
25% social media	8% don’t know

- Operational context

Many administrative functions in Council are currently managed by minimal officers (including marketing and communications). A significant amount of information gathering and staff consultation was undertaken to ensure that the introduction of Council social media would have as little impact as possible. The current communication channels, and existing library Facebook page, were also taken into consideration.

The Strategy proposes that Council’s objectives that guide its approach to digital media are to:

1. meet the digital communication needs and expectations of our community
2. effectively tell the story so our community understands the what, why, when, where, and how of Council decisions and projects
3. support our vision of a community and region that is productive, diverse, welcoming, ambitious, leading, and a lifestyle location
4. provide open, responsive government
5. share relevant information with our community

### Social media plan

The *Marketing and Communications Strategy 2023-2024* outlines several digital media related goals that are further supported by this Strategy, therefore only a social media plan is included.

An 'Adelaide Plains Council' profile (also referred to as the corporate account) will be created on Facebook and Instagram, launched on 24 October 2023 as per Council resolution 2023/281. The corporate LinkedIn profile will continue with a refreshed approach to content, and the 'Adelaide Plains Library' profile will continue its success on Facebook.

In summary, the social media goals for Council in 2023/2024 are:

Marketing and Communications Strategy 2023-2024	Proactive leadership resulting in an engaged and informed community	An <b>enviable lifestyle</b> where our community is satisfied with the way their Council communicates
<b>Objective</b>	Use social media to inform our community	Provide two-way communication
<b>How we will achieve this</b>	<ul style="list-style-type: none"> <li>Create and launch an 'Adelaide Plains Council' Facebook and Instagram page guided by the Strategy</li> </ul>	<ul style="list-style-type: none"> <li>Allowing comments on posts so our community is able to interact with Council (noting that comments will still be moderated)</li> <li>Direct (private) message features are turned on</li> </ul>
<b>Measuring success</b> Build a baseline of social media metrics for Council from which to measure future progress and success, including:	<ul style="list-style-type: none"> <li>Number of followers</li> <li>Average engagement on posts</li> <li>Average monthly page reach</li> <li>Average monthly posts</li> </ul>	<ul style="list-style-type: none"> <li>Number of direct messages received</li> <li>Average response time</li> </ul>

Corporate social media for Council is new, and its implementation requires a change of approach across many functions and roles at Council. The content posted in the first few months will be minimal, to provide administration the space to ensure the correct internal frameworks are in place to ensure a high-quality social media presence.

The launch of the new social media profiles may be promoted via media release, local newspapers, a Communicator article, Council's website and email signatures.

### Other key elements of the Strategy:

#### Digital media principles (page 18 of **Attachment 1**)

These outline the requirements and expectations and provide general direction for Council's use of digital media (including social media). These digital media principles apply to:

- digital content or platforms that are authored or managed by Council
- social media profiles managed by Council
- social media profiles managed by Council Members, representing a councillor in an official capacity

Roles and responsibilities (page 20)

The responsibilities of specific positions that are directly or indirectly involved in digital content, platforms, or social media profiles that are authored and managed by Council are outlined in detail. Of note are the respective responsibilities of Council Members and the Chief Executive Officer, as follows:

- **Council Members:** provide administration time and space to respond to comments on Council social media posts to ensure consistent messaging and full, accurate operational information can be provided, and support administration to manage social media as an operational task.
- **Chief Executive Officer:** provide strategic direction for digital media, guidance and approval on content involving, or responses to, sensitive topics or significant issues, and authorise specific Council employees to manage social media profiles.

Editorial guidelines (page 22)

These ensure all published content is consistent in brand and aligned to the digital media principles and other guidelines. These editorial guidelines apply to content created by Adelaide Plains Council for publishing in print or online. They also provide guidelines for publishing externally provided content.

Social media community guidelines (page 24)

The social media community guidelines (also known as ‘terms of use’) apply to all interaction on Council’s digital platforms, including Council profiles on social media websites. Council takes a two-way communication approach to social media and generally allow for uncensored discussion. Council will only remove content that is deemed inappropriate within the definitions of our *Social Media Policy*, or these community guidelines.

Note that social media platforms each have their own terms of use that both Council and members of the public must abide by.

Monitoring and moderation of social media (page 26)

The community access social media 24 hours a day, 7 days a week. Unfortunately, Council does not have the capacity to monitor digital channels outside of business hours.

Several approaches are detailed in the Strategy, including:

- hours online and response timeframes
- moderation of comments, filters and alerts
- Facebook community groups or non-Council profiles

In summary, corporate social media profiles will be monitored during business hours from 9am to 5pm, Monday to Friday, excluding public holidays or where Council offices or functions (e.g. the library) are otherwise closed. This will be communicated in the description of social media profiles (where possible) and in automatic responses to private messages received out of hours.

Social media response workflow (page 28)

Not every comment made on a post requires a response, but employees monitoring social media will refer to the social media response workflow to ensure a consistent approach to social media responses.

Requests for service will be responded to and handled in accordance with the [Requests for Services Policy](#), and negative comments or complaints handled in accordance with the [Complaints Handling Policy](#). These policies will be presented to Council for review in the coming months.

#### Information management of social media (page 29)

Under the *State Records Act 1997*, social media is an official record of Council. All social media records will be captured in Council's corporate systems, including direct (private) messages and comments. Automated software will be connected to Council managed profiles that captures records as they are made (published).

#### Security (page 29)

Access will be limited and tailored to the role and purpose of the access. All users with access to Council's social media accounts will sign a Social Media Access Authority Form prior to access being granted, and inducted to functions relevant to their role.

The Strategy also covers content governance, employee roles and responsibilities, and social media platforms.

### **Conclusion**

A Digital Media Strategy for the remaining 2023-2024 financial year has been developed and is provided for Council's consideration and adoption. Work has progressed ahead of the 24 October 2023 launch date of an 'Adelaide Plains Council' Facebook and Instagram profile. A separate report has been prepared (and is provided for within this agenda) in relation to the review of Council's *Social Media Policy* and *Media Policy*.

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### **References**

#### Legislation

*Local Government Act 1999*

#### Council Policies/Plans

*Strategic Plan 2021 – 2024*

*Proactive leadership 2: actively engage with and inform our communities*

*Enviably lifestyle 1: provide, support and acquire facilities, assets, services and programs that build community capacity, health and connection.*

*Emerging economy 3: reinforce Adelaide Plains Council as a place of choice for business, residents and visitors*

*Marketing and Communications Strategy 2023 – 2024*

*Complaints Handling Policy*

*Council Members Information Management Policy*

*Customer Service Charter*

*Media Policy*

*Requests for Services Policy*

*Social Media Policy*

2023 – 2024



# DIGITAL MEDIA STRATEGY



Digital Media Strategy 2023-2024  
**Published** October 2023

Corporate Services  
**ADELAIDE PLAINS COUNCIL**

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Adelaide Plains Council acknowledges that we are located 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 and we acknowledge that they are of continuing importance to the Kaurna people living today.

## Introduction

With existing and projected population growth Council's community is beginning to transform, and with it, the community's preferences and expectations of Council communications.

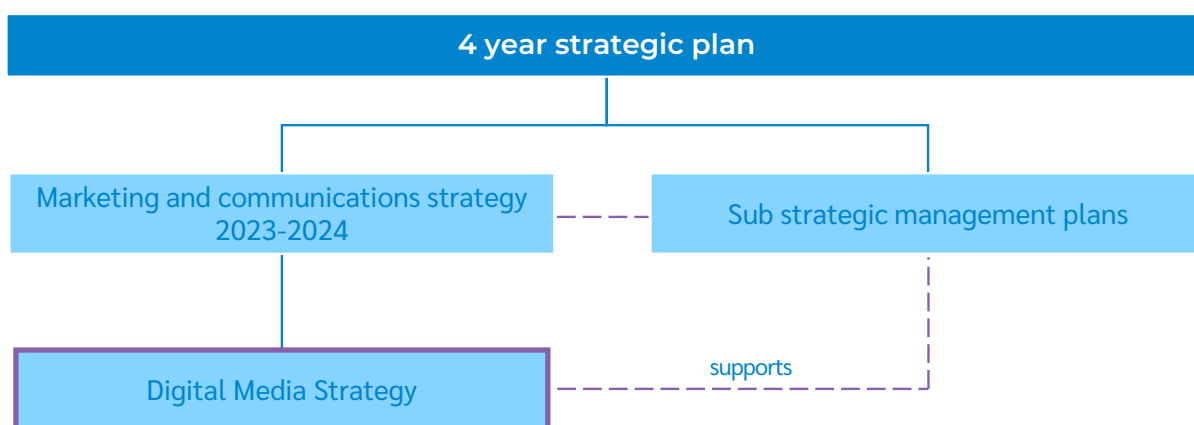
In 2023 the organisation is better equipped to modernise marketing and communications methods used, taking a more strategic approach to further strengthen our relationship with the Adelaide Plains community.

This Digital Media Strategy focuses on Council-managed digital assets, content, and social media.

It is aligned to the Strategic Plan 2021-2024:

### Proactive leadership

2. Actively engage with and inform our communities



### This strategy is guided by our values of:

Leadership & Diplomacy by acting strategically and effectively managing our relationships  
Teamwork through unity, cooperation and support  
Professionalism through commitment, quality and timeliness of work delivered  
Honesty & Integrity building trust and loyalty with the community and within Council  
Respect for others, acting with humility and empathy  
Innovative & Open-minded being proactive in continually improving our services

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## Definitions

A brief explanation of key terms used within this strategy.

**Community:** used to replace the traditional marketing term of “target” or “primary” audience. Generally refers to all residents, ratepayers, businesses, and visitors in or to the Adelaide Plains Council region. This definition maintains consistency with the *2022 Community Survey Results*, *Public Consultation Policy*, and *Marketing and Communications Strategy 2023-2024*.

**Content:** media (written, visual, or audio) designed for easy, engaging delivery of information to an audience.

**Digital media:** content provided in a digital format including visual, audio, or written content published on websites, in emails, or on social media.

**One-to-many:** a method of communication that broadcasts information without further engagement.

**One-to-one:** a method of communication where a direct comment is made and a direct response is provided.

**Social media:** a digital environment where users can post or otherwise contribute content. This includes platforms like Facebook, LinkedIn and Instagram and is continually evolving<sup>1</sup>.

**Traditional media:** content published in an originally non-digital format including print newspapers, broadcast television and radio.

**Two-way communication:** a method of communication where open dialogues are offered, and content is monitored and responded to proactively and openly.

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<sup>1</sup> [Avoiding pitfalls when agencies and public servants use social media](#), Ombudsman New South Wales, 2023

## Background

This strategy considers the context of our community, our organisation, the digital media landscape in 2023 and local government industry practice.

### Our community

All people who live, work, pay rates, conduct business, visit or utilise services, facilities and public spaces within the Adelaide Plains Council region.

2022 Community Survey: A market research survey conducted in 2022 highlighted a juxtaposition between how we communicate now, and how the community wants us to communicate<sup>2</sup>.

*Table 1: How our community finds out about Council news compared to how they want to find out. Forms of digital media have been highlighted.*

How our community finds out about Council news:	How our community wants to find out about Council news:
44% newsletter	<b>38% email</b>
38% word of mouth	23% letterbox
28% newspaper	18% newsletter
26% rates notice	<b>15% social media</b>
25% social media	8% don't know

<sup>2</sup> Community Survey, Adelaide Plains Council, 2022

## Our organisation

Limited capacity of administrative staff: Any digital media goals or tactics need to be crafted with consideration to limited capacity of administrative staff. Where possible templates, guides, and simple workflows must be implemented to ensure no additional strain is placed on staff whilst still adhering to organisational policies, procedures, and legislative requirements.

### Existing digital media

Adelaide Plains Council website	Approximately 2,600 new and returning users each month.
Google Business profile	Average business listing views per month: Two Wells Resource Recovery Centre – 1,148 Two Wells Service Centre – 443 Adelaide Plains Council – 330 Mallala Depot – 72
My Local Services app (managed by LGA)	Unknown
Facebook: Adelaide Plains Library	950 followers
LinkedIn: Adelaide Plains Council	369 followers, average post views of 541

## Digital media<sup>3</sup>

<b>21.3m</b> approximate social media users in Australia (81% of the population)	<b>1 in 3 minutes</b> online spent on social media	<b>2 hours/day</b> average amount of time spent on social media
<b>61.5%</b> of internet users use social media to find information about brands	<b>Top 4 most used social media platforms</b> 1. Facebook 73.6% 2. Messenger 62.9% 3. Instagram 55.5% 4. TikTok 41.5%	<b>+10.5% increase</b> in time spent reading press media (online and print)

## Engagement

Engagement on social media is generally quite low – the average Facebook page post engagement benchmark for Australia (reactions, comments and shares as a percentage of total page followers) is 0.06% across all post types.

<sup>3</sup> Digital 2023 Australia, We Are Social, 2023

## Local government

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Digital media can support councils with several legislative requirements, including some key principles under the *Local Government Act 1999*:

- (a) provide open, responsive and accountable government;
- (b) be responsive to the needs, interests and aspirations of individuals and groups within its community;
- (g) manage its operations and affairs in a manner that emphasises the importance of service to the community;
- (i) seek to provide services, facilities and programs that are adequate and appropriate and seek to ensure equitable access to its services, facilities and programs;

Use of social media can help increase a community's perception of the transparency of a local government organisation when using a many-to-many, or two-way, communication style<sup>4</sup>. Staff must be provided with appropriate governance and approval frameworks to support its success. Whilst the perception of transparency can be hindered if the organisation only uses a one-to-many approach of publishing positive stories (in a strategy similar to that of media releases), the use of social media can still be a tool to ensure factual information about the council is able to reach the community.

## Resourcing

Social (and digital) media is always on and needs to work in conjunction with all Council functions with clear procedures and customer service frameworks.

Appropriate resourcing is important for more than simply posting content or customer service interactions – strategic management including content management and evaluation of metrics is vital to ensuring that social (and digital) media, and the resources dedicated to it, are used effectively and efficiently.

Case studies have shown that small organisations can effectively manage social media utilising a two-way communication approach (open comments), when resource limitations are recognised and managed with appropriate procedures, whilst managing the expectations of the audience open and honestly – for example, by being clear about realistic response timeframes<sup>5</sup>.

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<sup>4</sup> [Social media communication modes in government](#), I Mergel, 2017

<sup>5</sup> [Learning from public entities use of social media](#), Office of the Auditor-General New Zealand, 2013

### **Listening and learning**

Social media can be a valuable community listening and learning tool when utilised in a many-to-many approach. The community's ideas and feedback (or sentiment) on projects can be gathered informally to provide background to formal public consultation<sup>6</sup>, issues can be proactively addressed, and internal assumptions can be supported or challenged to support informed decision-making.

### **Negative comments or complaints**

Social media provides the opportunity for people to comment and provide direct feedback – whether positive or negative. Because social media profiles are used as official communication channels, they are a valid avenue for the community to also provide negative feedback and this should not be discouraged<sup>7</sup>.

Councils need to demonstrate commitment to open, transparent communication and proactive leadership by engaging with reasonable negative comments and, where appropriate or necessary, direct the community member to a more appropriately managed channel.

### **Social media success factors for government organisations<sup>8</sup>:**

1. Leadership: providing a culture of innovation, and engaging in social media from a business transformation perspective, rather than strictly communications
2. Strategy: using social media deliberately and with a clear purpose
3. Implementation: careful resource planning is needed, rather than implementing social media as a 'quick win'
4. Risk management: risks need to be managed, but are not a barrier to participation
5. Integration: social media needs to be integrated with other communication channels and day-to-day operations
6. Adaption: entities need to be adaptable and learn as they go
7. Measurement: it is important to know what success looks like, to effectively measure
8. Considered communication: make "terms of engagement" for social media clear, and be prepared to appropriately manage negative interactions

### **Digital media of South Australian councils**

A desktop review of all 67 councils in South Australia (excluding Adelaide Plains Council) shows approximately 31 have an Instagram page, and at least 29 have digital newsletters. Open comments are generally allowed for at 60 councils, and 55 councils use Facebook Messenger (direct messages to the page). Of the councils that provide open comments and direct messages, there are a variety of strategies, policies or guidelines in place providing administration with a framework to responses.<sup>9</sup>

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<sup>6</sup> [Social media engagement forms in government: A structure-content framework](#), C Wukich, 2022

<sup>7</sup> [Avoiding pitfalls when agencies and public servants use social media](#), Ombudsman New South Wales, 2023

<sup>8</sup> [Learning from public entities use of social media](#), Office of the Auditor-General New Zealand, 2013

<sup>9</sup> As at September 2023. These statistics are an approximation, based on information easily accessible from a council's website home page.

## Digital media strategy

Our objectives that guide our approach to digital media are to:

1. meet the digital communication needs and expectations of our community
2. effectively tell the story so our community understands the what, why, when, where, and how of Council decisions and projects
3. support our vision of a community and region that is productive, diverse, welcoming, ambitious, leading, and a lifestyle location
4. provide open, responsive government
5. share relevant information with our community

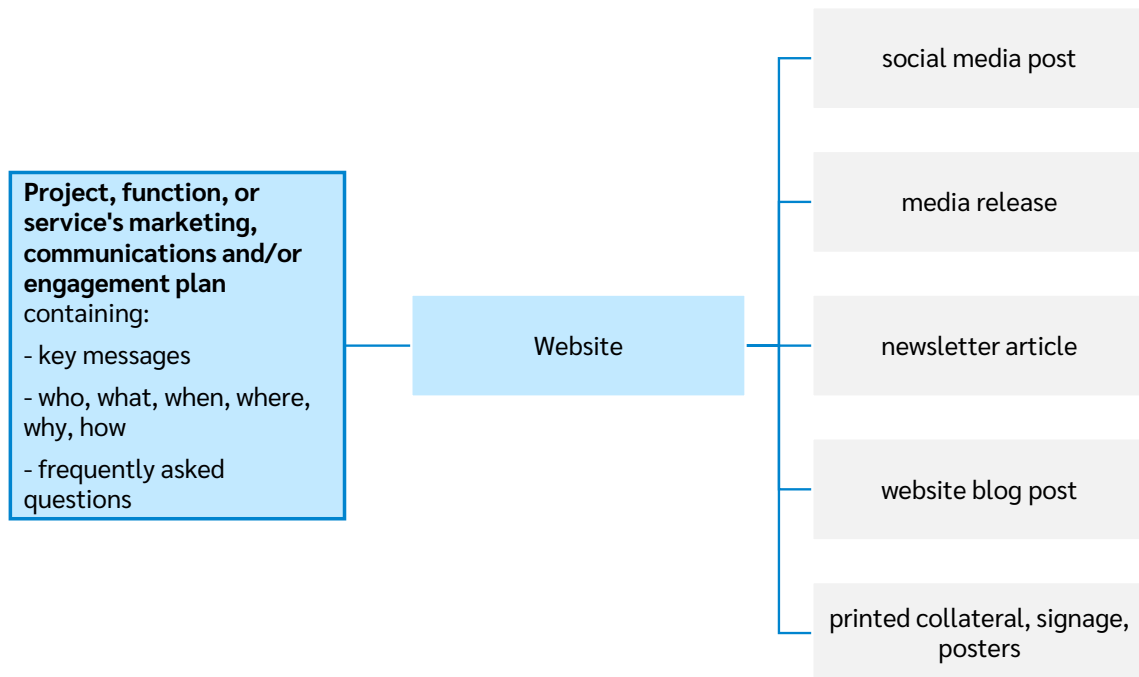
### In this section:

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## Content

Whilst individual content must be tailored to the channel or audience, it all connects back to its key message and purpose.

Our website acts as a central source of information for all content – with social media posts, emails, and print media leading back to it where possible. Here all the necessary information can be published in full, completely managed by Council.



### **Content pillars**

Council's audience, functions, and business requirements are broad and diverse. These pillars provide guidance on the themes or topics of content to provide a basis for content developments.

The format and frequency required will change depending on the audience or project.

Content theme	Council need	Community need
<b>Council business</b>	Council meetings Mayor update News and announcements of strategic projects	Facilities and services Council decisions Road closures and other service impacts
	Emergency communications Information about rates	
	Events Library Animal management Found pets	Public health Community information Waste collection/recycling
<b>Emerging economy</b>	Visitor experiences/attractions	
	Business support opportunities	
<b>Remarkable landscapes</b>	Educational information Reserves and natural landscapes Weed profiles	Weeds Bushfire hazard reduction Rubbish
	Professional development	Career opportunities
	Public consultation and community engagement opportunities	

Published content must portray a council that is:

- diverse
- growing
- supportive
- authentic
- community focused<sup>10</sup>

### **Content planning**

A content calendar will be managed by administration to plan for all content that will be published. Content for social media will aim to be planned no less than one month in advance.

<sup>10</sup> [Brand Guidelines](#), Adelaide Plains Council 2023



## Social media

### Platforms

Social media for Council is new, and its implementation requires a change of approach across many functions and roles at Council. An 'Adelaide Plains Council' profile will be created on Facebook and Instagram (as some of the most commonly used platforms), and continued on LinkedIn. The 'Adelaide Plains Library' profile will continue its success on Facebook.

Each social media platform has different user expectations, content formats, and purpose.

*Table 3: our approach to each social media platform*

Platform	Primary purpose	Content focus
Facebook	<ul style="list-style-type: none"> <li>Information directed towards residents.</li> </ul>	<ul style="list-style-type: none"> <li>Visual content designed to engage and inform.</li> <li>Links back to our website for detailed information.</li> </ul>
Instagram	<ul style="list-style-type: none"> <li>Information directed towards residents.</li> <li>Promotion of our community and region.</li> </ul>	<ul style="list-style-type: none"> <li>High-quality visual content.</li> <li>Infographics.</li> </ul>
LinkedIn	<ul style="list-style-type: none"> <li>Supporting economic development of the region.</li> <li>Supporting professional development and employment at Council.</li> </ul>	<ul style="list-style-type: none"> <li>Career opportunities.</li> <li>Economic development initiatives.</li> <li>Information with a professional focus.</li> </ul>

*Facebook note: to assist with limited resources, the flow of information/content will be controlled by turning off wall posts and reviews.*

*Instagram note: Instagram stories (visible for 24 hours) may be used if compatible with recordkeeping software.*

### **Tone of voice**

The tone of voice (writing style) impacts the way messages are understood and how our community engages with content.

Social media is social – the style of writing is different to reports, policies, or media releases. Whilst it must still be professional, writing on social media is more conversational and personable.

Our writing on social media will:

- be written in Plain English, using everyday words and avoiding jargon and acronyms where possible<sup>11</sup>
- use inclusive language: ‘us’ and ‘we’ and not ‘Council’
- use emojis sparingly
- avoid the use of sarcastic humour that could be considered rude or disrespectful

### **Risks**

Risk	How to manage
Negative feedback and increased scrutiny	<ul style="list-style-type: none"> <li>• Utilise a two-way approach of communication to monitor general community sentiment and increase opportunities to provide correct information.</li> <li>• Procedures to effectively identify when and how to respond.</li> </ul>
Inappropriate comments	<ul style="list-style-type: none"> <li>• Implement Social Media Community Guidelines (also known as ‘terms of use’) to clearly outline what will not be tolerated.</li> </ul>
Inability to respond 24/7	<ul style="list-style-type: none"> <li>• Procedures to effectively identify when and how to respond and in what timeframe.</li> <li>• Clearly communicate on platforms (where possible) hours that profiles are moderated.</li> </ul>
Time lost with lengthy approval processes	<ul style="list-style-type: none"> <li>• Content governance framework outlining what content can be published and what type of content requires what level of approval.</li> </ul>
Recordkeeping	<ul style="list-style-type: none"> <li>• Implement automatic recordkeeping software for social media.</li> </ul>

<sup>11</sup> [Plain language and word choice](#), Australian Government Style Manual 2023

## Social media plan 2023-2024

### Objective 1: Use social media to inform our community

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*Supporting Marketing and Communications Strategy 2023 – 2024: proactive leadership resulting in an engaged and informed community.*

#### **How we will achieve this**

- Create and launch an 'Adelaide Plains Council' Facebook and Instagram page guided by this Strategy by October 2023.
- Be conservative with the amount of content posted in the first few months to provide administration with opportunity to review processes and ensure resources are in place.

#### **Measuring success**

Build a baseline of social media metrics for Council from which to measure future progress and success, including:

- number of followers
- average engagement on posts
- average monthly page reach
- average monthly posts

### Objective 2: Provide two-way communication

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*Supporting Marketing and Communications Strategy 2023 – 2024: an enviable lifestyle where our community is satisfied with the way their Council communicates.*

Utilise social media (Facebook and Instagram) to support and improve our customer service by providing our community with the ability to interact with Council online.

#### **How we will do it**

- Allowing comments on posts so our community is able to interact with Council (noting that comments will still be moderated).
- Direct (private) message features are turned on.
- Auto responses set in inboxes (where available) to clearly communicate hours online and expected response times.

#### **Measuring success**

Build a baseline of social media metrics for Council from which to measure future progress and success, including:

- number of direct messages received
- average response time

**A note on the social media plan:**

Only a social media plan is included in this document. The *Marketing and Communications Strategy 2023 – 2024* outlines several digital media related goals that are further supported by this Strategy

## Digital media management

### In this section:

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## Content governance

Content governance is the framework and processes an organisation use to manage its content across different channels. We use a 'hybrid content governance' model<sup>12</sup>. This model has a central team that ensures the quality and relevance of published content within the content strategy and plan, and subject matter experts or select business units (such as the library) approve and/or publish their specific content.

**Supporting frameworks:** Strategic plan, brand style guide, digital media strategy, editorial guidelines, content strategy, policies and procedures.

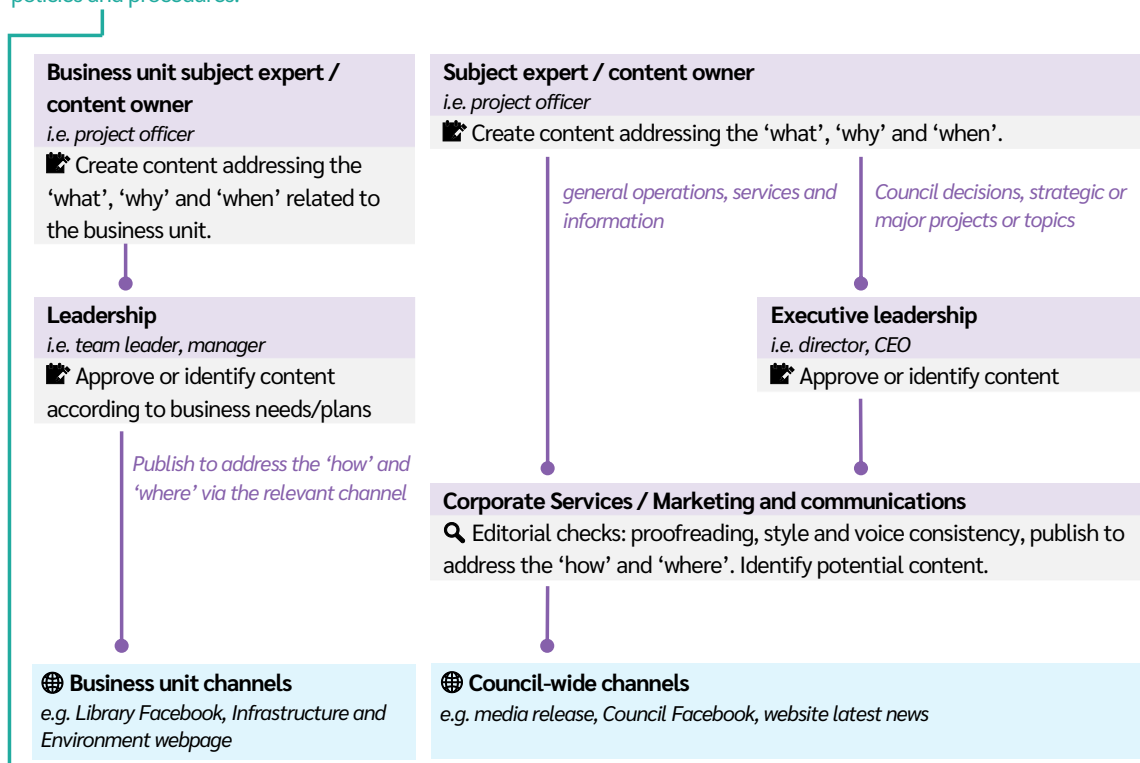


Figure 1: adapted from the Australian Government's 'hybrid content governance model'

<sup>12</sup> [Apply a content governance model](#), Digital Profession, Australian Government 2023

## Digital media principles

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Our digital media principles outline the requirements, expectations and provide general direction for our use of digital media (including social media). They underpin our [Social Media Community Guidelines](#) and [Editorial Guidelines](#). These guiding principles apply to:

- digital content or platforms that are authored or managed by Council
- social media profiles managed by Council
- social media profiles managed by Council Members, representing them in an official capacity

They may also guide staff using social media for professional networking related to their role (e.g. LinkedIn).

**Adelaide Plains Council digital media principles****1. Leadership and diplomacy**

- 1.1. Use digital media strategically and with purpose
- 1.2. Publish content in line with Council's editorial guidelines
- 1.3. Provide timely, transparent and high-quality customer service

**2. Teamwork**

- 2.1. Establish clear internal frameworks and procedures for content and response workflows

**3. Honesty and integrity**

- 3.1. Publish factual and clear information
- 3.2. Acknowledge and correct or clarify content that contains errors, ambiguous or otherwise misleading information, as soon as is reasonably practicable
- 3.3. Remove public comments only when deemed inappropriate within the definitions of Council policies, guidelines, or the Terms of Use of the relevant platform
- 3.4. Refrain from content or interactions which could be seen as biased, showing undue favour or in response to real or perceived compensation or reward

**4. Respect**

- 4.1. Be inclusive and accessible to and for all members of our community
- 4.2. Publish content that includes reference to people only with their verbal or written consent
- 4.3. Moderate public comments on digital channels to maintain a safe and respectful online environment

**5. Professionalism**

- 5.1. Comply with legislative and regulatory requirements and all Council policies, procedures, and guidelines
  - 5.1.1. For the purpose of clarity, this includes (but is not limited to) information management requirements, confidentiality, and copyright
- 5.2. Credit all third-party content where possible
- 5.3. Ensure security of logins and data
- 5.4. Monitor digital media appropriately

**6. Innovative and open-minded**

- 6.1. Encourage open, transparent and organic discussion
- 6.2. Listen to feedback
- 6.3. Proactively evaluate digital media for continuous improvement
- 6.4. Stay up to date with best practice and commit to ongoing learning

**Digital and social media principles – a note for Council Members:**

Council Members should use social media in accordance with the *Behavioural Standards* and *Media Policy*. Generally, Council Members should not express personal opinions regarding Council decisions or Council business, or be critical of the Council. If it is not possible to separate official Council positions from personal opinion, Council Members should consider using a formal disclaimer in the piece of content to make this distinction.



## Roles and responsibilities

The responsibilities of specific positions that are directly or indirectly involved in digital content, platforms, or social media profiles that are authored or managed by Council are outlined in **table 3**. This list is not exhaustive and additional responsibilities may be outlined in other Council policies, procedures, or guidelines.

*Table 4: a summary of roles and responsibilities of various positions at Adelaide Plains Council as they relate to Council authored or managed digital media.*

Position	Responsibilities
Council Members	<ul style="list-style-type: none"> <li>Understand and comply with the relevant requirements, principles, and guidelines in the <i>Social Media Policy</i>, <i>Media Policy</i>, this Strategy, and <i>Behavioural Standards</i>.</li> <li>Direct our community to the Council website as the central source of current information.</li> <li>Provide administration time and space to respond to comments on Council social media posts to ensure consistent messaging and full, accurate operational information can be provided.</li> <li>Support administration to manage social media as an operational task.</li> </ul>
CEO	<ul style="list-style-type: none"> <li>Provide strategic direction for digital media.</li> <li>Provide guidance and approval on content involving, or responses to, sensitive topics or significant issues.</li> <li>Approve new public digital communication channels.</li> <li>Authorise Council employees to manage social media profiles.</li> </ul>
Executive leadership (Directors)	<ul style="list-style-type: none"> <li>Provide guidance and approval on content involving, or responses to, sensitive topics or significant issues relevant to the department.</li> <li>Approve or identify content for the relevant department regarding Council decisions, strategic or major projects or topics.</li> </ul>
Director Corporate Services	<ul style="list-style-type: none"> <li>Oversee the success of Council's digital media.</li> <li>Provide strategic direction for digital media and content.</li> <li>Evaluate digital marketing performance against organisational KPIs and strategic plan.</li> <li>Escalate issues to executive leadership or CEO when necessary.</li> </ul>
Marketing and Communications Officer	<ul style="list-style-type: none"> <li>Oversee the success and implementation of Council's digital media.</li> <li>Manage content strategy and digital media governance framework.</li> </ul>

	<ul style="list-style-type: none"> <li>• Editorial and strategic content oversight of content published to Council-wide (non-business unit specific) channels to ensure consistent style, voice, and messaging.</li> <li>• Manage and plan the content calendar.</li> <li>• Monitor and respond to digital media platforms and public comments on social media.</li> <li>• Provide customer service with advice and assistance relating to responses on social media.</li> <li>• Escalate issues to directors or executive leadership when necessary.</li> </ul>
Team Leader Customer Service	<ul style="list-style-type: none"> <li>• Monitor and respond to direct messages and public comments on Council's social media accounts.</li> <li>• Provide guidance and support to the customer service team in responding to operational or general information queries.</li> <li>• Escalate issues to Marketing and Communications Officer when necessary or unsure.</li> <li>• Monitor and evaluate analytics of enquiries received, response times, and common topics or questions where there are information or content gaps.</li> </ul>
Customer Service	<ul style="list-style-type: none"> <li>• Monitor and respond to direct messages on Council's social media accounts.</li> <li>• Direct the community to the Council website as the central source of information.</li> </ul>
Leadership <i>i.e manager, team leader</i>	<ul style="list-style-type: none"> <li>• Identify or approve content according to business needs/plans.</li> <li>• Monitor business unit specific channels or social media accounts (e.g. Library) and approve and manage content.</li> </ul>
Subject expert/content owner	<ul style="list-style-type: none"> <li>• Proactively identify or develop content or communications requirements at the project planning stage, notifying the Marketing and Communications Officer.</li> <li>• Provide accurate information.</li> <li>• Monitor and create business unit specific content or social media accounts (e.g. Library).</li> </ul>
Council employees	<ul style="list-style-type: none"> <li>• Understand and comply with the relevant requirements, principles, and guidelines in the <i>Social Media Policy</i>, <i>Media Policy</i>, and this Strategy.</li> <li>• Support the development or updating content by providing engaging stories or notifying of outdated information.</li> </ul>

## Editorial guidelines

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Our editorial guidelines ensure that all content produced is consistent in brand and aligned to our digital media principles and other guidelines. These editorial guidelines apply to content created by Adelaide Plains Council for publishing in print or online.

Content produced by Adelaide Plains Council must be:

1. created in accordance with Council policies, procedures, and brand guidelines
2. fair, transparent and factual
  - 2.1. by taking reasonable effort to ensure that all facts are accurate and presented in context
  - 2.2. by acknowledging and correcting or clarifying content that contains errors, ambiguous, or otherwise misleading information, as soon as is reasonably practicable
  - 2.3. by acknowledging when content has been provided by an external organisation
3. responsive to the needs and interests of our community
4. inclusive and accessible to and for all members of our community
  - 4.1. by following principles of accessible content outlined in industry standards such as the Web Content Accessibility Guidelines (WCAG), the Australian Government Style Manual, or by utilising the inbuilt accessibility tools of relevant platforms, and using Plain English where possible
  - 4.2. by ensuring that critical information is available in different formats where possible
5. not cause harm to Council, our members, employees, our community, or the broader community
  - 5.1. by not publishing abusive, profane, or sexual language, or be considered as bullying or harassment
  - 5.2. by not publishing content that is discriminatory towards a person or group of people based on age, colour, creed, disability, family status, gender, nationality, marital status, parental status, political opinion/affiliation, pregnancy or potential pregnancy, race or social origin, religious beliefs/activity, responsibilities, sex or sexual orientation
  - 6.5. by not publishing material that would breach laws (including defamation, privacy, trade practices, financial rules and regulations, fair use, copyright) or is designed to, or likely to, encourage law breaking
  - 6.6. by obtaining consent from people who are identifiable in the content
  - 6.7. by maintaining confidentiality and not publishing confidential or sensitive information about Council, our members, employees, or external parties
6. protecting of children and young people
  - 6.1. by obtaining consent from a guardian (if the subject is under 18 years old), and consent from the child or young person
  - 6.2. by ensuring that no visual content includes identifiable information such as name, address, or school

**External (non-Adelaide Plains Council) content**

Content provided by external organisations may be published when it has been provided by the:

1. Subsidiaries and external bodies of Council
2. South Australian Government and entities
3. Australian Government and entities
4. Local Government Association of SA
5. Australian Local Government Association
6. Emergency services

Consideration *may* be given to external content when it has been provided by a community group, not-for-profit organisation, or is a free community event that operates within or adjacent to the Council region and the information is of potential positive social, economic, or environmental benefit for our community and region.

For example:

- horticultural volunteer groups that care for flora or fauna within our region
- events that are open to our community
- educational workshops
- awareness days or campaigns that address issues faced by our community

The method or platform for communication of the above requests will be decided depending on the target audience. Where there are competing priorities or dates, Council business will take priority.

External content not captured in the above may be published when it relates to a project or event endorsed by Council.

## **Social media community guidelines (terms of use)**

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Social media provides Council with a means to engage in meaningful, two-way communication with our community.

We listen to our community's needs and generally allow uncensored discussion, only removing content that is deemed inappropriate within the definitions of our *Social Media Policy* or these community guidelines. We expect community members to treat each other with respect and courtesy. These standards apply to all interaction on our digital platforms, including official pages on social media websites.

Under no circumstances is the following content permitted on Adelaide Plains Council social media accounts, whether published by Council, Council Members, employees, or the community:

1. Abusive, profane or sexual language.
2. Discriminatory material in relation to a person or group based on age, colour, creed, disability, family status, gender, nationality, marital status, parental status, political opinion/affiliation, pregnancy or potential pregnancy, race or social origin, religious beliefs/activity, responsibilities, sex or sexual orientation.
3. Illegal material or materials that are designed to, or are likely to, encourage law breaking.
4. Materials that could compromise Council, employee, Council Member or system safety.
5. Materials which would breach applicable laws (defamation, privacy, trade practices, copyright, financial rules and regulations, fair use, trademarks).
6. Confidential information about council, employee, members, or third parties.
7. Material which would bring the Council, employees, members into disrepute, other than a complaint that is made using reasonable language.
8. Personal details or references to employees, Council Members or third parties, which may be inconsistent with the *Privacy Act 1988* (Cth).
9. Defamatory content.
10. Spam: meaning the distribution of unsolicited bulk electronic messages.
11. Statements which may be considered to be bullying or harassment.

Any content containing the above will be hidden or removed. Breaches of our community guidelines may result in an account being blocked from accessing or engaging with our digital profiles. Repeated comments breaching our community guidelines on a single post may result in comments on that post being turned off.

If you have concerns about inappropriate content on an Adelaide Plains Council social media page you can alert us via a direct message on that same platform.

When accessing or participating in Adelaide Plains Council digital media spaces you agree to also comply with the terms and conditions specified by that platform.

**Privacy and data**

We recommend that our community understands the privacy settings for their individual accounts on each platform they use.

Under the *State Records Act 1997*, social media is an official record and all content posted in connection to an Adelaide Plains Council profile will be recorded (including direct/private messages and comments on posts).

We use online analytic services to help assess our content to help us improve the user experience and relevance of information. This is done using cookies, pixels, and Google Analytics which are services that collect information about internet usage. The [Office of the Australian Information Commissioner](#) provides easy to understand information on how data may be used across the internet and how Australian users can protect their privacy.

## **Monitoring and moderation of social media**

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Our community accesses social media 24 hours a day, 7 days a week. Unfortunately we do not have the capacity to monitor our digital channels regularly outside of business hours.

The following approaches will be taken to keep the flow of content and information in line with resource limitations:

### **Hours online and response timeframes**

Social media will be monitored during business hours from 9am to 5pm, Monday to Friday, excluding public holidays or where Council offices or functions (e.g. the library) are otherwise closed.

Where possible these hours and guidance on expected response times will be published for our community's awareness (depending on the platform) and explained on our website.

Not every comment received requires a response, but employees monitoring social media will refer to the [Social Media Response Workflow](#) to ensure a consistent approach to social media responses.

We will endeavour to respond to all genuine private messages and comments within the following timeframes:

- 1 business day (8 business hours) where no approval is needed for the response
- 2 business days (16 business hours) where approval is needed for a response\*

*\*if approval is needed, and the response cannot be provided or approved within 2 business days, the comment or message will be acknowledged as a minimum.*

Although we aim to help resolve simple enquiries received through social media on the platform they are received, not all matters can be resolved through social media. We may refer our community to alternative options, such as phone call or email, to ensure their enquiry is addressed appropriately.

### **Comments on (two-way communication)**

A post-moderation approach will generally be taken in regards to comments received on public posts. Comments will generally be unrestricted (or the option for comments 'switched on') on posts.

Council may remove comments that do not adhere to the requirements identified in our [Digital Media Guiding Principles](#) or [Social Media Community Guidelines](#).

**Comments off**

Comments may be restricted (or the option for comments ‘switched off’) on posts where:

- repeated breaches of our *Community Guidelines* are received
- the post is generating, or likely to generate, increased engagement that requires quick responses beyond available resources or hours online
- the post is no longer relevant, or the information is outdated, and the publishing of new comments risks the post reappearing in news feeds that could cause possible confusion (for example a public consultation period that has since closed).

**Filters and alerts**

Use of inbuilt platform profanity filters will be used to ensure comment sections remain respectful.

Where the tools are available, email alerts for keywords may be set up where required and as identified by the Marketing and Communications Officer, Director Corporate Services, executive leadership or the CEO.

**Negative comments or complaints**

Negative comments or complaints will be responded to and handled in accordance with our [Social Media Response Workflow](#) and [Complaints Handling Policy](#).

**Requests for service**

Requests for service will be responded and handled in accordance with our [Social Media Response Workflow](#) and [Requests for Services Policy](#).

**Facebook community groups or non-Council profiles**

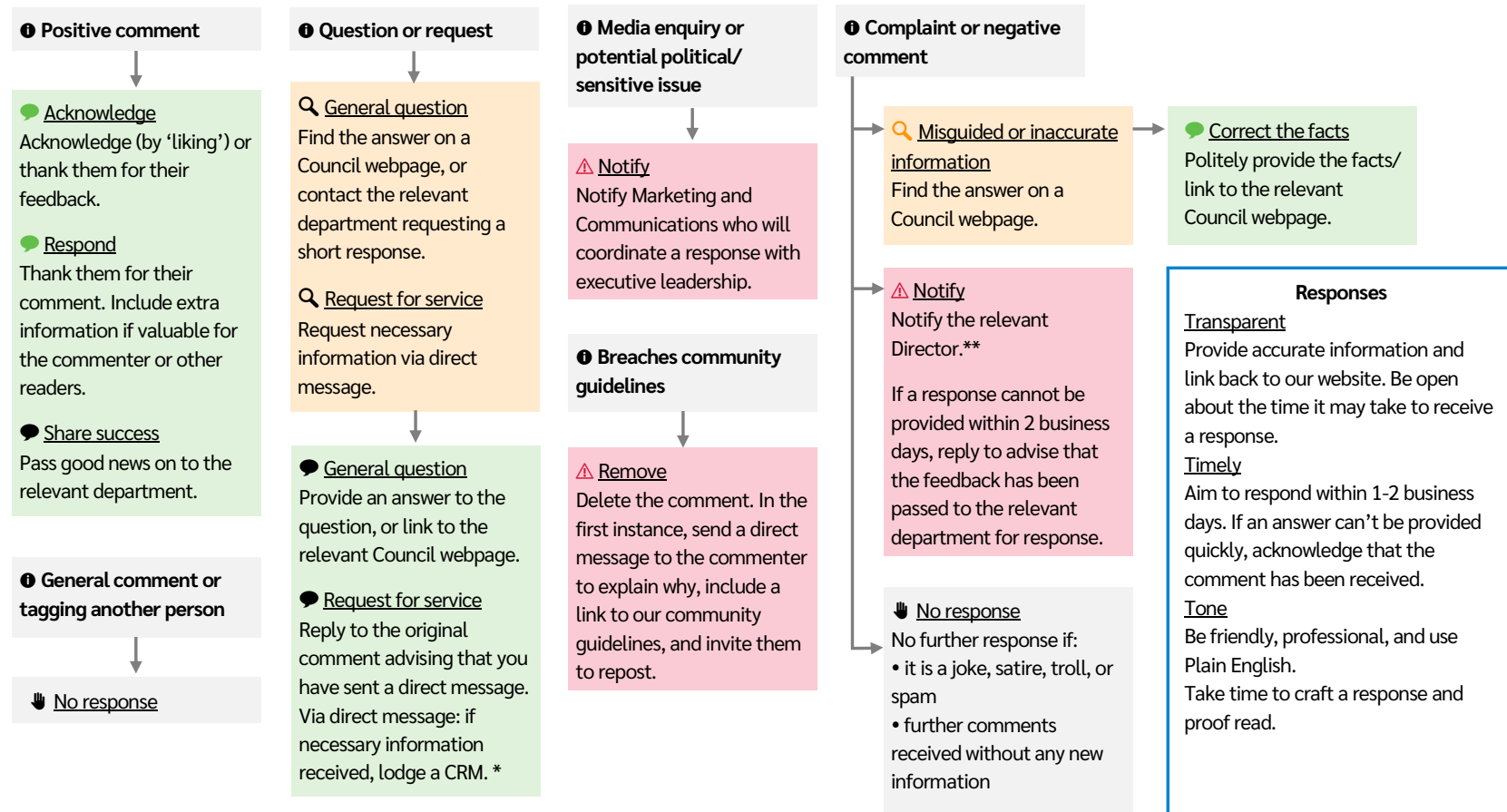
Unless otherwise invited to by the group or page admins, or deemed necessary by the CEO, we will generally not actively participate in or post to external groups or pages using Council accounts. Many community groups or profiles are created and run by community members for the purpose of having a ‘private’ or uncensored discussion without the involvement of their local council.

Please note that this does not discourage Council Members from communicating with their community on these platforms.



## Social media response workflow

This social media response workflow is a guide to when or how Council will respond to comments or messages on social media.



\*refer to [Requests for Services Policy](#)

\*\* refer to [Complaints Handling Policy](#)

## **Information management of social media**

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The use of social media for business purposes means that information created on any platform is a record and needs to be managed. All social media records will be captured in Council's corporate systems, including direct (private) messages and comments.

## **Security**

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### **Access to accounts**

Access will be limited and tailored to the role and purpose of the access. All users with access to Council's social media accounts will sign a Social Media Access Authority Form prior to access being granted, and induction to functions relevant to their role.

The following roles may have full access to all Council digital channels and the associated records:

- Director Corporate Services
- Marketing and Communications Officer
- Senior IT Officer

Access will be reviewed every 12 months, or as otherwise required.

### **Two factor authentication**

All users with access to Council's digital channels must opt into two-factor authentication for their accounts to improve security.

### **Passwords**

All passwords for Council digital channels must be secure in line with advice from IT staff and Australian Government recommendations<sup>13</sup>.

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<sup>13</sup> [Passphrases](#), Australian Signals Directorate 2023

## Evaluation

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Social media will be proactively valued for continuous improvements. Key metrics will be regularly collected and analysed including:

- number of followers
- average engagement on posts
- average monthly page reach
- total/average monthly posts
- number of direct messages received
- average response time to direct messages

The impact on Council resources (such as time) and associated software or tools needed will also be monitored and evaluated.

## Further reading

### Adelaide Plains Council

[Brand Guidelines](#)

[Complaints Handling Policy](#)

[Marketing and Communications Strategy 2023 – 2024](#)

[Requests for Services Policy](#)

[Social Media Policy](#)

[Strategic Plan 2021 – 2024](#)

### Other

[Apply a content governance model](#), Digital Profession, Australian Government 2023

[Avoiding pitfalls when agencies and public servants use social media](#), Ombudsman New South Wales 2023

[Digital 2023 Australia](#), We Are Social 2023

[Images of children and young people online](#), Australian Institute of Family Studies 2015

[Learning from public entities use of social media](#), Office of the Auditor-General New Zealand 2013




[Learning from public entities' use of social media](#), Office of the Auditor General New Zealand 2013

[Passphrases](#), Australian Signals Directorate 2023

[Plain language and word choice](#), Australian Government Style Manual 2023

[Social media communication modes in government](#), I Mergel 2017

[Social media engagement forms in government: A structure-content framework](#), C Wukich 2022

**14.3 POLICY REVIEW - SOCIAL MEDIA POLICY AND MEDIA POLICY****Record Number:** D23/45672**Author:** Marketing and Communications Officer**Authoriser:** Director Corporate Services**Attachments:**  
1. Revised Social Media Policy    
2. Revised Media Policy  **EXECUTIVE SUMMARY**

- The purpose of this report is for Council to review its current *Social Media Policy* and *Media Policy* in light of the recent development of a *Digital Media Strategy* and the associated launch of social media profiles.
- The *Social Media Policy* provides clarity about the roles and responsibilities of Council Members and Council employees who represent Council on Social Media.
- The *Media Policy* outlines Council's position in relation to communications with the media, in addition to the legislative spokesperson requirements, and ensures that Council effectively promotes and responds to the media in a professional, timely and positive manner.
- It is recommended that both policies now be updated to ensure alignment with the *Digital Media Strategy*.
- For ease of reference, the revised policies are presented as 'clean' copies (no mark-up/tracked changes) to compare against the current policies.
- The revised *Social Media Policy* (**Attachment 1**) and revised *Media Policy* (**Attachment 2**) are presented for Council's consideration.

**RECOMMENDATION 1 – SOCIAL MEDIA POLICY**

"that Council, having considered Item 14.3–*Policy Review - Social Media Policy and Media Policy*, dated 23 October 2023, receives and notes the Report and in doing so adopts the revised *Social Media Policy* as presented as Attachment 1 to this Report **subject to the following amendments:**

1. ."

**RECOMMENDATION 2 – MEDIA POLICY**

"that Council, having considered Item 14.3–*Policy Review - Social Media Policy and Media Policy*, dated 23 October 2023, adopts the revised *Media Policy* as presented as Attachment 2 to this Report **subject to the following amendments:-**

1. "

**BUDGET IMPACT**

Estimated Cost:	Nil
Future ongoing operating costs:	Nil
Is this Budgeted?	Not applicable

**RISK ASSESSMENT**

The adoption of a revised *Social Media Policy* and *Media Policy* will ensure alignment with Council's *Digital Media Strategy*.

The *Social Media Policy* will assist Council Members and Employees with understanding appropriate use of Social Media when either using it on behalf of Adelaide Plains Council, or representing Adelaide Plains Council to the community online.

The *Media Policy* will assist Council Members and Employees with understanding and complying with their obligations under the *Behavioural Standards of Council Members* and the *Local Government Act 1999*. The Policy outlines Council's position and expectations in relation to communication with the broadcast media.

## DETAILED REPORT

### Purpose

The purpose of this report is for Council to review its current *Social Media Policy* (the Social Media Policy) and *Media Policy* (the Media Policy), in light of the recent development of a *Digital Media Strategy* and the associated launch of social media profiles.

### Background

#### Social Media Policy

The Social Media Policy provides clarity about the roles and responsibilities of Council Members and Council employees who represent Council on social media.

The Social Media Policy was last revised at the 20 August 2018 Ordinary Meeting, with roles and responsibilities further defined and an outline of considerations that relate to social media use. At the time, the only social media presence for Council was the Library Facebook page, and so the current Social Media Policy does not fully reflect a Council-wide approach to social media.

#### Media Policy

The Media Policy outlines Council's position in relation to communications with the media, in addition to the legislative requirements regarding Council's spokesperson, and ensures that Council effectively promotes and responds to the media in a professional, timely and positive manner.

The Media Policy was introduced on 12 March 2020 via Council's Governance Advisory Panel with the objective of formally outlining Council's position regarding communication with the broadcast media.

The current Media Policy, however, does not include delineation between how social media is managed differently by administration to the way media is managed.

#### Legislative requirements

Section 58 of the *Local Government Act 1999* (the Act) states that Council's principal spokesperson is the Mayor.

Standard 1.5 of the *Behavioural Standards for Council Members* (the Behavioural Standards) states that Council Members must "When making public comments, including comments to the media, on Council decisions and Council matters, show respect for others and clearly indicate their views are personal and are not those of the Council."

#### Introduction of corporate social media

In considering a 'Social Media Progress Update' report on 25 September 2023, Council resolved to 'go live' with a social media presence on 24 October 2023, subject to considering and adopting a Digital Media Strategy, revised Social Media Policy and Media Policy, and partaking in an information session in relation to a draft Digital Media Strategy.

## Discussion

Both policies have been revised following development of the *Digital Media Strategy 2023-2024*. The development of the Digital Media Strategy involved a significant amount of information gathering and staff consultation to ensure the proposed approach to managing social media would have as little impact as possible.

### Revised Social Media Policy

The Social Media Policy has been revised to reflect Council's future approach to social media, with additional presence beyond the Library's Facebook page.

In preparing the revised Social Media Policy consideration has been given to:

- The draft Digital Media Strategy 2023-2024.
- Additional requirements that come with a Council-wide social media presence.

Key revisions to the Social Media Policy include:

- Digital media principles (from the draft Digital Media Strategy) inserted.
- 'Usage' refined to cover requirements of Council social media *and* any profiles or content that represent APC (for example Council Member profiles or staff referring to Adelaide Plains Council on LinkedIn).
- 'Social Media Procedures' and 'Management' condensed into "Management of Council Social Media".
- Definitions refined to clearly differentiate when the Policy is referring to social media in general, Council profiles (for example an 'Adelaide Plains Council' Facebook profile), business unit profiles (for example 'Adelaide Plains Library' Facebook), or all profiles representing Adelaide Plains Council (for example applying to both 'Adelaide Plains Council' and 'Adelaide Plains Library' profiles).
- Roles and responsibilities clarified, adding responsibilities of Council employees that have access to Council social media.
- Editorial Guidelines and Social Media Community Guidelines (from the draft Digital Media Strategy) added as appendices for ease of reference.

### Revised Media Policy

In preparing the revised Media Policy consideration has been given to:

- Section 58 of the Act stating that Council's principal spokesperson is the Mayor.
- Standard 1.5 of the Behavioural Standards clarifying Council Member standards when making public comments.
- Operational considerations of providing statements to the media.

Key revisions to the Media Policy include:

- Separation of media and social media as definitions, as although social media *is* the media, Council administration requires a different approach to the broader media to effectively and efficiently manage social media platforms.
- Council's approach to making comments on Council-managed social media and how it relates to the spokesperson requirements.



**Conclusion**

Amendments have been made to both the current Social Media Policy and Media Policy in light of the introduction of a *Digital Media Strategy* and Council's associated launch of social media profiles. It is recommended that both revised policies be adopted by Council, subject to any changes Council may wish to make.

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**References**Legislation

*Local Government Act 1999*

Council Policies/Plans


*Behavioural Standards for Council Members*

*Draft Digital Media Strategy 2023 – 2024*

*Strategic Plan 2021-2024*

*Proactive leadership 2: actively engage with and inform our communities*

## REVISED SOCIAL MEDIA POLICY

	<b>Social Media Policy</b>	
	<b>Adoption by Council:</b>	TBA
	<b>Resolution Number:</b>	TBA
	<b>Current Version:</b>	V2
	<b>Administered by:</b>	<b>Last Review Date:</b> 2023
	Director, Corporate Services	<b>Next Review Date:</b> 2025
<b>DOCUMENT NO:</b> D18/32308	<b>Strategic Outcomes</b>  Proactive Leadership 2: actively engage with and inform our communities	

### 1. Objective

The purpose of this Policy is to provide clarity about the roles and responsibilities of Council Members and Council employees who represent Council on Social Media. This Policy aims to promote effective and productive community engagement through Social Media, reduce the likelihood of miscommunication or inappropriate communications through Social Media and assist Council employees to manage challenges associated with Social Media such as responsiveness, record keeping, privacy and security.

### 2. Scope

This Policy applies to Council Members, and Council employees who represent Council on Social Media, and includes personal use where reference is made to Council, Council Members, an employee or other Council related business.

### 3. Definitions

**Business Unit Profile** means a digital media channel or Social Media platform that operates for the purpose of a specific Council business unit or function.<sup>1</sup>

**community** means all people who live, work, pay rates, conduct private/government business, visit, or utilise services, facilities or public spaces within the Council area.

**content** means media (written, visual, or audio) designed for easy, engaging delivery of information to an audience published for public distribution.

**Council** means Adelaide Plains Council.

**Council Member** means a member elected to Council in accordance with the *Local Government Act 1999*.

**Council Profile** means a digital media channel or social media platform that operates for the purpose of Council as a whole. For clarity, Council Social Media refers to any Social Media Profile managed by Council administration.

<sup>1</sup> For example: the library.

## REVISED SOCIAL MEDIA POLICY

**employee** means any person carrying out duties or performing tasks for and on behalf of Council, whether they are paid or unpaid, including staff, contractors, consultants, trainees, volunteers, students and any other person who has access to Council's electronic systems and services in a full-time, part-time or casual capacity.

**Social Media** means digital platforms where users can post or otherwise contribute content, for example: Facebook/Meta, Instagram, LinkedIn, or any other website that allows individuals to post, publish and/or interact.

**spokesperson** means a representative of Council authorised to make public statements on behalf of Council.

**profile** means an account on a social media platform that identifies or represents an individual or organisation.

**publish** means the uploading of content online, including but not limited to a status update, comment, post, photo, video or link.

### 4. Social Media Principles

#### 4.1 Leadership and diplomacy

- 4.1.1 Use digital media strategically and with purpose
- 4.1.2 Publish content in line with Council's editorial guidelines
- 4.1.3 Provide timely, transparent and high-quality customer service

#### 4.2 Teamwork

- 4.2.1 Establish clear internal frameworks and procedures for content and response workflows
- 4.2.2 Honesty and integrity
- 4.2.3 Publish factual and clear information
- 4.2.4 Acknowledge and correct or clarify content that contains errors, ambiguous or otherwise misleading information, as soon as is reasonably practicable
- 4.2.5 Remove public comments only when deemed inappropriate within the definitions of Council policies, guidelines, or the Terms of Use of the relevant platform
- 4.2.6 Refrain from content or interactions which could be seen as biased, showing undue favour or in response to real or perceived compensation or reward

#### 4.3 Respect

- 4.3.1 Be inclusive and accessible to and for all members of our community
- 4.3.2 Publish content that includes reference to people only with their verbal or written consent
- 4.3.3 Moderate public comments on digital channels to maintain a safe and respectful online environment

#### 4.4 Professionalism

- 4.4.1 Comply with legislative and regulatory requirements and all Council policies, procedures, and guidelines
  - 4.4.1.1 For the purpose of clarity, this includes (but is not limited to) information management requirements, confidentiality, and copyright
- 4.4.2 Credit all third-party content where possible
- 4.4.3 Ensure security of logins and data
- 4.4.4 Monitor digital media appropriately

#### 4.5 Innovative and open-minded

- 4.5.1 Encourage open, transparent and organic discussion
- 4.5.2 Listen to feedback
- 4.5.3 Proactively evaluate digital media for continuous improvement
- 4.5.4 Stay up to date with best practice and commit to ongoing learning

## REVISED SOCIAL MEDIA POLICY

### 5. Usage

Council Members and employees who represent Council on Social Media must:

- 5.1 use Social Media in accordance with the *Behavioural Standards for Council Members*, or, in the case of Council Employees, act in a way that generates community trust and confidence in Council;
- 5.2 use Social Media in accordance with any other Council policy;
- 5.3 be aware of the spokesperson requirements of Council's *Media Policy* and remember that social media is the media;
- 5.4 clearly indicate their views are personal and are not those of Council when making public comments on Council decisions and Council matters;
- 5.5 remember that content published on Social Media may contribute to the community's overall perception of Council, and will not always differentiate that of a 'personal view' and an official statement from Council even when published with a disclaimer;
- 5.6 only disclose publicly available information;
- 5.7 not comment outside of area of expertise, or commit Council to actions or undertakings outside their delegated authority;
- 5.8 ensure that any comments made or information given does not purport to be legal or professional advice; and
- 5.9 seek advice from the Chief Executive Officer (CEO) or Corporate Services Department if unsure about applying the provisions of this Policy.

### 6. Management of Council Social Media

Council uses Social Media to:

1. meet the digital communication needs and expectations of the community by providing an opportunity to engage in two-way communication online
2. effectively tell the story so the community understands the what, why, when, where, and how of Council decisions and projects
3. support Council's vision of a community and region that is productive, diverse, welcoming, ambitious, leading, and a lifestyle location
4. provide open, responsive government
5. share relevant information with the community.

#### 6.1 Establishing Council Social Media profiles

Social Media sites must be approved by the CEO. Approval of new or removal of existing Social Media sites should consider the identified business objectives, target audience, resourcing requirements and must ensure alignment with Council's policies and *Marketing and Communications Strategy*.

New Social Media profiles must have a plan created which as a minimum will include: objectives, target audience, resourcing requirements, content strategy or plan, procedure for monitoring and responding, information management, security, reporting and evaluation.

#### 6.2 Authorised access

Employees must be authorised by the CEO to access Social Media prior to gaining access. Authorisation will clearly define the extent to which Employees can access or manage Council Social Media, or communicate on behalf of Council.

#### 6.3 Content

Content published will be in line with Council's Digital Media Principles (refer to Part 4 of this Policy) and Editorial Guidelines (**Appendix 1**).

## REVISED SOCIAL MEDIA POLICY

Under no circumstances will Council publish content that contains:

- abusive, profane or sexual language;
- discriminatory material in relation to a person or group based on age, colour, creed, disability, family status, gender, nationality, marital status, parental status, political opinion/affiliation, pregnancy or potential pregnancy, race or social origin, religious beliefs/activity, responsibilities, sex or sexual orientation;
- illegal material or materials that are designed to, or are likely to, encourage law breaking;
- materials that could compromise Council, employee, Council Member or system safety;
- materials which would breach applicable laws (defamation, privacy, trade practices, copyright, financial rules and regulations, fair use, trademarks);
- confidential information about council, employee, members, or third parties;
- material which would bring the Council, Council Employees, or Council Members into disrepute, other than a complaint that is made using reasonable language; personal details or references to employees, Council Members or third parties, which may be inconsistent with the Privacy Act 1988 (Cth);
- defamatory content;
- spam: meaning the distribution of unsolicited bulk electronic messages; statements which may be considered to be bullying or harassment.

### 6.4 Security

All users with access to Council's Social Media Profiles must opt into two-factor authentication where available. Passwords must be secure in line with advice from IT or Federal Government requirements.

Administration access must be provided to IT and Corporate Services as designated, or username and password registered.

IT and Corporate Services will maintain a record of all Council Social Media Profiles and relevant access.

### 6.5 Information management

All content, comments, private messages and interactions between Council and its community on Social Media are records and will be captured within Council's Electronic Document Records Management System.

### 6.6 Evaluation and continuous improvement

Council's Social Media Accounts should be reviewed at regular intervals to ensure that business objectives are being achieved, and to identify opportunities for further improvement.

### 6.7 Monitoring and moderation

Council's Social Media Profiles will be monitored during regular hours of Council, or in the case of a Business Unit Profile, during the regular hours of that Business Unit.

Council acknowledges that Social Media is accessed outside of business hours. The hours that a Council Social Media Profile is monitored and an expected response timeframe will be clearly communicated where possible on the relevant platform.

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### 6.8 Responding to enquiries

Council Employees authorised to respond to enquiries on Council Social Media will refer to the internal response procedures or workflow for the relevant Profile.

Responses to enquiries will not be at odds with Council's:

- *Customer Service Charter*
- *Requests for Services Policy*
- *Complaints Handling Policy*

### 6.9 Moderation of comments

Comments will generally be unrestricted (or the option for comments 'switched on') on posts. Council may hide or remove comments that do not adhere to the requirements identified in the Social Media Community Guidelines (**Appendix 2**) or the terms of use of the relevant platform.

Comments may be restricted (or the option for comments 'switched off') on posts where:

- repeated breaches of the Social Media Community Guidelines are received on that post;
- the post is generating, or likely to generate, increased engagement that requires quick responses beyond available resources or hours online;
- the post is no longer relevant, or the information is outdated, and the publishing of new comments risks the post reappearing in news feeds that could cause possible confusion in the community; or
- as otherwise directed by the CEO.

## 7. Roles and Responsibilities

Role	Responsibilities
Council Members	<ul style="list-style-type: none"> <li>• Seek authorisation from the CEO and/or Director Corporate Services in relation to the use of Social Media in connection with their capacity as a Council Member.</li> <li>• Seek approval for any Council branding of Social Media.</li> <li>• Register Social Media Profile with the Director Corporate Services.</li> <li>• Understand and comply with the provisions in this Policy.</li> <li>• Seek training and development for using Social Media effectively.</li> <li>• Support administration to manage social media as an operational task.</li> </ul>
Chief Executive Officer	<ul style="list-style-type: none"> <li>• Provide strategic direction for Social Media.</li> <li>• Provide guidance and approval on content involving, or responses to, sensitive topics or significant issues.</li> <li>• Approve new Council Social Media Profiles.</li> <li>• Authorise Council Employees to manage Council Social Media.</li> </ul>

**REVISED SOCIAL MEDIA POLICY**

Executive leadership (Directors)	<ul style="list-style-type: none"> <li>• Offer and allow Council Employees to participate in reasonable Social Media training</li> <li>• Facilitate the demands of moderating and responding to communications received via Social Media</li> <li>• Monitor Council Employee usage of Social Media and manage performance and usage in accordance with this Policy</li> <li>• Provide reports, in line with the relevant Procedure, to the Executive Management Team regarding the performance of any Social Media Accounts</li> <li>• Ensure regular review of Social Media Accounts, with a focus on business objectives and effectiveness</li> <li>• Provide guidance and approval on content involving, or responses to, sensitive topics or significant issues relevant to the Department.</li> </ul>
Corporate Services Department	<ul style="list-style-type: none"> <li>• Oversee the success and implementation of Council's Social Media.</li> <li>• Monitor Council Social Media accounts and provide advice accordingly</li> <li>• Provide advice and assistance with the development of Communication Strategies and Plans</li> <li>• Approve the design and branding of Council Social Media Profiles</li> <li>• Educate Council Members, Council Employees and relevant third parties in relation to this Policy</li> <li>• Seek legal advice, as appropriate, where an issue is likely to be contentious or may create legal risk for Council</li> </ul>
Employees with authorised access to Council Social Media	<ul style="list-style-type: none"> <li>• Monitor and respond to enquiries on Council Social Media in line with authorisation</li> <li>• Manage and monitor Business Unit Profiles in accordance with this Policy where authorised</li> <li>• Develop a Social Media plan or content schedule ahead of time for Business Unit Profiles</li> </ul>
All Council Employees	<ul style="list-style-type: none"> <li>• Understand and comply with the provisions in this Policy.</li> <li>• Seek training and development for using Social Media effectively where required.</li> <li>• Seek advice from the CEO or Corporate Services Department if unsure about applying the provisions of this Policy.</li> </ul>

**8. Related Documents**

*Behavioural Standards of Council Members*  
*Code of Conduct for Volunteers*  
*Complaints Handling Policy*  
*Complaints Handling Procedure*  
*Council Members Communication Policy*  
*Council Members Information Management Policy*  
*Customer Service Charter*  
*Human Resource Management Policy*  
*Information Management Policy for Staff*  
*Requests for Services Policy*  
*Strategic Plan 2021-2024*  
*Volunteer Management Policy*

**REVISED SOCIAL MEDIA POLICY****9. Records Management**

All documents relating to this Policy will be registered in Council's Record Management System and remain confidential where identified.

**10. Document Review**

This Policy will be reviewed every two (2) years, including within six (6) months following a Council general election.

**11. Further Information****11.1 Public Access**

Members of the public may inspect this Policy free of charge on Council's website: [www.apc.sa.gov.au](http://www.apc.sa.gov.au) or Council's Principal Office : 2a Wasleys Rd, Mallala SA 5502.

A copy of this Policy may be obtained on payment of a fee.

**11.2 Questions**

Any queries in relation to this Policy must be in writing to [info@apc.sa.gov.au](mailto:info@apc.sa.gov.au), marked:  
Attention: Director Corporate Services.



## REVISED SOCIAL MEDIA POLICY

### Appendix 1: Editorial Guidelines

Our editorial guidelines ensure that all content produced is consistent and aligned to our digital media principles and other guidelines. These editorial guidelines apply to content created by Council for publishing in print or online.

Content produced by Council must be:

1. created in accordance with Council policies, procedures, and brand guidelines
2. fair, transparent and factual
  - 2.1. by taking reasonable effort to ensure that all facts are accurate and presented in context
  - 2.2. by acknowledging and correcting or clarifying content that contains errors, ambiguous, or otherwise misleading information, as soon as is reasonably practicable
  - 2.3. by acknowledging when content has been provided by an external organisation
3. responsive to the needs and interests of our community
4. inclusive and accessible to and for all members of our community
  - 4.1. by following principles of accessible content outlined in industry standards such as the Web Content Accessibility Guidelines (WCAG), the Australian Government Style Manual, or by utilising the inbuilt accessibility tools of relevant platforms, and using Plain English where possible
  - 4.2. by ensuring that critical information is available in different formats where possible
5. not cause harm to Council, our members, employees, our community, or the broader community
  - 5.1. by not publishing abusive, profane, or sexual language, or be considered as bullying or harassment
  - 5.2. by not publishing content that is discriminatory towards a person or group of people based on age, colour, creed, disability, family status, gender, nationality, marital status, parental status, political opinion/affiliation, pregnancy or potential pregnancy, race or social origin, religious beliefs/activity, responsibilities, sex or sexual orientation
  - 5.3. by not publishing material that would breach laws (including defamation, privacy, trade practices, financial rules and regulations, fair use, copyright) or is designed to, or likely to, encourage law breaking
  - 5.4. by obtaining consent from people who are identifiable in the content
  - 5.5. by maintaining confidentiality and not publishing confidential or sensitive information about Council, our members, employees, or external parties
6. protecting of children and young people
  - 6.1. by obtaining consent from a guardian (if the subject is under 18 years old), and consent from the child or young person
  - 6.2. by ensuring that no visual content includes identifiable information such as name, address, or school

#### External (non- Council) content

Content provided by external organisations may be published when it has been provided by the:

1. Subsidiaries and external bodies of Council
2. South Australian Government and entities
3. Australian Government and entities
4. Local Government Association of SA
5. Australian Local Government Association
6. Emergency services

Consideration *may* be given to external content when it has been provided by a community group, not-for-profit organisation, or is a free community event that operates within or

**REVISED SOCIAL MEDIA POLICY**

adjacent to the Council region and the information is of potential positive social, economic, or environmental benefit for our community and region.

For example:

- horticultural volunteer groups that care for flora or fauna within our region
- events that are open to our community
- educational workshops
- awareness days or campaigns that address issues faced by our community

The method or platform for communication of the above requests will be decided depending on the target audience. Where there are competing priorities or dates, Council business will take priority.

External content not captured in the above may be published when it relates to a project or event endorsed by Council.

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### Appendix 2: Social Media Community Guidelines

Social Media provides Council with a means to engage in meaningful, two-way communication with our community.

We listen to our community's needs and generally allow uncensored discussion, only removing content that is deemed inappropriate within the definitions of our *Social Media Policy* or these community guidelines. We expect community members to treat each other with respect and courtesy. These standards apply to all interaction on our digital platforms, including official pages on social media websites.

Under no circumstances is the following content permitted on Council social media accounts, whether published by Council, Council Members, employees, or the community:

1. Abusive, profane or sexual language.
2. Discriminatory material in relation to a person or group based on age, colour, creed, disability, family status, gender, nationality, marital status, parental status, political opinion/affiliation, pregnancy or potential pregnancy, race or social origin, religious beliefs/activity, responsibilities, sex or sexual orientation.
3. Illegal material or materials that are designed to, or are likely to, encourage law breaking.
4. Materials that could compromise Council, employee, Council Member or system safety.
5. Materials which would breach applicable laws (defamation, privacy, trade practices, copyright, financial rules and regulations, fair use, trademarks).
6. Confidential information about council, employee, members, or third parties.
7. Material which would bring the Council, employees, members into disrepute, other than a complaint that is made using reasonable language.
8. Personal details or references to employees, Council Members or third parties, which may be inconsistent with the *Privacy Act 1988* (Cth).
9. Defamatory content.
10. Spam: meaning the distribution of unsolicited bulk electronic messages.
11. Statements which may be considered to be bullying or harassment.

Any content containing the above will be hidden or removed. Breaches of our community guidelines may result in an account being blocked from accessing or engaging with our digital profiles. Repeated comments breaching our community guidelines on a single post may result in comments on that post being turned off.

If you have concerns about inappropriate content on an Council social media page you can alert us via a direct message on that same platform.

When accessing or participating in Council digital media spaces you agree to also comply with the terms and conditions specified by that platform.

#### Privacy and data

We recommend that our community understands the privacy settings for their individual accounts on each platform they use.

Under the *State Records Act 1997*, social media is an official record and all content posted in connection to an Adelaide Plains Council profile will be recorded (including direct/private messages and comments on posts).

We use online analytic services to help assess our content to help us improve the user experience and relevance of information. This is done using cookies, pixels, and Google Analytics which are services that collect information about internet usage. The [Office of the Australian Information Commissioner](#) provides easy to understand information on how data may be used across the internet and how Australian users can protect their privacy.

**CURRENT SOCIAL MEDIA POLICY**

	<b>Social Media Policy</b>	
	<b>Adoption by Council:</b>	20 August 2018
	<b>Resolution Number:</b>	2018/369
	<b>Current Version:</b>	V2.0
	<b>Administered by:</b>	<b>Last Review Date:</b> 2018
	General Manager - Governance and Communications	<b>Next Review Date:</b> 2020
<b>DOCUMENT NO:</b> D18/32308	<b>Strategic Outcome:</b> 4.1 Vibrant Community 4.1.1.2 Provide, support and promote facilities and programs that enable people to be healthy, active, learn and participate in community life 4.5.1.3 Engage the community in Council decisions and initiatives 4.5.1.4 Provide friendly and responsive customer service 4.5.1.11 Meet all legislative compliance requirements	

**1. Objective**

The purpose of this Policy is to outline the expectations of Council Employees and Council Members when engaging in Social Media and to facilitate the appropriate use of Social Media in relation to Council business.

Social Media provides a platform for communities to connect and share information, thoughts and ideas online. In particular, Social Media provides an opportunity for Council to engage in meaningful, two-way communication with the community. Council also recognises the potential value of Social Media through networking, recruitment, professional development, employee engagement, collaboration and innovation.

When used effectively, Social Media can complement traditional communication methods and improve information access, communications and the delivery of key services to the community. However, it must be noted that ineffective or improper use of Social Media may contribute to poor customer service, damage Council's reputation and in extreme circumstances, have legal consequences.

Note: Electronic version in TRIM is the controlled version. Printed copies are considered uncontrolled.  
Before using a printed copy, verify that it is the current version.

## CURRENT SOCIAL MEDIA POLICY

This Policy aims to:

- Promote effective and productive community engagement through Social Media;
- Provide guidance about the appropriate use of Social Media at Adelaide Plains Council;
- Reduce the likelihood of miscommunication or inappropriate communications through Social Media;
- Assist Council Employees to manage challenges associated with Social Media such as responsiveness, record keeping, privacy and security; and
- Provide clarity about roles and responsibilities of Council Members and Council Staff in relation to the approval, use and monitoring of Council's current and future Social Media Accounts.

### 2. Scope

This Policy applies to Council Members, Council Employees and Volunteers of Adelaide Plains Council who use Social Media on behalf of Adelaide Plains Council and in particular the Adelaide Plains Library Service.

The Chief Executive Officer will authorise particular Council Employees to represent Council (including the Adelaide Plains Library) on Social Media.

This Policy applies to:

- The use of Social Media for the purpose of conducting Council business and where representing Council; and
- Personal use of Social Media where reference is made to Council Members, Council Employees, Council events, policies, services, suppliers, other stakeholders or Council related issues.

### 3. Definitions

**Account** refers to a profile on a single Social Media platform

**Adelaide Plains Library** refers to the Adelaide Plains Council Libraries at Two Wells, Mallala and the Windsor Depot

**Community** refers to people who live, work, conduct business and / or use the facilities or public places in the Adelaide Plains Council

**Content** refers to any information that can be published to an account

**Council** refers to Adelaide Plains Council

**Council Social Media** referred to in this Policy includes Council Library Social Media

## CURRENT SOCIAL MEDIA POLICY

**Council Employee** refers to a person employed directly by the Council in a full time, part time or casual capacity (whether that position is permanent or contractual) and a person providing services to, or on behalf of, the Council even though they may be employed by another party

**Council Member** refers to a Council Member elected in accordance with the *Local Government Act 1999* (SA)

**Social Media** means all current and future Social Media sites in the online environment including but not limited to:

- Blogs, forums, discussion/bulletin boards, instant messaging facilities, journalism or news sites that facilitate public comment;
- Social networking sites (e.g. Facebook, MySpace, LinkedIn)
- Photo and video sharing sites (e.g. Instagram, YouTube, Pinterest)
- Podcasts, video podcasts
- Online encyclopaedias (e.g. Wikipedia)
- Online collaboration platforms (e.g. Yammer, Wiki); and
- Any other website that allows individuals to post, publish and / or interact.

**Publish** means the uploading of content to an account, including but not limited to a status update, comment, post, tweet, photo, video or link.

### 4. Social Media Procedures

Prior to establishing a Social Media Account, the responsible Council Employee(s) must develop a Procedure(s) outlining specific principles for use. Procedures must be approved by Council's Executive Management Team, prior to the launch of any Account. The Procedure must be in line with this Policy and, at a minimum, include the following:

- Expectations in relation to Monitoring/Timeframes for Responses;
- Process in relation to Records Management, developed in conjunction with the Records Management Officer;
- Frequency of reporting to the Executive Management Team regarding the performance of the Social Media Account; and
- A draft Social Media Schedule outlining a proposed six (6) month program for content to be published on the Account, with provisions for approved ad hoc content where appropriate.

**CURRENT SOCIAL MEDIA POLICY****5. Usage**

The following usage principles should be adhered to when publishing content on Social Media:

**Timeframe for response**

- Social Media Accounts should display a clear statement advising viewers of the hours that the Account is and is not monitored
- Council Employees are not expected to respond to incoming communication to a Social Media Account outside of business hours, however will use their best endeavours to monitor any Accounts on a regular basis

**Speak how you would like to be spoken to**

- Be courteous, patient and respectful of others' opinions.
- Do not make statements or forward, share or upload content that is malicious, defamatory or may negatively impact the reputation of Council or another person or organisation.
- Be mindful of anti-discrimination laws and do not publish statements or information which may be discriminatory.
- Understand the conventions and etiquette of the relevant Social Media forum.

**Stick to the facts**

- Only comment about matters within your area of expertise.
- Be accurate, constructive, helpful and informative, and correct any errors as soon as practicable.
- Only publish content and statements that you know are true, clear and not likely to mislead or deceive.
- If you make an error, be up front and correct it promptly.

**Keep your opinion, beliefs and political views separate from Council business**

- Only publish content on Council's Social Media Accounts that is apolitical, in line with official Council positions and values, and free from personal opinions, beliefs and political views.
- Council Employees should use Social Media in accordance with the professional conduct provisions of its *Human Resource Management Policy*, and obligations under the *Local Government Act 1999*. Council Employees using personal Social Media accounts outside of work hours to comment about Council related matters should clearly identify their comments as their own personal opinions, be accurate and

## CURRENT SOCIAL MEDIA POLICY

factual and not disparage Council, Council Members, Council Employees, the community or any other party related to or involved in Council business.

- Council Members should use Social Media in accordance with the *Code of Conduct for Council Members*. Generally, Council Members should not express personal opinions regarding Council decisions or Council business, or be critical of the Council. If it is not possible to separate official Council positions from personal opinions, Council Members should consider using a formal disclaimer to make this distinction.

### **Stay within your level of authorisation**

- Only use Social Media in the manner for which you have been authorised and do not commit Council to actions or undertakings.
- Leave formal statements and announcements to the official spokespeople and if you are unsure, check with your supervisor.
- Ensure that any comments made or information given does not purport to be legal / professional advice or recommendations.
- Refer any media enquiries via Social Media or posts about potentially sensitive/political issues to the Chief Executive Officer for a response.

### **Be fair and transparent**

- Be clear about your professional identity and any vested interests and refrain from covert, anonymous or deceitful representation including via a third party.
- Encourage open, honest and transparent engagement and feedback by the online community.
- Refrain from any behaviour which could be seen as biased, showing undue favour or in response to real or perceived compensation or reward.
- If character limits prevent the publishing of a complete response, publish a hyperlink to a page on the Council website where the message can be published in full.
- Allow uncensored discussion, and only remove content that is deemed inappropriate within the definitions of this Policy or as directed by the Chief Executive Officer.
- Credit all third party content and never use trademarked or copyright material without obtaining the necessary written approvals.

### **Maintain confidentiality and respect the privacy and property of others**

- Only discuss publicly available information and maintain the confidentiality of internal discussions, confidential decisions of Council, and personal or private information about Council Members, Council Employees or third parties.
- Seek permission from anyone who appears in any photographs, video or other footage before sharing via any form of Social Media and if asked to remove materials do so as soon as practicable.



## CURRENT SOCIAL MEDIA POLICY

- Only use or reproduce copyright material, or the intellectual property of others, including applications, sound recordings (speeches, songs), footage (video), graphics (graphs, charts and logos), images, artwork, photographs, publications or music if you have permission from the creator or owner.

### **Be responsible, accessible and responsive**

- Appropriately monitor any Social Media sites created and ensure they can be easily edited, improved or removed.
- Specify the type of comments and feedback that will receive a response and clearly communicate a target response time.
- Make it easy for audiences to reach Council via other methods by publishing Council's phone number, generic email, and Facebook account.
- Ensure information on Social Media meets government website standards for accessibility and/or is available in another form where practical.
- Do not use Social Media when inebriated, irritated, upset or tired.
- Protect your personal privacy and guard against identity theft.

### **Uphold acceptable content standards**

Under no circumstances is the following content permitted on Council Social Media Accounts. Any content containing the following must be recorded, reported to the relevant Line Manager and deleted immediately:

- Abusive, profane or sexual language.
- Discriminatory material in relation to a person or group based on age, colour, creed, disability, family status, gender identity, nationality, marital status, parental status, political opinion/affiliation, pregnancy or potential pregnancy, race or social origin, religious beliefs/activity, responsibilities, sex or sexual orientation.
- Illegal material or materials that are designed to, or are likely to, encourage law breaking.
- Materials that could compromise Council, Council Employee, Council Member or system safety.
- Materials which would breach applicable laws (defamation, privacy, trade practices, copyright, financial rules and regulations, fair use, trademarks).
- Confidential information about Council, Council Employees, Council Members or third parties.
- Material that would offend contemporary standards of taste and decency.
- Material which would bring the Council, Council Employees or Council Members into disrepute, other than a complaint that is made using reasonable language.
- Personal details or references to Council Employees, Council Members or third parties, which may be inconsistent with the *Privacy Act 1988* (Cth).

## CURRENT SOCIAL MEDIA POLICY

- Spam, meaning the distribution of unsolicited bulk electronic messages.
- Statements which may be considered to be bullying or harassment.

If you have any doubt about applying the provisions of this policy, seek advice from Council's Governance Officer before using Social Media to communicate. Depending upon the nature of the issue and potential risk, it may also be appropriate to consider seeking legal advice.

### 6. Management

#### Approval

The establishment of any Social Media sites must be approved by the Chief Executive Officer. Approval of new Social Media sites should consider the identified business objective, audience, proposed use in line with this policy, resourcing requirements and must ensure alignment with Council's Style Guide.

#### Security

Login information should be kept secure and changed at regular intervals:

- Choose passwords that combine upper and lower case letters and numbers.
- Store login information in a secure location. All usernames and passwords must be registered with the IT and Communications Officer who will maintain a centralised list of all Council Social Media platforms with appropriate access restrictions.
- Change passwords every six months, and when an employee with access to a Council Social Media Account leaves the organisation.

### 7. Monitoring

Council's Social Media Accounts should be regularly monitored and maintained to ensure appropriate use. Council, through relevant Council Employees, will monitor Social Media usage and may inspect the account without advance notice.

Council Accounts and non-Council Social Media accounts should be monitored for information, research and insight into issues circulating in the community and/or matters that impact on the municipality, its operations or reputation.

#### Records Management

All content, comments, private messages and other interactions between Council and its community is classified as a record and must be captured within Council's Electronic Document Records Management System.

## CURRENT SOCIAL MEDIA POLICY

### Evaluation and continuous improvement

Council's Social Media Accounts should be reviewed at regular intervals to ensure that business objectives are being achieved, and to identify opportunities for further improvement. This includes a review of qualitative (feedback, comments) and quantitative data (number of likes, audience make-up, number of comments, "click throughs" to Council websites etc).

### 8. Roles and Responsibilities

Role	Responsibilities
Council Members	<ul style="list-style-type: none"> <li>• Seek authorisation from the Chief Executive Officer and / or General Manager – Governance and Communications in relation to the use of Social Media in connection with their capacity as a Council Member.</li> <li>• Seek approval for any Council branding of Social Media.</li> <li>• Register Social Media account/tools/site with the IT &amp; Communications Officer.</li> <li>• Understand and comply with the provisions in this Policy.</li> <li>• Seek training and development for using Social Media effectively.</li> </ul>
Council Employees, Contractors and Volunteers	<ul style="list-style-type: none"> <li>• Seek and participate in training relating to Social Media where possible and appropriate</li> <li>• Understand and comply with this Policy, seek advice from Governance Officer or IT and Communications Officer where required</li> <li>• Develop a Social Media Schedule and plan content publication ahead of time wherever possible, incorporate ad hoc content as necessary and seek approval from a relevant Line Manager where appropriate</li> <li>• Invite and consider content from other departments and Council Employees</li> <li>• Understand and refer to the Style Guide for all Social Media communications</li> <li>• Register Social Media account and log in details with IT &amp; Communications Officer</li> <li>• Maintain records of all Social Media communications in accordance with this Policy and Council's overarching Records Management framework.</li> <li>• Restrict the use of Council Social Media by third parties however where necessary, provide a copy of this Policy and monitor usage</li> <li>• Understand and comply with the User Agreements of each Social Media Account</li> </ul>

**CURRENT SOCIAL MEDIA POLICY**

Department Co-ordinators / Line Managers	<ul style="list-style-type: none"> <li>• Offer and allow Council Employees to participate in reasonable Social Media training</li> <li>• Facilitate the demands of moderating and responding to communications received via Social Media</li> <li>• Monitor Council Employee usage of Social Media and manage performance and usage in accordance with this Policy</li> <li>• Provide reports, in line with the relevant Procedure, to the Executive Management Team regarding the performance of any Social Media Accounts</li> <li>• Ensure regular review of Social Media Accounts, with a focus on business objectives and effectiveness</li> </ul>
Governance & Communications Department	<ul style="list-style-type: none"> <li>• Monitor Council Social Media accounts and provide advice accordingly, including any appropriate precautions such as disclaimers</li> <li>• Provide advice and assistance with the development of Communication Plans and Strategies</li> <li>• Approve the design and branding of Social Media pages</li> <li>• Educate Council Members, Council Employees and relevant third parties in relation to this Policy</li> <li>• Seek legal advice, as appropriate, where an issue is likely to be contentious or may create legal risk for Council</li> </ul>

**9. Related Documents**

Code of Conduct for Council Members

Code of Conduct for Volunteers

Complaints Handling Policy

Complaints Handling Procedure

Council Members Communication Policy

Council Members Records Management Policy

Customer Service Charter

Human Resource Management Policy

Information Technology and Communications Policy

Public Consultation Policy

Records Management Policy for Staff, Contractors and Volunteers

Requests for Services Policy

Strategic Management Plan

Volunteer Management Policy

## CURRENT SOCIAL MEDIA POLICY

### 10. Records Management

All documents relating to this Policy will be registered in Council's Record Management System and remain confidential where identified.

### 11. Document Review


This Policy will be reviewed every two (2) years, including within six (6) months following a Council general election.

### 12. 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

A copy of this policy may be obtained on payment of a fee. Any queries in relation to this Policy must be in writing and directed to the General Manager – Governance and Communications.

## REVISED MEDIA POLICY

	<b>Media Policy</b>	
	<b>Version Adoption by Council:</b> TBA <b>Resolution Number:</b> TBA <b>Current Version:</b> V2	
	<b>Administered by:</b> Director Corporate Services	<b>Last Review Date:</b> 2023 <b>Next Review Date:</b> 2025
<b>Document No:</b> D20/5308	<b>Strategic Outcomes</b> Proactive Leadership 2: actively engage with and inform our communities	

### 1. Objective

The purpose of this Policy is to outline Adelaide Plains Council's (Council) position in relation to communications with the media, and ensure that Council effectively promotes and responds to the media in a professional, timely and positive manner. Council is committed to upholding the principles of open, responsive and accountable decision-making and recognises its duty to keep the community informed on matters before Council.

### 2. Scope

This Policy applies to all Council Members and employees.

### 3. Definitions

**Behavioural Standards** means the *Behavioural Standards for Council Members* established under section 75E of the Local Government Act 1999 (the Act).

**Council Member** means a member elected to Council in accordance with the Act.

**employee** means any person carrying out duties or performing tasks for and on behalf of Council, whether they are paid or unpaid, including staff, contractors, consultants, trainees, volunteers, students and any other person who has access to Council's electronic systems and services in a full-time, part-time or casual capacity.

**media** means all forms of the public broadcast media (also known as Traditional Media) including television, radio, newspapers and other publications for public dissemination.

**Media Liaison** means an employee designated to manage stakeholder relationships with media and facilitate communication between media and Council's spokespersons. Council's Media Liaison is the Director Corporate Services (or as otherwise authorised by the CEO).

**spokesperson** means a representative of Council authorised to make public statements on behalf of Council.

**Social Media** means digital platforms where users can post or otherwise contribute content.<sup>1</sup>

<sup>1</sup> Refer to the *Social Media Policy* for more information.

**Note:** Electronic version in Council's EDRMS is the controlled version. Printed copies are considered uncontrolled. Before using a printed copy, verify that it is the current version.

**REVISED MEDIA POLICY****4. Roles and Responsibilities****4.1 Mayor**

The Mayor is to act as the principal spokesperson of the Council.<sup>2</sup>

It is the Mayor's role to make public statements on behalf of Council in relation to decisions made in the Chamber, good news stories and political matters.

If the Mayor is intending to make public statements of a personal nature, and is not speaking on behalf of Council, they must clearly communicate their views are personal and are not those of Council.

When making public statements, the Mayor must comply with the confidentiality provisions as outlined in the *Behavioural Standards for Council Members* and the Act.

All media communications must be handled in a professional, timely and positive manner.

**4.2 Council Members**

Council Members are not authorised to make public statements on behalf of Council, unless appointed by Council to act as its principal spokesperson.

Council Members may make public statements in a personal capacity (including to media, and on private Social Media or other digital platforms), but must clearly communicate their views are personal and are not those of Council.<sup>3</sup>

When making public statements, Council Members must comply with the confidentiality provisions as outlined in the *Behavioural Standards for Council Members* and the Act.

Council Members contacted directly by media may direct the enquiry to the Mayor, CEO or Council's Media Liaison.

All media communications must be handled in a professional, timely and positive manner.

**4.2 Chief Executive Officer (CEO)**

The CEO is appointed to act as a spokesperson on behalf of Council.<sup>4</sup>

The CEO is authorised to make public statements on behalf of Council in relation to administrative and operational matters. The CEO may authorise an employee to make public statements or respond to media on behalf of Council where the CEO deems necessary and/or appropriate.

When making public statements, the CEO must maintain confidentiality where required and will, at all times, act in accordance with Council's Core Values and Policies.

All media communications must be handled in a professional, timely and positive manner.

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<sup>2</sup> Refer to section 58 of the Act.

<sup>3</sup> Refer to *Behavioral Standards for Council Members*.

<sup>4</sup> By Council's adoption of this Policy.

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**REVISED MEDIA POLICY****4.4 Employees**

The CEO may authorise an employee to make public statements or respond to media on behalf of Council where the CEO deems necessary and/or appropriate. Any public statements must accurately reflect Council's position and be restricted to factual information, and professional advice where appropriate. Public statements made on behalf of Council must not include any personal commentary or opinion.

When making public statements, an employee must maintain confidentiality where required and will, at all times, act in accordance with Council's Core Values and Policies.

The Media Liaison is authorised by the CEO to make public statements on behalf of Council. Any other employee contacted directly by media must direct the enquiry to the Media Liaison,<sup>5</sup> who will direct such enquiry to the Mayor or the CEO and respond accordingly.<sup>6</sup>

All media communications must be handled in a professional, timely and positive manner.

**5. Written Material for Media**

All formal written material is to be prepared and distributed by Council's Corporate Services Department, under the direction of the Media Liaison. Written material relating to a specific department, area of expertise, or project may be prepared in consultation with the relevant employee(s).

Media releases must list the Mayor and/or CEO as the spokespeople for Council and must be approved by the CEO or Media Liaison prior to public release.

Any formal written material released will also be distributed to all Council Members and employees by email, and made available on Council's website.

If a media release is to be prepared by another organisation, and relates to a Council project or in any matter which Council is involved, the Council employee involved must ensure a copy of the draft media release is provided to the Media Liaison or the CEO prior to public release.

**6. Social Media**

Content, statements, or comment responses published to Council Social Media profiles will be managed and monitored by the Corporate Services Department and overseen by Director Corporate Services.

Only employees authorised by the CEO and/or Director Corporate Services can create posts or publish comments on behalf of Council.

For more information on Social Media, please refer to Council's *Social Media Policy*.

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<sup>5</sup> Unless an employee has been specifically authorised by the CEO to make public statements or respond to media on behalf of Council.

<sup>6</sup> In accordance with Council's *Media Procedure*.

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**REVISED MEDIA POLICY****7. Related Documents**

*Behavioural Standards for Council Members*  
*Human Resource Management Policy*  
*Media Releases Statements and Notices Procedure*  
*Social Media Policy*

**8. Records Management**

All documents relating to this Policy must be registered in Council's Record Management System and remain confidential where identified.

**9. Document Review**

This Policy will be reviewed in accordance with Council's *Policy Review Schedule* to ensure legislative compliance and ensure the Policy is updated to align with Council's strategic outcomes.

**10. References****10.1 Legislation**

*Local Government Act 1999*  
*Behavioural Standards for Council Members*

**10.2 Other**

*Media Procedure*

**11. Further Information****11.1 Media**

Media are strongly encouraged to direct enquiries to Council's Media Liaison, Director Corporate Services, who will coordinate Council's response accordingly. Enquiries directed elsewhere may result in a delay in response time.

**11.2 Public Access**

Members of the public may inspect this Policy free of charge on Council's website: [www.apc.sa.gov.au](http://www.apc.sa.gov.au) or Council's Principal Office: 2a Wasleys Road, Mallala SA 5502.


A copy of this Policy may be obtained on payment of a fee.

**11.3 Questions**

Any queries in relation to this Policy must be made in writing to [info@apc.sa.gov.au](mailto:info@apc.sa.gov.au), marked: Attention: Director Corporate Services.

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## CURRENT MEDIA POLICY

 <b>Adelaide Plains Council</b>	<b>Media Policy</b>	
	<b>Version Adoption by Council:</b> 23 March 2020 <b>Resolution Number:</b> 2020/086 <b>Current Version:</b> V1	
	<b>Administered by:</b> General Manager – Governance and Executive Office	<b>Last Review Date:</b> 2020 <b>Next Review Date:</b> 2022
<b>Document No:</b> D20/5308	<b>Strategic Outcomes</b> 4.5.1.2 Streamline Council processes 4.5.1.3 Engage the community in Council decisions and initiatives 4.5.1.4 Provide friendly and responsive customer service 4.5.1.11 Meet all legislative compliance requirements	

### 1. Objective

The purpose of this Policy is to formally outline Council's position regarding communicating with the media. Compliance with this Policy will ensure that Council effectively promotes and responds to the media in a professional, timely and positive manner.

### 2. Scope

This Policy applies to all Council Members and Council employees, volunteers and contractors.

### 3. Definitions

**Council** means Adelaide Plains Council.

**Media** means all forms of the public media and press including television, radio, newspapers and other publications for public dissemination. Media also includes social media.

**Council Member** refers to a Council Member elected to Adelaide Plains Council in accordance with the Local Government Act 1999.

**Employee** means a person employed directly by the Council in a full time, part time or casual capacity (whether that position is full time or contractual), trainees, volunteers, work experience students and a person providing services to, or on behalf of, the Council even though they may be employed by another party.

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## CURRENT MEDIA POLICY

### 4. Policy Statement

Council is committed to upholding the principles of transparency and accountability and recognises its duty to keep the community informed on matters before the Council.

### 5. Legislative Framework

#### Mayor

Section 58 of the *Local Government Act 1999* (Local Government Act) states that the Mayor is Council's principal spokesperson, unless otherwise resolved by Council (Refer Part 5).

#### Council Members

Section 63 of the Local Government Act states that the Code of Conduct for Council Members must be observed by all Council Members. The Code states that members must *"Ensure that personal comments to the media or other public comments, on Council decisions and other matters, clearly indicate that they are a private view, and not that of the Council."*

#### Employees

Employees must only make comment in relation to their duties and when specifically authorised to do so by the Chief Executive Officer. Any comments must be restricted to factual information and professional advice.

### 6. Authorised Spokespersons

The Mayor and the Chief Executive Officer are nominated as the official spokespersons for Council and have the authority to make comments on behalf of Council.

Generally, the Mayor will make comments on behalf of Council in relation to decisions of the Elected Body, good news stories and political matters. The Chief Executive Officer will make comments on behalf of Council in relation to Council's administration and operational matters.

Only the official spokespersons, or employees authorised by the Chief Executive Officer for specific situations, may make statements and respond to the media on behalf of Council.

### 7. Responding to Media Enquiries

If the Mayor or the Chief Executive Officer are contacted directly by the media, they have the authority to respond as an official spokesperson for Council. All other media enquiries in the first instance must be directed to Council's General Manager – Governance and Executive Office who will coordinate Council's response in accordance with Council's *Media Procedure*.

If a media outlet contacts an employee directly, the employee is required to refer the enquiry to the General Manager – Governance and Executive Office who will coordinate responses of the Mayor or the Chief Executive Officer, and respond to the media outlet accordingly. Other than the General Manager – Governance and Executive Office, employees are not permitted to respond to an enquiry from the media unless specifically authorised by the Chief Executive Officer.

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## CURRENT MEDIA POLICY

Responses to the media will be confined to factual information, reflect Council's position and not include any personal commentary or opinion.

All media communications will be handled in a professional, efficient and courteous manner.

### 8. Role of Council Members

Council Members are able to make personal comments to the media and on private social media and online platforms, but cannot speak on behalf of Council and must comply with the Code of Conduct for Council Members.

When Council Members speak to the media or interact on private social media and online platforms, they speak as individual Councillors and not on behalf of Council, and must make this clear. The Council Member must state that they are communicating their personal views, which does not necessarily reflect the position of Council. When the Mayor is not speaking on behalf of Council, he/she must make it clear that he/she is speaking as an individual.

Comments must not include information brought to, or obtained by, Council in confidence. Council Members must comply with the confidentiality provisions as outlined within the Code of Conduct for Council Members and the Local Government Act.

Individual Council Members contacted directly by the media may direct the enquiry to the Mayor, Chief Executive Officer or General Manager – Governance and Executive Office.

### 9. Written Material for Media

All official communication will be prepared and distributed by Council's Governance and Executive Office Department. Official communication relating to a specific department, area of expertise or projects will be prepared in consultation with the relevant employee(s).

Media releases will list the Mayor and/or Chief Executive Officer as the spokespeople for Council and will be approved by the Chief Executive Officer or General Manager – Governance and Executive Office prior to release.

When media releases (and other external communication, e.g. Council Newsletter) are distributed, they will also be distributed to Council Members and all employees, and will be made available on Council's website.

Where a media release is prepared by another organisation, which relates to a Council project or in which Council is involved, the Council employee involved must ensure that a copy of the draft media release is provided to Council's General Manager – Governance and Executive Office or the Chief Executive Officer prior to being circulated to the public.

### 10. Related Documents

Code of Conduct for Council Members

Human Resource Management Policy

Media Procedure

Social Media Policy

**Note:** Electronic version in Council's EDRMS is the controlled version. Printed copies are considered uncontrolled.  
Before using a printed copy, verify that it is the current version.

## CURRENT MEDIA 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 in accordance with Council's Policy Review Schedule to ensure legislative compliance and that it continues to meet the requirements of Council and its activities and programs.

### 13. References

*Code of Conduct for Council Members*

*Local Government Act 1999 (SA)*

*Media Procedure*

### 14. Further Information

The Media are strongly encouraged to direct enquiries to Council's designated contact, the General Manager – Governance and Executive Office, who will coordinate Council's response accordingly. Enquiries directed elsewhere may result in a delay in response time.

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 Road, Mallala SA 5502

A copy of this Policy may be obtained on payment of a fee.

Any queries in relation to this Policy must be made in writing to [info@apc.sa.gov.au](mailto:info@apc.sa.gov.au) to the Attention of General Manager – Governance and Executive Office.

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**14.4 COUNCIL MEMBER - BEHAVIOURAL MANAGEMENT POLICY****Record Number:** D23/44776**Author:** Director Corporate Services**Authoriser:** Chief Executive Officer**Attachments:** 1. LGA - Model Behavioural Management Policy  **EXECUTIVE SUMMARY**

- The purpose of this report is for Council to review the operation of its Behavioural Management Policy, in accordance with section 262B(7) of the *Local Government Act 1999* (the Local Government Act).
- Council received information at its first meeting held in November 2022 regarding the new Behavioural Management Framework and in doing so, noted the legislative framework and associated obligations. Of relevance, the LGA Model Behavioural Management Policy automatically applied to all councils across South Australia and is therefore Council's current *Behavioural Management Policy*.
- In April 2023, Council considered whether to adopt a Behavioural Support Policy in support of the mandatory *Behavioural Standards for Council Members*. In doing so, Council resolved not to adopt a Behavioural Support Policy.
- As we are approaching twelve (12) months since the general election (held in November 2022), Council must now review, in accordance with section 262B(7) of the Local Government Act, the operation of its *Behavioural Management Policy* (**Attachment 1**).
- As no complaints in relation to Council Member behaviour have been received since Council began operating under the current *Behavioural Management Policy* (and the Policy has therefore not been 'tested'), no changes to the existing Policy are recommended at this time.

**RECOMMENDATION 1**

**"that Council, having considered Item 14.4 –Council Member - Behavioural Management Policy, dated 23 October 2023, receives and notes the report."**

**RECOMMENDATION 2**

**"that Council, having considered Item 14.4 –Council Member - Behavioural Management Policy, dated 23 October 2023, and having reviewed the operational effectiveness of its existing Behavioural Management Policy (LGA Model) in accordance with section 262B(7) of the Local Government Act 1999:**

1. Resolves to continue operating under the existing *Behavioural Management Policy* (LGA Model); and
2. Acknowledges that a substantive review of the *Behavioural Management Policy* (LGA Model) will be undertaken in accordance with Council's Policy Review Schedule, or as otherwise required by legislative change".

**BUDGET IMPACT**

Estimated Cost:	Nil
Future ongoing operating costs:	Nil
Is this Budgeted?	Not applicable

**RISK ASSESSMENT**

In accordance with section 262B(7) of the *Local Government Act 1999*, Council must, within twelve (12) months after the conclusion of the periodic election (i.e. prior to 18 November 2023) review the operation of its *Behavioural Management Policy*. Therefore, reviewing this Policy (prior to November 2023) will mitigate the Council's risk of breaching the legislation.

## DETAILED REPORT

### Purpose

The purpose of this report is for Council to review the operation of its *Behavioural Management Policy*, in accordance with section 262B(7) of the *Local Government Act 1999* (the Local Government Act).

### Background

#### Behavioural Management Framework

Members will recall that reports were presented to Council at both its first meeting following the general election in November 2022 and again in April 2023 in relation to the Council Members Behavioural Management Framework. Those reports can be accessed [here – November 2022 \(Framework\)](#) and [here – April 2023 \(Behavioural Support Policy\)](#).

The November 2022 report outlined the Behavioural Management Framework, a major component of the local government reforms, which commenced on 17 November 2022. In considering that item, Council resolved as follows:

### RESOLUTION 2022/381

**Moved: Councillor Bombardieri**

**Seconded: Councillor Mazzeo**

**“that Council, having considered Item 15.5 – *Council Members Behavioural Management Framework*, dated 28 November 2022, receives and notes the report and in doing so acknowledges the Behavioural Management Framework, in particular the Behavioural Standards for Council Members and the Behavioural Management Policy.”**

**CARRIED UNANIMOUSLY**

To refresh members', in summary, the Behavioural Management Framework incorporates:

- The legislative framework within which all council members must operate.
- The [Behavioural Standards for Council Members](#), determined by the Minister for Local Government (developed in consultation with the local government sector), which apply to all council members in South Australia (section 75E, Local Government Act).
- The mandatory Behavioural Management Policy relating to the management of behaviour of council members and adopted pursuant to section 262B of the Local Government Act.
- Optional Behavioural Support Policy (or policies), designed to support appropriate behaviour by council members and adopted pursuant to section 75F of the Local Government Act.

In addition, the Behavioural Standards Panel, an independent statutory authority comprising three (3) members with powers to impose sanctions on council members who breach legislative and policy requirements has been established to assess and deal with matters referred to it.



### *Behavioural Management Policy*

In relation to the mandatory Behavioural Management Policy, transitional regulations were made which deemed the [LGA Model Behavioural Management Policy](#) as the applicable policy for all councils, until such time as the council adopts its own policy. In accordance with section 262B(7) of the Local Government Act, Council must, within 12 months after the conclusion of the periodic election (i.e. prior to 18 November 2023) review the operation of its Behavioural Management Policy.

### *Behavioural Support Policy*

The report presented to Council in April 2023 focused on whether Council should adopt a Behavioural Support Policy, as required by section 75F of the Local Government Act. In considering that requirement, Council resolved not to adopt a Behavioural Support Policy (resolution 2023/094).

### **Discussion**

As we are now approaching the 12 month mark since the general election (held in November 2022), Council must review the operation of its *Behavioural Management Policy*, as required by section 262B(7) of the Local Government Act.

Due to the transitional regulations referred to above, Council has been operating under the LGA Model *Behavioural Management Policy* (**Attachment 1**). To date, there have been no instances where the Policy has been ‘tested’ as to its appropriateness or effectiveness for Adelaide Plains Council in relation to behavioural management related complaint handling (i.e. there have been no complaints received). It is therefore recommended that, the Policy itself remain unchanged and Council continue operating under it until such time that there is a need to review (due to Council’s Policy Schedule ‘trigger’ or legislative change).

### **Conclusion**

This report is provided to Council to ensure compliance with section 262B(7) of the Local Government Act. At this time, no changes are being proposed to Council’s existing *Behavioural Management Policy*.

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### **References**

#### Legislation

*Local Government Act 1999*

#### Council Policies/Plans

*Strategic Plan 2021-2024*

*Proactive Leadership*

*Behavioural Standards for Council Members*

*Behavioural Management Policy*



Local Government Association  
of South Australia

**LG Equip**

## **Model Behavioural Management Policy**

**August 2022**



Local Government Association  
of South Australia

# LG Equip

*This model policy was developed in preparation for the commencement of the Behavioural Management Framework as part of the implementation of the Statutes Amendment (Local Government Review) Act 2021 and associated changes to the Local Government Act 1999 and endorsed by the LGA Board on 23 August 2022.*

*This resource has been prepared by the Local Government Association of SA (LGA) to assist councils with implementation of legislative changes arising from Local Government Reforms, incorporating advice from Norman Waterhouse Lawyers, for the guidance of and use by member councils.*

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## Foreword

This model policy document has been developed to assist councils with the implementation of reforms associated with behavioural management for council members, arising from the *Statutes Amendment (Local Government Review) Act 2021*.

All councils must adopt a Behavioural Management Policy relating to the management of behaviour of council members, including the process for receipt and management of a complaint received regarding the conduct of a council member.

Section 262B of the *Local Government Act 1999* (the Local Government Act) sets out a range of matters that must be included within the policy and requires that council review the operation of the Behavioural Management Policy within 12 months after the conclusion of each periodic election.

## Legal Framework

There are four components to the Elected Member Behavioural Management Framework (BMF).

- Part 1 The legislative framework within which all council members must operate.
- Part 2 The Behavioural Standards for Council Members, determined by the Minister for Local Government (developed in consultation with the local government sector), which apply to all council members in South Australia.
- Part 3 The mandatory *Behavioural Management Policy* relating to the management of behaviour of council members and adopted pursuant to section 262B of the Local Government Act.
- Part 4 Optional *Behavioural Support Policy* (or policies), designed to support appropriate behaviour by council members and adopted pursuant to section 75F of the Local Government Act.

In addition, the Behavioural Standards Panel, an independent statutory authority comprising three members with powers to impose sanctions on council members who breach legislative and policy requirements has been established<sup>1</sup> to assess and deal with matters referred to it.

## LGA Mutual Liability Scheme and LGA Workers Compensation Scheme

In managing matters within the scope of the Behavioural Management Framework, councils must also adhere to the Local Government Association Mutual Liability Scheme (LGAMLS) and/or the Local Government Association Workers Compensation Scheme (LGAWCS) Rules. Where an incident, circumstance or matter occurs which may give rise to a claim, councils must provide notice to the LGAMLS and/or LGAWCS in accordance with the LGAMLS & LGAWCS Scheme Rules. The provision of early notice allows for adequate risk management and prevention strategies to be put in place so as to absolutely minimise risk.

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<sup>1</sup> Chapter 13, Part A1—Member Behaviour, Division 2—Behavioural Standards Panel, *Local Government Act 1999*

## Commencement of Behavioural Management Framework

The provisions relevant to the Behavioural Management Framework are intended to commence immediately following the 2022 council periodic elections. At this time, the Behavioural Standards for Council Members will replace the former Code of Conduct for Council Members. At the same time, the investigative and disciplinary powers of the Behavioural Standards Panel will commence.

To support councils' compliance with the Behavioural Management Framework requirements, transitional provisions will be enacted which will deem the LGA's Model Policy as *the* Behavioural Management Policy for each council. At any time afterwards, councils can review their Behavioural Management Policy and determine any changes it may wish to make to the document.

The LGA Model Behavioural Management Policy was developed in consultation with Local Government Risk Services, the Office of Local Government and the LGA's *Legal Connect* partners, Norman Waterhouse Lawyers. The Model Policy sets the framework which is consistent with the legislative requirements. However, there are a range of matters within the Policy that councils may wish to customise to meet requirements specific to each council when consideration is given to changes to the Policy.

The LGA Model Behavioural Management Policy reflects the changes to the role of the principal member of council, set out in section 58 of the *Local Government Act 1999*. Consistent with the increased leadership obligations, the Policy assigns responsibility for the management of complaints to the Mayor (except in circumstances where the complaint relates to the conduct of the Mayor). Councils may determine and appoint an alternative person to be responsible for managing any complaints received in accordance with this Policy.

Councils are required to consider the adoption of a Behavioural Support Policy (or policies)<sup>2</sup> and the LGA has developed a model Behavioural Support Policy to assist with that consideration. Behavioural Support Policies are intended to support appropriate behaviours by members of the council and will assist with meeting obligations relating to leadership and positive and constructive working relationships as set out in sections 58 and 59 of the *Local Government Act*.

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<sup>2</sup> Section 75F(7) of the *Local Government Act 1999* requires councils, within six months after the conclusion of each periodic election to review the operation of existing Behavioural Support Policies, or consider whether it should adopt a Behavioural Support Policy.

## Behavioural Management Policy

Responsibility	Chief Executive Officer
Effective date	From the day on which section 147(6) of the Statutes Amendment (Local Government Review) Act 2021 comes into operation
Next review date	Refer to regulation 16 of the <i>Local Government (Transitional Provisions) (Conduct) Amendment Regulations 2022</i>
Applicable Legislation	Local Government Act 1999 s262B <i>Local Government (Transitional Provisions) (Conduct) Amendment Regulations 2022</i>

### 1. Purpose

This Policy has been prepared and adopted pursuant to section 262B of the *Local Government Act 1999* (the Local Government Act).

This Behavioural Management Policy forms part of the Behavioural Management Framework for council members and sets out the approach to the management of complaints about the behaviour of council members. It sets out the process to be adopted where there has been an alleged breach of the Behavioural Standards for Council Members, this Behavioural Management Policy and/or any Behavioural Support Policy adopted by the Council (***the behavioural requirements***).

### 2. Glossary

***Behavioural Management Framework*** – comprises four components:

- The legislative framework within which all council members must operate;
- The Behavioural Standards for Council Members, determined by the Minister for Local Government, which apply to all council members in South Australia;
- The mandatory Behavioural Management Policy (this document) relating to the management of behaviour of council members and adopted pursuant to section 262B of the Local Government Act;
- Optional Behavioural Support Policy (or policies) designed to support appropriate behaviour by council members and adopted pursuant to section 75F of the Local Government Act.

***behavioural requirements*** – in this document refers collectively and individually to the Behavioural Standards for Council Members, the Behavioural Management Policy and any Behavioural Support Policies adopted by the Council.

***Behavioural Standards for Council Members*** – established by the Minister for Local Government, and published as a notice in the SA Government Gazette, specifying standards of behaviour to be observed by members of councils; and providing for any other matter relating to behaviour of members of councils.

**frivolous** – includes without limitation, a matter of little weight or importance, or lacking in seriousness.

**misbehaviour** – is defined in section 262E of the *Local Government Act 1999* as:

- (a) A failure by a member of a council to comply with a requirement of the council under section 262C(1); or
- (b) A failure by a member of a council to comply with a provision of, or a requirement under, the council's behavioural management policy; or
- (c) A failure by a member of a council to comply with an agreement reached following mediation, conciliation, arbitration or other dispute or conflict resolution conducted in relation to a complaint under Division 1

**person responsible for managing the complaint** means, subject to any resolution of the Council to the contrary –

1. the Mayor;
2. if the complaint relates to or involves the Mayor, the Deputy Mayor;
3. if the complaint relates to or involves the Mayor and Deputy Mayor, another council member appointed by Council.

**repeated misbehaviour** – is defined in section 262E of the *Local Government Act 1999* as a second or subsequent failure by a member of a council to comply with Chapter 5 Part 4 Division 2 (Ch 5-Members of council, Pt 4-Member integrity and behaviour, Div 2-Member behaviour)

**serious misbehaviour** – is defined in section 262E of the *Local Government Act 1999* as a failure by a member of a council to comply with section 75G (Health and safety duties)

**trivial** – includes without limitation, a matter of little worth or importance; that is trifling; or insignificant.

**vexatious** – includes a matter raised without reasonable grounds or for the predominate purpose of causing annoyance, delay or detriment, or achieve another wrongful purpose

### 3. Principles

Nothing in this Policy is intended to prevent council members from seeking to resolve disputes and complaints in a proactive, positive and courteous manner before they are escalated.

The following principles will apply:

- Where a council member considers there has been behaviour that is inconsistent with the **behavioural requirements** is, a council member may, in appropriate circumstances, seek to respectfully and constructively raise this issue with the member concerned, without the need to lodge a complaint under this Policy;
- If a matter proceeds to a complaint, all council members will continue to comply with the procedures set out in this Policy and support the person responsible for managing the complaint;
- a consistent approach to the assessment, investigation and resolution of complaints will be adopted to facilitate timely and efficient resolution and minimisation of costs;





- Where required, Council may engage the assistance of skilled advisors and support persons in the assessment, investigation and resolution of complaints and avoid adopting an unreasonably legalistic approach.
- ongoing training and relevant resources will be provided to all council members to ensure they have the skills and knowledge necessary to perform their role in accordance with the **behavioural requirements** and the *Local Government Act 1999*.
- training and relevant support will be provided to persons with specific obligations under this Policy to facilitate the management, reporting and resolution of complaints alleging a breach of the **behavioural requirements**.

Council will manage complaints under this Policy with as little formality and technicality and with as much expedition as the requirements of the matter and the Local Government Act allow and with proper consideration of the matter. Council is not bound by rules of evidence but will inform itself in the manner considered most appropriate given the nature of the complaint.

#### 4. The Complaint Management Process

This Policy sets out the procedures for dealing with an allegation of a breach of the **behavioural requirements** applying to council members. These procedures do not apply to complaints about council employees or the council as a whole.

A complaint made in accordance with this Policy must be lodged within 6 months of the behaviour that is inconsistent with the **behavioural requirements** occurring. A decision may be made to accept a complaint lodged more than 6 months after the behaviour that is inconsistent with the **behavioural requirements** occurring on a case-by-case basis, at the discretion of the person responsible for managing the complaint.

Community members can lodge a complaint with the Council in accordance with this Policy but cannot lodge a complaint directly with the Behavioural Standards Panel.

##### 4.1. Dispute versus Complaint

It is important to distinguish between a dispute and a complaint. A dispute is generally a difference of opinion or disagreement between two parties. It may involve a heated discussion or some other unsatisfactory exchange between parties but may not amount to conduct inconsistent with the **behavioural requirements**. Ideally disputes will be handled directly by the parties involved and will not escalate to a complaint requiring action (even informal action) under this Policy. The Mayor (or another person) may play a role in facilitating a resolution to a dispute.

This Policy is intended to deal with matters where conduct is alleged to have been inconsistent with the **behavioural requirements**, rather than where members of council have differences of opinion, even when robustly put.

##### 4.2. Confidentiality

Complaints made in accordance with this Policy will be managed on a confidential basis until such a time as they are required to be reported to Council in a public meeting in accordance with this Policy or are otherwise lawfully made public or disclosed.

Access to information relating to complaints and information about complaints will be limited to parties to the complaint and individuals with a responsibility within the complaint handling process or as otherwise provided for within this Policy<sup>3</sup>.

A person who has access to information about a complaint (including the complainant and the person complained about) must not directly, or indirectly disclose to any person (including to a council member) that information except:

- For the purpose of dealing with the complaint
- Where required by law
- For the purpose of obtaining legal advice or legal representation, or medical or psychological assistance from a medical practitioner, psychologist or counsellor
- Where the disclosure is made to an external party, investigating the complaint, or mediator/conciliator engaged in accordance with this Policy
- Where the information has been made public in accordance with this Policy or this Policy otherwise authorises or requires the disclosure of the information.

This is not to be confused with formal consideration at a Council Meeting of any matter arising from application of this Policy. Items presented to Council must be assessed on a case-by-case basis in accordance with the requirements of section 90 of the *Local Government Act 1999*.

A complainant may request their identity be kept confidential from the person complained about. This does not constitute an anonymous complaint. The person responsible for managing the complaint will consider such requests on a case-by-case basis, having regard to any applicable legal requirements.

### 4.3. Stages of Action

This Policy has three distinct stages to the approach that will be taken to address complaints about the behaviour of Council Members:

- Part 1: Informal Action: Where the matter can be resolved directly between the parties.
- Part 2: Formal Action: Where the matter cannot be resolved using informal action and a formal process of consideration is required.
- Part 3: Referrals to the Behavioural Standards Panel: the circumstance under which the Mayor, the Council or other authorised person(s) will make a referral.

### 4.4. Part 1: Informal action

Council encourages informal resolution of concerns regarding behaviour alleged to be contrary to the **behavioural requirements**. A person may therefore consider raising the matter directly with the council member concerned.

Alternatively, a person may raise their concern with the Mayor on an informal basis. If the concerns relate to or involve the Mayor the person may raise the matter with the Deputy Mayor (if appointed) or

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<sup>3</sup> There are circumstances in the *Work Health and Safety Act 2012* where information must be disclosed, for example where the health and safety of an employee is at risk.

other council member appointed by the Council as the person responsible for managing complaints under this Policy.

If the Mayor or person responsible for managing the complaint considers that access to resources to support impacted parties and facilitate early resolution of the matter should be provided, the Mayor or person responsible for managing the complaint will request the CEO to facilitate access to relevant resources. The CEO will not refuse any reasonable request for resources made in accordance with this Policy.

#### **4.4.1. Record keeping**

Where the Mayor or person responsible for managing the complaint addresses the matter through informal action, a record should be made setting out:

- Details of the complainant
- Details of the person complained about
- A summary of the matter
- A summary of actions taken in response
- Details of agreed actions (if any)

If informal action does not successfully resolve the matter, the record may be made available to an investigation process as provided for under this Policy or to the Behavioural Standards Panel.

### **4.5. Part 2: Formal action**

This Part sets out the process for formal action in response to a complaint regarding the behaviour of council members and addresses the manner in which a complaint will be:

- Received
- Assessed
- Investigated
- Resolved
- Recorded

A complaint made under the Behavioural Management Policy must:

- be received in writing. Subject to an alternative resolution of the Council, a complaint should be marked with "Confidential Council Member Complaint" and forwarded to the relevant email or physical address as published on the Council's website.
- Provide the name of the council member who has allegedly breached the **behavioural requirements**, the name and contact details of the complainant, the name and contact details of the person submitting the complaint (if different to the complainant) and the name and contact details of any witnesses or other persons able to provide information about the complaint.
- Be specific (including identifying the **behavioural requirements** the complainant alleges have been breached)

- Provide as much supporting evidence as possible to assist an investigation, including the grounds and circumstances of the complaint (e.g. where, when, impact of the behaviour, actions taken to try to resolve the issue, relevant records or documents)
- Identify the outcome being sought
- Be lodged within six (6) months of the alleged conduct occurring on the basis that it is important to address alleged breaches of **behavioural requirements** in a timely manner (with discretion provided to the person responsible for managing the complaint to allow a longer time limit to apply in particular cases. This will be assessed on a case-by-case basis).

#### 4.5.1. Receipt of a Complaint

This step is an administrative process undertaken by the CEO or delegate:

- receipt
- initial acknowledgement
- record keeping; and
- allocation of the matter to the person responsible for managing the complaint.

The CEO or delegate does not undertake an assessment of the merits of the complaint.

Receipt of the complaint will be acknowledged within 2 business days or as soon as reasonably practicable and a copy of this Policy will be provided to the person making the complaint.

The complaint should be directed to the person responsible for managing the complaint in accordance with this Policy.

A complainant may withdraw their complaint at any stage.

#### 4.5.2. Initial complaint assessment

An initial assessment is not an investigation or adjudication of a complaint and no findings as to the merits of the complaint will be made at this stage.

##### Step 1

The person responsible for managing the complaint will undertake an assessment of it to determine whether the content of the complaint relates to the **behavioural requirements** and whether the conduct occurred in the context of the council member carrying out their official functions and duties.

In undertaking the assessment, the person responsible for managing the complaint will have regard to the following matters<sup>4</sup>:

- the person that is making the complaint (or on whose behalf the complaint has been made) has a sufficient interest in the matter
- the complaint is trivial, frivolous or vexatious or not made in good faith

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<sup>4</sup> The person responsible for managing the complaint will also have regard to whether the council has obligations to report the matter to either the Local Government Association Mutual Liability Scheme (LGAMLS) or the Local Government Association Workers Compensation Scheme (LGAWCS), pursuant to the Rules of those Schemes and council's agreement with those bodies.

- the complaint has been lodged with another authority
- the subject matter of the complaint has been or is already being investigated by the Council or another body
- it is unnecessary or unjustifiable for the Council to deal with the complaint
- the council has dealt with the complaint adequately.

**Step 2**

If the person responsible for managing the complaint considers the matter warrants further consideration, the person complained about should be advised that a complaint has been received and is undergoing an initial assessment in accordance with this Policy. They should be provided a summary of the matter, at a sufficient level of detail, to understand the nature of the allegations and enable them to provide a preliminary response. This may be achieved by a discussion between the person responsible for managing the complaint and the person complained about, taking into account the principles of this Policy. The person complained about may have a support person present during any discussions.

The person complained about should be given a reasonable opportunity, but no more than ten business days, to provide a response to support the initial assessment. The person responsible for managing the complaint may provide a longer period of time for provision of a response at their discretion. The person responsible for managing the complaint should have regard to any response provided in determining the action resulting from the initial assessment.

**Action from initial assessment**

The person responsible for managing the complaint will determine what action will result from the initial assessment. A matter may proceed to formal consideration under this Policy, unless there are grounds to take one of the following actions pursuant to section 262B(2)(b):

- refusing to deal with the complaint<sup>5</sup>
- determining to take no further action
- referring to an alternative resolution mechanism or to propose training for relevant parties (e.g. facilitated discussion, provision of training, mediation, arbitration, conflict resolution, etc.)
- referring the matter to another body or agency (e.g., the Ombudsman SA or the Behavioural Standards Panel)

The outcome of the initial assessment will be advised to the complainant and person complained about in writing as far as is permitted by law.

***Refusing to deal with the complaint/Determining to take no further action***

Where the person responsible for managing the complaint makes a decision not to proceed with formal consideration of the matter the following steps should be taken:

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<sup>5</sup> Section 270(4a)(a)(i) of the *Local Government Act 1999* precludes a review of a decision to refuse to deal with the complaint

- the complainant must be provided written reasons explaining the decision<sup>6</sup>
- the person complained about should be provided with a brief summary of the complaint and the reasons for not proceeding.
- A record of these steps and the decision not to proceed should be made.

Whilst a matter may not proceed, the person responsible for managing the complaint may discuss the issues informally with the parties and identify strategies to build skills, facilitate positive relationship development and reduce the likelihood of repeat occurrences.

***Decision to refer to alternative resolution mechanism:***

The person responsible for managing the complaint may form the view that the optimal way to deal with the complaint is to implement an alternative resolution mechanism such as facilitated discussion, mediation, arbitration, conflict resolution or training.

The person responsible for managing the complaint should discuss the use of a proposed alternative resolution mechanism with the complainant and the person complained about to determine whether there is support for this approach.

If so, the person responsible for managing the complaint should request the CEO take steps to facilitate access to appropriate internal or external support (not being for the purposes of obtaining legal advice) for parties to the complaint. The CEO will not refuse any reasonable request for resources made in accordance with this Policy.

The complainant and the person complained about should be provided written confirmation of the alternative resolution mechanism to be used for the purposes of resolving the complaint.

***Decision to refer to another body or agency***

Where the person responsible for managing the complaint makes a decision to refer the matter to another body or agency the person will follow any direction from that body or agency regarding what information is to be provided to the complainant and the elected member complained about regarding the referral.

***Decision to proceed to formal consideration:***

Where the person responsible for managing the complaint makes a decision to proceed to formal consideration the following steps should be taken:

- the person complained about should be provided with a copy of this Policy, contact details of the person responsible for managing the complaint and a summary document setting out:
  - the specific provision(s) of the ***behavioural requirements*** alleged to have been breached; and
  - the circumstances where this breach is alleged to have occurred.

In circumstances where the complainant has not requested their identity be kept confidential, a copy of the complaint may be provided in full.

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<sup>6</sup> Section 262D, Local Government Act 1999

- the complainant should be advised of the decision to proceed and the contact details of the person responsible for managing the complaint.

#### **4.5.3. Formal consideration**

Where a decision to formally consider the complaint has been made the person responsible for managing the complaint will determine how to proceed:

- The person responsible for managing the complaint may determine that they are the appropriate person to formally consider the complaint; or
- The person responsible for managing the complaint may determine to engage a third party to formally consider the complaint, for example:
  - an investigator who will report to the person responsible for managing the complaint; or
  - an external service provider with skills relevant to the matter who will report to the person responsible for managing the complaint.

If the person responsible for managing the complaint determines a third party should be engaged, they will request the CEO to facilitate engagement of an appropriate service provider. The CEO will not refuse any reasonable request for resources made in accordance with this Policy.

The person responsible for managing the complaint will advise both the complainant and the person complained about that they are able to have a support person accompany them during discussions relating to the complaint.

It is the expectation of Council that both the complainant and the person complained about will cooperate with any such process to consider the complaint and, if requested, participate in meetings in a timely manner.

*Failure by the elected member complained about to comply with this requirement may be taken into account when considering the actions to be taken under section 262B(2)(e) of the Local Government Act and may constitute grounds for referral to the Behavioural Standards Panel for misbehaviour.*

Further consideration by the person responsible for managing the complaint (or the third party engaged), may (at the discretion of that person) involve:

- explore the complaint with the complainant and the person who is the subject of the complaint
- speaking with other persons who have been nominated by the parties to have observed the behaviour
- speaking directly with witnesses to the conduct complained about
- requesting the provision of information or documents relevant to the investigation, which may include access to audio or video recordings of meetings.

During the formal consideration of a matter appropriate records should be kept by the person responsible for managing the complaint.



#### 4.5.4. Report

The person responsible for managing the complaint (or the third party engaged) should ensure a report is prepared summarising the matter and setting out their findings, conclusions and recommendations. The report should set out:

- Allegations made in the complaint
- Summary of evidence to which the investigation had regard
- Findings
- Conclusions
- Recommendations

A report will generally include a recommended action for the parties to consider and/or participate in such as, but not limited to the imposition of sanctions as per the Local Government Act:

- discussions with parties to the complaint to seek agreement
- formal mediation if not already undertaken
- Conciliation
- Arbitration
- Education and further training

A copy of the draft report should be provided to the parties to the complaint who should be given a reasonable opportunity, but no more than ten business days, to make submissions in relation to the draft report. The person responsible for managing the complaint (or the third party engaged) may provide a longer period of time for lodgement of submissions to the draft report at their discretion. The person responsible for managing the complaint (or the third party engaged) should have regard to any submissions made in preparing a final report.

#### Outcome – No breach found

Where the finding is that no breach of the **behavioural requirements** has occurred a final report should be prepared by the person responsible for managing the complaint (or third party engaged) and provided to the complainant and the person complained about.

The complaint will remain confidential in accordance with the requirements of this Policy, except at the request of the person complained about. If such a request is made, a copy of the final report will be tabled<sup>7</sup> at the next practicable Council meeting. If no such request is received, no further action will be taken.

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<sup>7</sup> Note that the complainants identity may need to be redacted.



### Outcome – agreed actions (breach found)

Where the finding is that a breach of the **behavioural requirements** has occurred and the complainant and the person complained about<sup>8</sup> agree to a path for resolution, that agreement will be documented including matters such as:

- actions to be undertaken
- responsibility for completing actions
- timeframes for completion of actions
- what will occur if there is a repeat of the behaviours complained about
- monitoring arrangements for completion of actions
- what will occur if the actions aren't completed
- confirmation that the matter is considered resolved

The agreement reached will be made in writing, including a commitment by parties to the complaint to abide by the agreement (which may be by electronic means). A copy of the agreement will be retained by each party and a copy held in Council records.

The complaint will remain confidential in accordance with the requirements of this Policy except at the request of the person complained about. If such a request is made, a copy of the final report will be tabled<sup>9</sup> at the next practicable Council meeting.. The matter must be reported in the Council's Annual Report which must contain the information required by the regulations.<sup>10</sup>

### Outcome – no agreed action (breach found)

Where the finding is that a breach of the **behavioural requirements** has occurred and the parties to the complaint have failed to reach agreement as to the resolution of the matter a final report should be presented to Council for determination. The person responsible for managing the complaint should request the CEO to include the final report in the Council Agenda as soon as practicable.

#### 4.5.5. Actions of Council

Where the parties are not able to agree on an approach to resolve the matter, the matter will be provided to Council for determine the actions to be taken which may include:

- taking no further action
- passing a censure motion in respect of the member;
- requiring the member to issue a public apology (in a manner determined by the Council)
- requiring the member to undertake a specified course of training or instruction;

<sup>8</sup> Where the conduct complained about is not raised by the person directly affected by the conduct it will usually be appropriate to discuss the proposed resolution with that person prior to finalising agreement. This is intended to apply in a circumstance where the 'victim' is not the complainant to provide them a reasonable opportunity to have input into the resolution.

<sup>9</sup> Note that the complainants identity may need to be redacted.

<sup>10</sup> Schedule 4(1)(d), *Local Government Act 1999*

- removal or suspension from one or more offices held in the member's capacity as a member of the Council or by virtue of being a member of the Council – but not the office of Member of the Council;

If Council determines to take action, a report on the matter must be considered at a meeting open to the public<sup>11</sup>.

Where Council determines to take no further action, the complainant will be advised of this along with reasons, which may include:

- the ground that, having regard to all the circumstances of the case, it is unnecessary or unjustifiable for the council to deal with or continue to deal with the complaint;
- the ground that the subject matter of the complaint has been or is already being investigated, whether by the council or another person or body; or
- the ground that the council has dealt with the complaint adequately.

In making a determination under section 262C(1) Council should be reasonably prescriptive about the manner and time periods in which the action must be completed. Section 262E defines a failure to comply with a requirement of the council under 262C(1) as 'misbehaviour' which may result in a referral to the Behavioural Standards Panel.

The matter must be reported in the Council's Annual Report which must contain the information required by the regulations.<sup>12</sup>

#### 4.6. Behavioural Standards Panel

The Behavioural Standards Panel is an independent statutory authority consisting of three members and has powers to impose sanctions on council members who breach the **behavioural requirements**.

In accordance with section 262Q of the *Local Government Act 1999* a complaint alleging misbehaviour, repeated misbehaviour or serious misbehaviour may be made to the Panel by certain persons as set out below. The Panel's jurisdiction arises in the circumstances set out below:

<b>Legislative definition</b>	<b>Plain language explanation</b>
<p><b><i>misbehaviour</i></b> means—</p> <ol style="list-style-type: none"> <li>a failure by a member of a council to comply with a requirement of the council under section 262C(1); or</li> <li>a failure by a member of a council to comply with a provision of, or a requirement under, the council's behavioural management policy; or</li> <li>a failure by a member of a council to</li> </ol>	<p>Misbehaviour means:</p> <ol style="list-style-type: none"> <li>a council member fails to take the action required by council; or</li> <li>a council member fails to comply with this policy; or</li> </ol>

<sup>11</sup> Section 262C(2), *Local Government Act 1999*

<sup>12</sup> Schedule 4(1)(d), *Local Government Act 1999*

comply with an agreement reached following mediation, conciliation, arbitration or other dispute or conflict resolution conducted in relation to a complaint under Division 1;	(c) a council member fails to comply with an agreement reached pursuant to this policy
<b>repeated misbehaviour</b> means a second or subsequent failure by a member of a council to comply with Chapter 5 Part 4 Division 2;	A second or subsequent breach of the <b>behavioural requirements</b>
<b>serious misbehaviour</b> means a failure by a member of a council to comply with section 75G.	A breach of health and safety duties (including sexual harassment) as set out in section 75G of the <i>Local Government Act 1999</i>

A complaint alleging misbehaviour, repeated misbehaviour or serious misbehaviour by a member of council may be referred to the Panel by<sup>13</sup>:

- A resolution of the council;
- the Mayor; or
- at least 3 members of the council
- Responsible person under 75G – direction not to attend meeting.

#### **Behavioural Standards Panel Contact Officer**

Council must appoint a person as the contact officer for matters referred to the Behavioural Standards Panel. The contact officer is responsible for the provision of information to and receipt of notice from the Behavioural Standards Panel.

## **5. Responsibilities**

The Mayor, Deputy Mayor (if appointed) or other council member appointed by the council as the person responsible for managing complaints is responsible under this Policy to:

- Perform the tasks bestowed upon the person responsible for dealing with a complaint pursuant to this Policy
- In consultation with the CEO, facilitate access to resources to support impacted parties and resolve the concerns raised in a timely manner prior to the matter becoming serious, or escalating to a formal complaint.
- In consultation with the CEO, engage external resources to assist with investigation and resolution of matters.

The CEO (or delegate) is responsible under this Policy to:

<sup>13</sup> Section 262Q, *Local Government Act 1999*



- manage the administrative receipt, acknowledgement, record keeping and allocation of a complaint lodged in accordance with this Policy
- facilitate access to external resources to support the resolution of complaints lodged in accordance with this Policy.

The Behavioural Standards Panel Contact Officer (appointed by the council) is responsible under this Policy to:

- comply with any lawful request of the Panel for information related to a matter under consideration.
- Receive and respond to notices relating to matters under consideration by the Panel.

Where the Behavioural Standards Panel Contact Officer is not the CEO, the Contact Officer should keep the CEO informed of the status of matters under consideration by the Panel.

## 6. Related Legislation

*Independent Commission Against Corruption Act 2012*

*Local Government Act 1999*

*Ombudsman Act 1972*

*Public Interest Disclosure Act 2018*



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**14.5 HOURS OF OPERATION – CHRISTMAS 2023****Record Number: D23/40329****Author: Executive Assistant to the Chief Executive Officer and Mayor****Authoriser: Chief Executive Officer****Attachments: Nil****EXECUTIVE SUMMARY**

- The purpose of this report is to seek Council’s endorsement of the proposed hours of operation for the Christmas and New Year period 2023/2024 (the Christmas Period).
- It is proposed that Council sites will operate as follows:
  - Mallala Principal Office, Two Wells Service Centre and Mallala Depot Administration to close at 12:00pm on Friday, 22 December 2023 and re-open at 9:00am on Tuesday 2 January 2024.
  - Two Wells Library to close at 5:00pm on Thursday, 21 December 2023 and re-open at 9:00am on Tuesday, 2 January 2024.
  - Mallala Library to close at 12:00pm on Wednesday, 20 December 2023 and re-open at 10:00am on Wednesday, 5 January 2024.
  - Two Wells Transfer Station to close at 3:30pm on Wednesday, 20 December 2023 and re-open at 9:00am on Saturday, 30 December 2023.
- Skeleton staff (including depot and on call services) will continue to operate over the Christmas Period as required.

**RECOMMENDATION**

**“that Council, having considered Item 14.5–*Hours of Operation – Christmas 2023*, dated 23 October 2023, receives and notes the report and in doing so resolves the following hours of operation for the Christmas and New Year 2023/2024 period:**

- 1. Mallala Principal Office, Two Wells Service Centre and Mallala Depot Administration to close at 12:00pm on Friday, 22 December 2023 and re-open at 9:00am on Tuesday, 2 January 2024.**
- 2. Two Wells Library to close at 5:00pm on Thursday, 21 December 2023 and re-open at 9:00am on Tuesday, 2 January 2024.**
- 3. Mallala Library to close at 12:00pm on Wednesday, 20 December 2023 and re-open at 10:00am on Wednesday, 3 January 2024.**
- 4. Two Wells Transfer Station to close at 3:30pm on Wednesday, 20 December 2023 and re-open at 9:00am on Saturday, 30 December 2023.”**

**BUDGET IMPACT**

Estimated Cost:	Nil
Future ongoing operating costs:	Nil
Is this Budgeted?	Not applicable

**RISK ASSESSMENT**

It is not anticipated that reducing Council's operating hours over the Christmas Period will negatively impact the community, or the Council. Skeleton staff (depot and call-out services) will be rostered during the Christmas Period and all sites will resume normal operating hours early in the New Year.

Staff will naturally access leave entitlements on those days that are not public holidays during the Christmas Period.





*Impact on the Community*

Skeleton staff (depot and call out services) will be rostered to provide the community with access to on-call services for matters requiring urgent attention (such as General Inspectorate/Community Safety issues and Horticulture services).

Given the above and based on similar practices in previous years, it is anticipated that there will be minimal, if any, disadvantage or negative impact to the community over the Christmas Period.

Once endorsed by the Elected Body, Council's operating hours over the Christmas Period will be communicated to the community, well in advance, through Council's various communication channels (both online and print media).

*Impact on Staff*

Closure over the Christmas Period provides all staff the opportunity to have a break from work and provides an equitable system for staff to take the same amount of leave during the Christmas Period. Staff will access leave entitlements on those days that are not public holidays during the Christmas Period.

**Conclusion**

It is recommended that Council consider, and endorse, the proposed operating hours outlined above for the Christmas Period.


**References**Legislation

*Local Government Act 1999 – Section 45*

Council Policies/Plans

Strategic Plan 2021-2024

*Proactive Leadership*

**14.6 SUBMISSION TO GREATER ADELAIDE REGIONAL PLAN DISCUSSION PAPER****Record Number:** D23/42140**Author:** Strategic Project Officer**Authoriser:** Director Growth and Investment**Attachments:**  
**1. Draft Greater Adelaide Regional Plan Submission for Adelaide Plains Council** [!\[\]\(a870788d6ed9b8fd294b7654a8c8526b\_img.jpg\)](#)   
**2. Growth Strategy and Previous Submissions** [!\[\]\(b985170eefb48b9b3ef593e79310e8f5\_img.jpg\)](#) **EXECUTIVE SUMMARY**

The Regional Plan for Greater Adelaide is a statutory planning instrument established under the *Planning, Development and Infrastructure Act 2016*. The State Planning Commission (Commission) is charged with responsibility to update the Regional Plan for Greater Adelaide from time to time. The Commission has released the Greater Adelaide Regional Plan Discussion Paper for consultation, which is the initial stage of preparing a draft Greater Adelaide Regional Plan (draft GARP). All of Adelaide Plains Council is located within the Greater Adelaide Planning Region.

The State Planning Commission's consultation process is anticipated to receive submissions from a variety of stakeholders, including Councils. This input will inform the Commission in preparing a draft GARP which is anticipated to be released for consultation in 2024.

A submission on the Greater Adelaide Regional Plan Discussion Paper has been prepared for Council consideration. The submission draws on Council's submissions to the 2021 review of the Environment and Food Production Area and the 2023 Expert Panel. The draft submission also draws on the Growth Strategy and Action Plan adopted by Council early in 2023.

Key comments in the submission include:

- Council is open to the designation of Two Wells as a Growth Investigations Area as outlined in the Discussion Paper.
- Council's openness is however conditional on further 'whole of Government' work to align and integrate State level infrastructure (physical and social) and funding to ensure the foreshadowed growth is serviced, liveable and sustainable.
- If residential and employment growth is proposed at Two Wells as per the Discussion Paper, then demand for services (physical and social) and infrastructure upgrades will increase exponentially and Council and development sector will not be able to fully fund.
- The draft GARP must align the provision of physical and social infrastructure with any urban growth.
- The draft GARP should include a specific strategy envisaging the Animal Husbandry area (Lewiston) continuing and envisage the progressive lifting of the EFPA on land zoned for rural living/Animal Husbandry throughout Lewiston.
- The draft GARP should provide spatial and timing clarity for urban growth at Dublin.
- The draft GARP should contain specific strategies, spatially applied, to provide ongoing certainty for long term private and public investment in productive land for food purpose/horticulture.

- With both current planned growth and the future growth flagged in the Discussion Paper, the draft GARP should include a specific strategy about the Gawler River seeking recreation and hazard management (flood mitigation) outcomes.

## RECOMMENDATION

**“that Council, having considered Item 14.6 – *Submission to Greater Adelaide Regional Plan Discussion Paper*, dated 23 October 2023, receives and notes the Report and in doing so instructs the Chief Executive Officer to prepare a submission to the State Planning Commission based on the attached discussion paper and points raised within the body of this Report, including: -**

- Residential and Employment Growth;
- Two Wells Growth;
- Two Wells/Lewiston Rural Living and Animal Husbandry;
- Dublin and Mallala;
- Productive Land;
- Open Space Proposals;
- Environment Proposals;
- Infrastructure Planning;
- Hazard Management; and
- Private Land Investigation.”

## BUDGET IMPACT

Estimated Cost:	\$ 0
Future ongoing operating costs:	\$ 0
Is this Budgeted?	Not applicable

## RISK ASSESSMENT

Nil

## DETAILED REPORT

### Purpose

To consider a draft submission on the Greater Adelaide Regional Plan Discussion Paper.

### Background

The Regional Plan for Greater Adelaide is a statutory planning instrument established under the *Planning, Development and Infrastructure Act 2016*. Spatially, all of Adelaide Plains Council is located within the Greater Adelaide Planning Region. The current Regional Plan for Greater Adelaide is the 30 Year Plan for Greater Adelaide 2017 Update<sup>1</sup>. The State Planning Commission (Commission) is charged with responsibility to update the Regional Plan for Greater Adelaide from time to time.

With various circumstances changing in Greater Adelaide, in particular population projections, the Commission has released the Greater Adelaide Regional Plan Discussion Paper<sup>2</sup> for consultation with submissions invited by 6 November. Following consultation and review of feedback the Commission will prepare and release a draft Greater Adelaide Regional Plan (GARP). Consultation on the draft GARP is anticipated to occur in 2024.

On 28 August 2023, Council received an information report about the consultation on the Greater Adelaide Regional Plan Discussion Paper.

### RESOLUTION 2023/255

**Moved: Councillor Boon**

**Seconded: Councillor Keen**

**“that Council, having considered Item 15.7 – *Greater Adelaide Regional Plan Discussion Paper Consultation*, dated 28 August 2023, receives and notes the report.”**

**CARRIED**

The State Planning Commission’s consultation process is anticipated to receive submissions from a variety of stakeholders, including Councils. This input will inform the Commission in preparing a draft GARP which is anticipated to be released for consultation in 2024.

### Discussion

Council officers have prepared a draft submission (see **Attachment 1**) for Council to consider. The submission draws on Council’s submissions to the 2021 review of the Environment and Food Production Area and the 2023 Expert Panel Planning System Implementation Review and the content and knowledge within Council’s Growth Strategy and Action Plan adopted by Council early in 2023. These documents are provided as Appendices to the Submission (see **Attachment 1**).

During consultation about the GARP Discussion Paper, council officers participated in the following:

- Community Information Session run by Planning and Land Use Services (PLUS) at Two Wells on 14 September 2023
- Outer North, Northern Plains & Barossa Workshop by PLUS on 1 September 2023

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<sup>1</sup> [livingadelaide.sa.gov.au/](https://livingadelaide.sa.gov.au/)

<sup>2</sup> [plan.sa.gov.au/regional-planning-program](https://plan.sa.gov.au/regional-planning-program)

- RDA BGALP Board Workshop: Land Use Infrastructure Planning and the Greater Adelaide Regional Plan Discussion Paper 18 September 2023
- Planning Institute of Australia Fellows Roundtable - Greater Adelaide Regional Plan Discussion Paper 29 August 2023
- Discussions with the Northern Adelaide Plains Food Cluster, the SA Active Living Coalition, and with several land developers.

Key comments in the submission about Adelaide Plains are summarised in the below table. Refer to the draft submission for full comments.

Key Comments in Draft Submission	
Adelaide Plains Interests	Summary of Comments
Residential and Employment Growth	<p>Council is fully committed in its annual and long-term planning and financial capacity to undertake its role in one of the already fastest growing Council's in South Australia.</p> <p>Council is generally open to the concept of further growth flagged in the Discussion Paper and acknowledges that further growth will need Council to provide sufficient operational resources to undertake its role in planning for this further growth.</p> <p>Council's openness is however conditional on further 'whole of Government' work to align and integrate State level infrastructure and funding to ensure the foreshadowed growth is serviced, liveable and sustainable.</p> <p>If urban growth is to occur there is a need for infrastructure provision and local employment to keep pace with residential growth.</p> <p>While Council is adept at planning for urban growth and is open to further growth within APC, support services and infrastructure provision and funding must provide for the retention of sustainable and liveable communities.</p>
Further Two Wells Growth	<p>If residential and employment growth is proposed at Two Wells as per the Discussion Paper, then demand for services (physical and social) and infrastructure upgrades will increase exponentially and Council and development sector will not be able to fully fund them.</p> <p>The draft Strategy needs to include detailed and timed 'whole of Government' infrastructure proposals, both physical and social.</p> <p>Commission is requested to undertake research which shows that the proposed Two Wells housing/employment mix in the context of the Northern Adelaide Plains Food Bowl will lead to realisation of the ability for most residents to live, work and recreate locally. Investigations need to consider public and community transport.</p> <p>The draft GARP should include specific strategies about providing diverse housing mix – including aged, community and social housing - in new growth areas.</p>

Two Wells/Lewiston Rural Living and Animal Husbandry	<p>The draft GARP should include:</p> <ul style="list-style-type: none"> <li>• a specific strategy envisaging the Animal Husbandry area continuing.</li> <li>• timing about the progressive lifting of the EFPA of land zoned for rural living/animal husbandry throughout Lewiston.</li> </ul> <p>Land supply investigations for the draft GARP should analyse need for progressive release of land and over what timeframe for rural living within the northern region of which Lewiston is part, noting the role of GARP to plan ahead for land supply over decades.</p>
Dublin and Mallala	<p>The draft GARP should provide spatial and timing clarity for growth at Dublin. Growing Dublin's services role is important for increasing agribusiness and visitation to the Adelaide International Bird Sanctuary National Park - Winaityinaityi Pangkara (AIBSNP-WP). AIBSNP-WP is recognised as an important part of the Greater Adelaide Open Space System. The role of both Dublin and Mallala is recognised in the Adelaide Plains Growth Strategy.</p>
Productive Land	<p>Council affirms the importance of food and water security.</p> <p>Council requests the Commission consider the following:</p> <ul style="list-style-type: none"> <li>• The integrated approach to food and water associated with the Northern Foodbowl Protection Areas Development Plan Amendment of 2018 and the significant investment in the Northern Adelaide Infrastructure Scheme need further time to realise the intended benefits. The draft GARP should contain specific strategies - including spatially applied - to provide ongoing certainty for long term private and public investment.</li> <li>• Enabling productive land for food presents local job opportunities. This is important for residents moving to planned growth to be able to work locally, with the social, less travel, and less emissions benefits.</li> <li>• Unrealised opportunities of food production areas involve tourism and education</li> </ul> <p>Council requests the Commission work with PIRSA, experts and the Northern Adelaide Plains Food Cluster, to provide guidance on the nature of food production investigations needed to inform lifting the EFPA. This guidance could be within the draft GARP</p>
Open Space Proposals in Paper	<p>Council supports an updated metropolitan open space strategy.</p> <p>This includes recognising the regional role of the Adelaide International Bird Sanctuary National Park - Winaityinaityi Pangkara (AIBSNP-WP) as a key part of the Greater Adelaide Open Space System.</p> <p>With both current planned growth and the future growth flagged in the Discussion Paper, the draft GARP should include a specific strategy about the Gawler River seeking recreation and hazard management outcomes.</p>

	<p>Council requests the Commission be aware of the following:</p> <ul style="list-style-type: none"> <li>• Managing flood hazard is a key outcome for agribusiness and residential interests in the flood plain</li> <li>• Much of the Gawler River proper is in private ownership</li> <li>• Hazard and funding options investigations by the Gawler River Flood Management Authority are ongoing</li> <li>• The Planning and Design Code does not contain policy seeking that the Gawler River land become public land when land division of land involving the Gawler River itself is proposed.</li> <li>• A Gawler River Open Space Strategy was completed in 2009.</li> </ul>
Environment Proposals in Paper	<p>The draft GARP should include actions to ensure climate ready and energy efficient building design.</p> <p>The Commission's 'Planning for Climate Change' Brochure<sup>3</sup> outlines various proposals for including for change of the Planning and Design Code that need proper investigation.</p> <p>The current statutory arrangements and Planning and Design Code within Adelaide Plains are lacking with respect to inadequately planning ahead to address the risk of heat from urban growth. The current experience is extensive use of black roofs and limited landscaping/trees, resulting in facilitation of growth less climate ready.</p>
Infrastructure Planning	<p>We suggest a northern region planning team, possibly as an augmentation to the growth areas infrastructure team within Planning and Land Use Services (PLUS). A northern region planning team should work with Adelaide Plains, Playford, Gawler, Light Regional and Barossa Councils as well as Infrastructure SA on a coordinated approach to planning, infrastructure (physical and social) and funding in the north of Adelaide.</p>
Hazard Management	<p>Significant portions of Adelaide Plains Council are subject to potential inundation/flooding. Any potential for urban growth in APC should consider necessary flood mitigation infrastructure requirements and an appropriate funding strategy.</p>
Private Land Investigation	<p>With respect to private land investigations, the submission outlines the following:</p> <ol style="list-style-type: none"> <li>1. Content of Council's adopted Growth Strategy that deals with further investigations of the Hicks land at Two Wells and private land at Dublin.</li> <li>2. Ordinary Council Meeting Agendas contain reports that are subject to confidentiality orders with dates and titles as follows:             <ol style="list-style-type: none"> <li>a. 24 July 2023 - Dublin Urban Land Development.</li> <li>b. 23 October 2023 Two Wells West Development Proposal</li> </ol> </li> </ol>

<sup>3</sup> [plan.sa.gov.au/data/assets/pdf\\_file/0005/1252895/Planning-for-climate-change.pdf](https://plan.sa.gov.au/data/assets/pdf_file/0005/1252895/Planning-for-climate-change.pdf)

The draft GARP is anticipated to be more specific about what land is to be released for growth, and what are the infrastructure proposals to support that. Council and other stakeholders will have the opportunity to consider this in more detail at that time. Pending the outcome of the draft GARP, this will inform Council in planning ahead for its own infrastructure and services to provide for the growth intended in the next GARP.

### **Conclusion**

The draft submission highlights to the Commission various considerations the Commission should be aware of in preparing a draft GARP, in particular relevant to Adelaide Plains.

The draft GARP is anticipated to be more specific about what land to be released for growth, and what are the infrastructure proposals to support that. Council and other stakeholders will have the opportunity to consider that at that time in 2024.

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### **References**

#### Legislation

*Planning, Development and Infrastructure Act 2016*

#### Council Policies/Plans

*Growth Strategy and Action Plan*



**Submission – Greater Adelaide Regional Plan Discussion Paper  
October 2023**



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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.

**APPROACH TO SUBMISSION**

Adelaide Plains is one of SA's fastest growing councils. Adelaide Plains grew from 8,912 in 2016 to 9,655 in 2021 and is planned to grow to 19,000 by 2041. 80% of growth is at Two Wells. Two Wells grew at 4.8% per annum between 2016 and 2021, a rate of growth comparable to Mt Barker, and well above metropolitan Adelaide.

Adelaide Plains is Kurna country.

Adelaide Plains Council represents a proud community with vibrant townships and remarkable landscapes. Council represents this growing population across 935 square kilometres connected to the Barossa, South Australian coast, and Adelaide.

The Light and Gawler Rivers pass through the region creating rich, fertile plains ideal for supplying primary produce to local, national, and international markets. The expanse of farmland is a common thread that connects each township's unique character. Adelaide Plains is a place where people can choose to live and work locally, with quality services, facilities and open space that supports community wellbeing and resilience.

With a growing population and economy, Council undertakes strategic planning, makes submissions to other entities, seeks funding opportunities, and provides day to day services.

These activities are to support an enviable lifestyle, emerging economy, remarkable landscapes and provide proactive leadership for the community and environment of the Adelaide Plains council area.

## RESIDENTIAL AND EMPLOYMENT GROWTH PROPOSALS

The Discussion Paper proposes further areas for longer term growth across Greater Adelaide, be it CBD infill, middle ring suburb regeneration, or green field and township expansion on the fringe, such as at Two Wells and south of Riverlea.

This is intended to work towards four outcomes for Greater Adelaide. The idea of living locally forms part of how the Commission intends to grow Greater Adelaide, including within Adelaide Plains. Living locally is about there being opportunities for living, working, and recreating 'locally'.

<b>Living Locally can contribute to the Commission's four outcomes for Greater Adelaide:</b>	
<b>A greener, wilder and climate resilient environment</b>	<ul style="list-style-type: none"> <li>• Protects environmental areas</li> <li>• Reduces reliance on private car travel</li> <li>• Reduces pollution and CO<sub>2</sub> emissions</li> <li>• Focuses on access to high quality open space</li> <li>• Aligns with the state's Climate Change Action Plan.</li> </ul>
<b>A more equitable and socially-cohesive place</b>	<ul style="list-style-type: none"> <li>• Enhances sense of community</li> <li>• Supports passive surveillance to increase safety</li> <li>• Diverse housing contributes to diverse communities</li> <li>• Equal access to services and amenities across neighbourhoods</li> <li>• Improves health and wellbeing outcomes.</li> </ul>
<b>A strong economy built on a smarter, cleaner, regenerative future</b>	<ul style="list-style-type: none"> <li>• Supports health and infrastructure savings to the SA economy</li> <li>• Reduces household transport time and cost</li> <li>• Supports local economies, particularly retail trade</li> <li>• Supports mixed-use opportunities, bringing jobs to where people live.</li> </ul>
<b>A greater choice of housing in the right places</b>	<ul style="list-style-type: none"> <li>• Supports the core component of 'Affordable Living' concepts</li> <li>• Promotes housing diversity and affordability in different contexts</li> <li>• Focuses on better design of infill housing, including improved greening</li> <li>• Enhances sense of wellbeing linked to shorter commute times.</li> </ul>

Figure 1 Four Outcomes are intended for Greater Adelaide, with living locally supporting all four

### Background

Delivering growth that is liveable and sustainable through expanding townships such as Two Wells needs coordinated planning and infrastructure provision by all the relevant physical and social infrastructure providers (including Council in its infrastructure role).

Officer level discussions with northern region councils indicate an openness to further growth but a consistent message about need for infrastructure noting most infrastructure is not local government funded.

Within this submission, our 'Comments to Commission' have been informed by the following contained in the **Appendices**:

- Council's 2023 Growth Strategy and Action Plan<sup>1</sup> and Background Paper. This is guiding current planned growth
- 2023 Submission to Expert Panel
- 2022 Submission to the Environment and Food Production Area Review.

### Comment to Commission

As an organisation, Council is fully committed in its annual and long term planning and financial capacity to address its role as one of the fastest growing Council's in South Australia.

Council is open to the concept of further urban growth flagged in the Discussion Paper and acknowledges any further growth will need Council to provide sufficient operational resources to undertake its role in planning for this further growth.

Council's openness is however conditional on further 'whole of Government' work to align and integrate State level infrastructure and funding to ensure the foreshadowed growth is serviced, liveable and sustainable.

The term 'whole of Government' is used recognising the Commission needs to work with other State level entities responsible for planning and delivering infrastructure and services such as health, schools, emergency services, transport, water, sewer and hazard infrastructure.

A 'whole of government' approach is needed to ensure the Commission's four outcomes for Greater Adelaide are met.

To assist with this, we suggest a northern region planning team, possibly as an augmentation to the growth areas infrastructure team within Planning and Land Use Services (PLUS). A northern region planning team should work with Adelaide Plains, Playford, Gawler, Light Regional and Barossa Councils as well as Infrastructure SA on a coordinated approach to planning, infrastructure and funding in the north of Adelaide.

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<sup>1</sup> [apc.sa.gov.au/council-services/development/strategicprojects](https://apc.sa.gov.au/council-services/development/strategicprojects)

### Further Two Wells Growth

The Discussion Paper proposes further growth for employment and living at Two Wells.

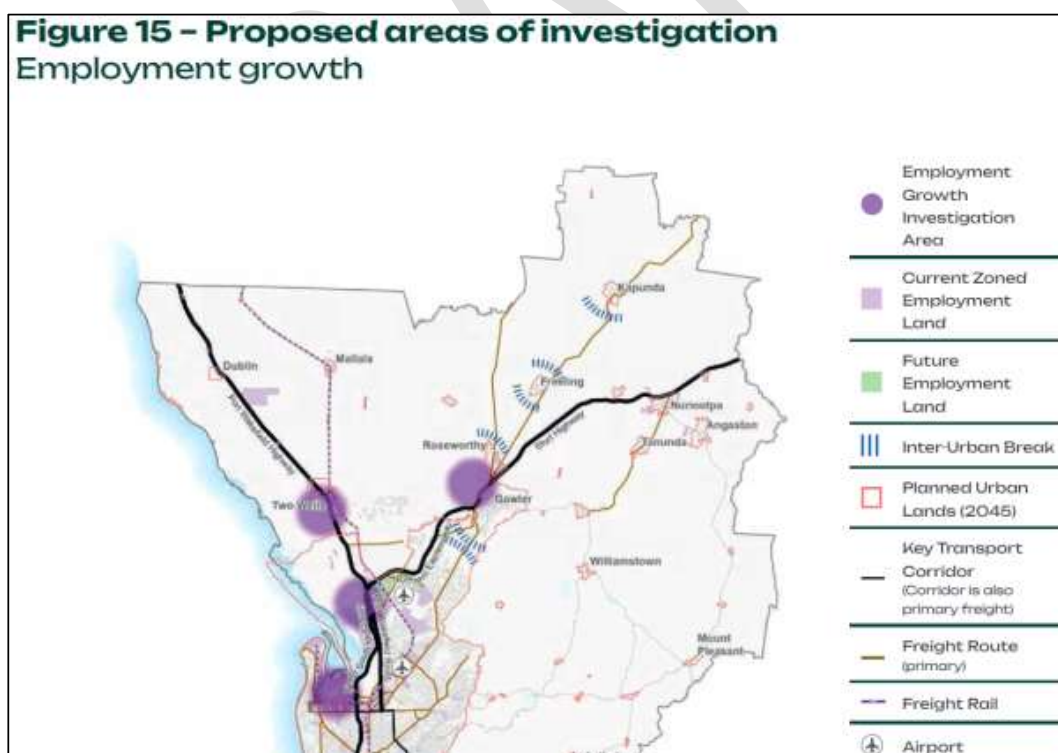


Figure 2 Proposed Areas of Investigation in the Discussion Paper

### Why this area

**This area was identified as an investigation area for future residential/employment activities because:**

- It makes use of the significant investment in road infrastructure already completed
- Further development would build on and leverage the current development activity that is already planned for Riverlea and Two Wells, which is anticipated to provide more than 15,000 new dwellings over the short to medium term
- Planned infrastructure investment to support these already identified development fronts could be leveraged as a base for further growth (regional infrastructure solutions)
- The topography of the land does not present significant challenges
- The current land uses could be moved to other locations without significantly impacting the state's economy
- The land has lower primary production value than other high-quality land in the north
- It is well connected to strategic employment lands in northern Adelaide, such as Edinburgh Parks
- Additional development in this investigation area may provide the population numbers needed to justify significant regional infrastructure investment.

### Challenges

**Some of the challenges associated with potential future residential/employment activities include:**

- Much of the area for investigation is currently part of the EFPA. This means that land would not be made available for development in the short term, until other land within the urban area is developed
- Any proposals to rezone land in the EFPA requires assessment against the need for this land for long term residential or employment growth, and its landscape, environmental or food production significance
- The area is currently not supported by high frequency public transport and would require significant investment in trunk infrastructure to support urban growth
- It will be important to encourage future employment growth in this region to facilitate a greater level of regional employment self-sufficiency
- Hazards and environmental issue such as flooding would need to be considered and managed.

*Figure 3 Explanation about the Investigation Areas in the Discussion Paper*

### Background

Recognising Adelaide Plains is one of SA's fastest growing councils, in 2023, Council adopted a Growth Strategy and Action Plan (GSAP).

The purpose of the GSAP is to identify strategies and actions to achieve the liveable population growth of Adelaide Plains. The GSAP has a long-term view to 2040 with targeted actions focused over the next 5 – 10 years.

The Growth Strategy envisages recognises the potential for growth on the Hicks land to the north west of Two Wells.



*Figure 4 The Hicks land at Two Wells is north of the Eden housing estate, and east of the railway line*

The GARP Discussion Paper suggests planned infrastructure to support existing growth regionally could be leveraged to support 'further growth', that existing land uses could be relocated without significantly impacting the SA economy, and that the further growth 'may' provide the population to justify significant regional infrastructure investment.

Historically, there has been lack of State Government funding of services within Adelaide Plains and Two Wells other than roads, e.g., no public health services, no public transport (bus or rail), and limited education facilities aside from Riverbanks College. There is limited community transport across Adelaide Plains.

While Council is planning for current growth as part of its Growth Strategy e.g. zoned land, support from State Government is required to accommodate existing planned growth as well as further urban growth.

Comment to Commission

If residential and employment growth is proposed at Two Wells as per the Discussion Paper, then demand for services (physical and social) and infrastructure upgrades will increase exponentially and Council and development sector will not be able to fully fund.

The draft Strategy needs to include detailed and timed 'whole of Government' infrastructure proposals.

To inform these proposals, the Commission is requested to undertake research which shows the proposed Two Wells housing/employment mix in the context of the foodbowl will lead to realisation of the ability for most residents to live, work and recreate locally, and to lessen the time, financial, environmental and social costs associated with high proportion of lengthy commute time. This benefits agribusiness growth who need workers.

Housing diversity is highlighted however there is currently no incentive for diversity and recent legislative changes make it easier to create homogeneous townships. The draft GARP should include specific strategies about providing diverse housing mix – including aged, community and social housing - in new growth areas.

Investigations need to look at public and community transport, in particular east west. The Regional Public Health Plan<sup>2</sup> for Adelaide Plains, Light Regional, Barossa and Gawler seeks improved public transport, the establishment of a regional community passenger network, and targeted improvements in walking and cycling networks.

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<sup>2</sup> [barossa.sa.gov.au/council/management-plans/public-health-and-wellbeing-plan](https://barossa.sa.gov.au/council/management-plans/public-health-and-wellbeing-plan)



### Two Wells/Lewiston Rural Living and Animal Husbandry

The Discussion Paper recognises the Rural Living area exists stating ‘Except for areas currently identified for urban development, most of this (north western area) is currently zoned for rural and horticultural activities, including rural living or lifestyle allotments.’

#### Background

Council’s submission to the 2021 EFPA review (see **Appendix**):

- Questioned the rationale for the EFPA applying to Rural Living Zoned land.
- Flagged being open to the EFPA continuing in place over Two Wells / Lewiston 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:
  - 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.
  - 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.
- Sought that the Greater Adelaide Regional Plan should better reflect the Animal Husbandry Zone as a business cluster and the envisaged development of horticulture in the southern third of Adelaide Plains.

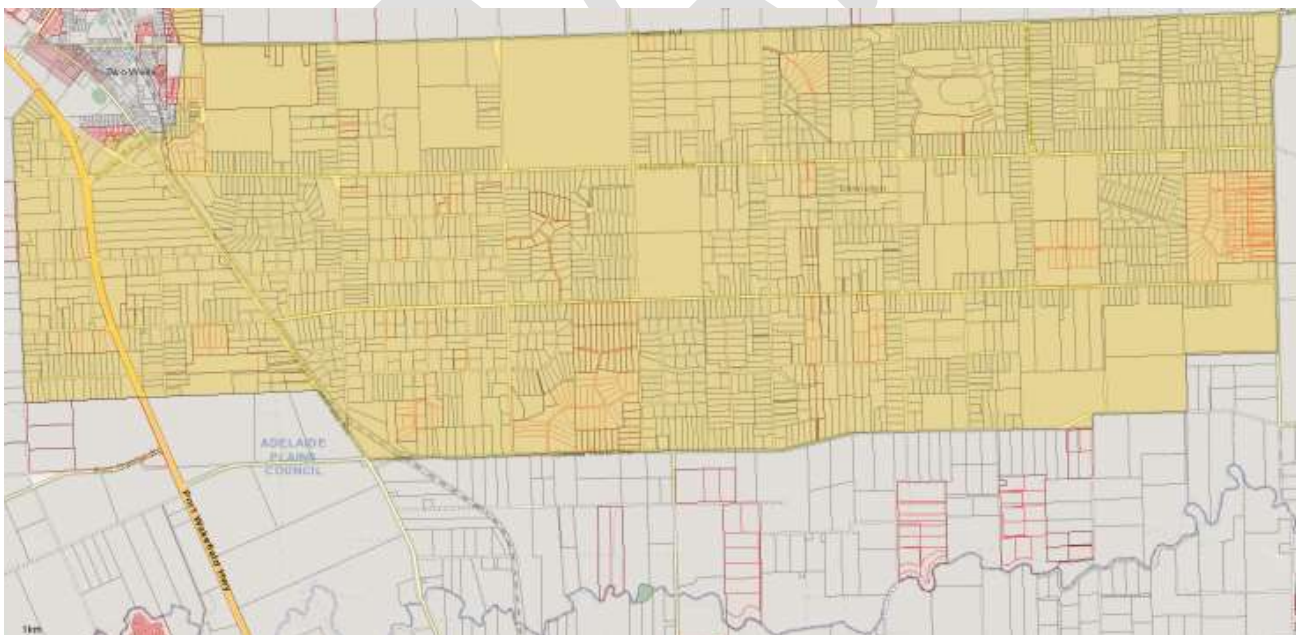


Figure 5 The large undivided lots are unable to be subdivided for rural living due to the EFPA. Map (SAPPA September 2023) shows new rural living lots progressively being bought to the market due to land divisions being lodged prior to the EFPA coming into effect.

New rural living lots are progressively being bought to the market due to land divisions being lodged prior to the EFPA coming into effect. However, some 20 large lots in Lewiston are unable to be subdivided for rural living due to the EFPA, and there is no clear strategy for the release of that land.



Figure 6 SA's Premier Rural Living Animal Husbandry Zone

Investigations and engagement over 2022 lead to Council's adopted Equine Strategy<sup>3</sup> envisaging horse activity growth in the Animal Husbandry area.

#### Comment to Commission

Council requests the draft GARP include a specific strategy envisaging the Animal Husbandry Area continuing to operate as it has for many years and reflecting long term planning policy.

Noting the intent of the draft GARP to inform future EFPA reviews, Council requests the draft GARP include timing about the progressive lifting of the EFPA of land zoned for rural living throughout Lewiston. Land supply investigations for the draft GARP should analyse need for progressive release of land and over what timeframe for rural living within the northern region of which Lewiston is part, noting the role of GARP to plan ahead for land supply over decades.

<sup>3</sup> Available via [apc.sa.gov.au/council-services/development/strategicprojects](https://apc.sa.gov.au/council-services/development/strategicprojects)

### Dublin and Mallala

The Paper states 'The Investigation areas do not extend as far as the towns of Dublin and Mallala. These towns will keep their own separate identity but may expand locally to support township function and viability'.

#### Background

Mallala has zoned land, with the Gracewood land division envisaging some 500 lots. This land division has been granted planning consent. Other land is available long term.

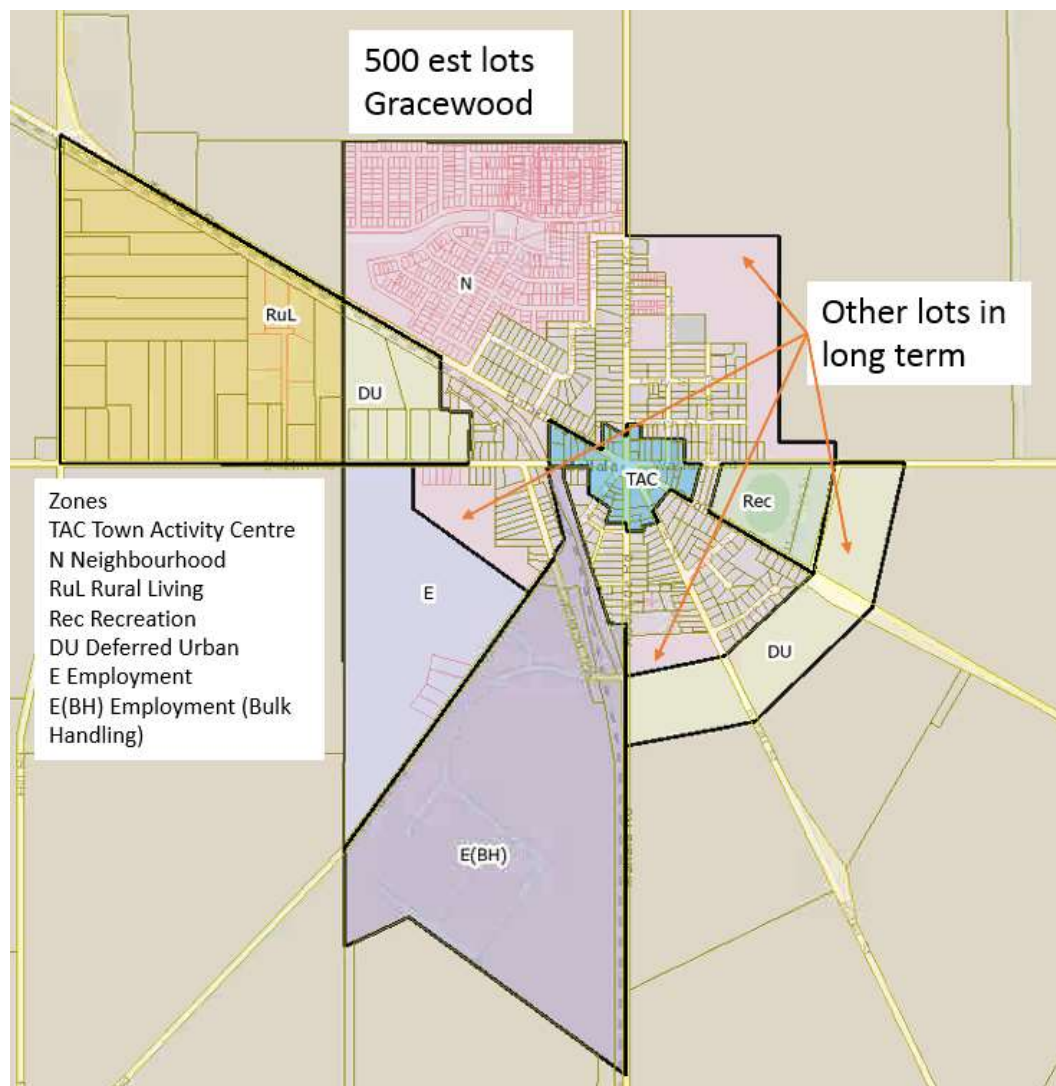


Figure 7 Zoned land for growth at Mallala

At Dublin, Council's Growth Strategy envisages potential further growth at Dublin

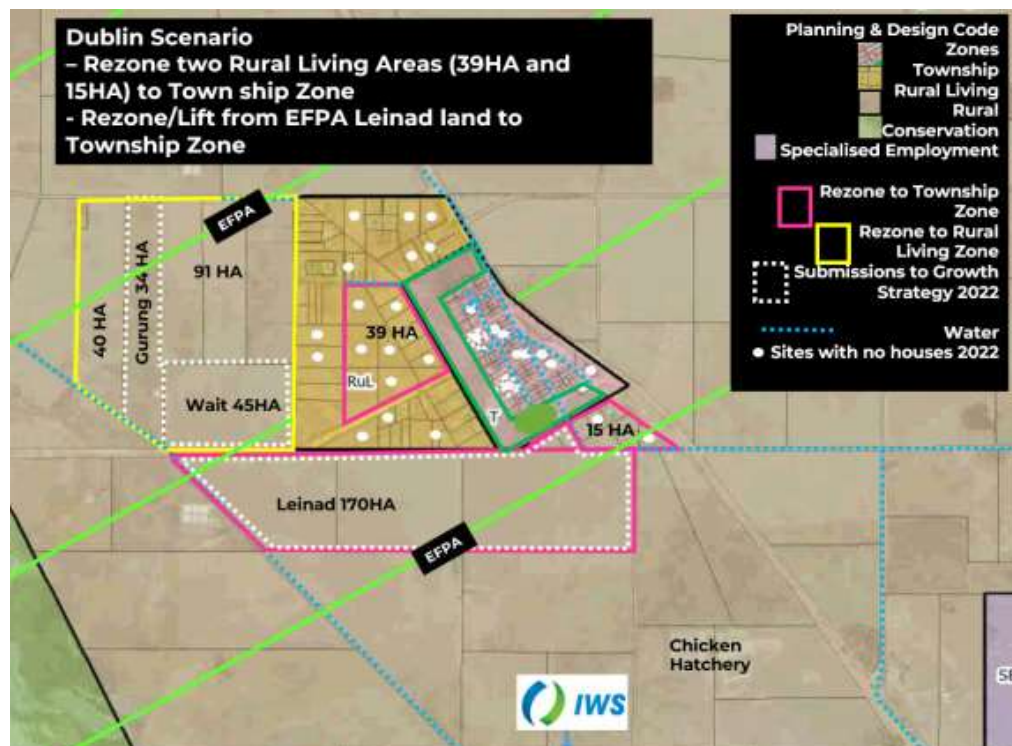


Figure 8 The 2022 scenario proposed in submissions to Council's Growth Strategy involve expansion of the township zone to the west and south, and further Rural Living to the west

Council's Business Plan for 2023/24 contains a project to undertake the Dublin Township Growth and Tourism Master Plan. Staff have commenced preparing a Background Paper and informal discussions with local stakeholders and development interests.

For Dublin, further investigations are needed around:

- opportunities to grow tourism and business experiences
- need for land supply release for housing, including rural living as transition to agriculture. Assessment of value of soil for food production and environmental needs consideration
- potential for conflict with established uses, such as the chicken hatchery and waste facility to the south
- community infrastructure and open space
- hard infrastructure, e.g. sewer and water.

#### Comment to Commission

Planned growth is progressing at Mallala.

The draft GARP should provide spatial and timing clarity for growth at Dublin. Growing Dublin's services role is important for increasing agribusiness and visitation to the Adelaide



International Bird Sanctuary National Park - Winaityinaityi Pangkara (AIBSNP-WP). AIBSNP-WP is recognised as an important part of the Greater Adelaide Open Space System.

### Productive Land

The Discussion Paper states ‘Any proposals to rezone land in the EFPA requires assessment against the need for this land for long term residential or employment growth, and its landscape, environmental or food production significance.’

The Discussion Paper acknowledges food and water security as a key trend influencing Greater Adelaide’s future.



Figure 9 The vast majority of land in Adelaide Plains is impacted by the EFPA

The EFPA covers the majority of land within Adelaide Plains and does not allow the division of land solely for housing.

Council’s submission to the 2021 EFPA review (**Appendix**) affirmed the EFPA generally aligned with Council’s strategic goals and noted various matters required review.

The GARP Discussion Paper was discussed at various meetings involving RDA Barossa and the Northern Adelaide Plains Food Cluster. A meeting of officers of peri-urban councils identified the following areas of shared interest:

- The Greater Adelaide Regional Plan needs to bring back a focus on the peri-urban region as a sub-region in its own right with overarching objectives and outcomes.
- Need to have Primary Production Priority Areas (PPPA) areas identified before looking at any changes to EFPA boundaries.
- The Planning & Design Code has increased the ability for value adding and diversification which is seen as positive. However, absence of fine-grained policy in former Development Plans not in the Planning and Design Code presents certain risks associated with ongoing land use intensification and diversification. Existing Rural Living Zones also need better understanding in terms of the trends and data influencing them. These matters need proper investigation and data collation and analysis to inform possible changes to the Planning and Design Code.
- Identifying and promoting scenic routes, scenic lookouts and the like which contribute to the landscape value needs to be prioritised and introduced to the Planning and Design Code.

#### Comment to Commission

Council affirms the importance of food and water security.

Council requests the Commission consider the following:

- The integrated approach to food and water associated with the Northern Foodbowl Protection Areas Development Plan Amendment of 2018 and the significant investment in the Northern Adelaide Infrastructure Scheme need further time to realise the intended benefits. The draft GARP should contain specific strategies including spatially applied to provide ongoing certainty for long term private and public investment.
- Enabling productive land for food presents local job opportunities. This is important for residents moving to planned growth to be able to work locally, with the social, less travel, and less emissions benefits.
- Unrealised opportunities of food production areas involve tourism and education

Council requests the Commission work with PIRSA, experts and the Northern Adelaide Plains Food Cluster, to provide guidance on the nature of food production investigations needed to inform lifting the EFPA. This guidance could be within the draft GARP

#### **Northern Adelaide Irrigation Scheme (NAIS)**

The Northern Adelaide Irrigation Scheme (NAIS) was intended to provide recycled water to be used to irrigate crops, particularly horticulture. The project jointly funded by the South Australian and Australian Governments involved the development of new water treatment facilities built within the Bolivar precinct to increase its production of recycled irrigation water.

The Scheme, which is delivered by SA Water, was intended to unlock 12GL of quality water to be used in agricultural food production to support the development of over 300 hectares of high-technology horticulture, and a further 2,700 hectares of advanced agri-food production. Council undertook a Development Plan Amendment which was aimed at facilitating significant

recycled water from the Bolivar wastewater treatment plant, and harvesting this water for intensive high-tech irrigated horticulture.

To date there has been low rates of take up of NAIS water, with the horticulture industry citing high capital contribution/connection costs, infrastructure augmentation requirements, access to NAIS infrastructure and the high cost and quality of water as barrier to using the scheme. This results in water reuse through the scheme being low and economic development, particularly horticulture, not being stimulated. The development of the NAIS project to its full potential would lead to significant employment and economic activity within the Northern Adelaide Plains and South Australia.

### OPEN SPACE PROPOSALS

The Discussion Paper outlines the Commission will build on the Metropolitan Open Space Framework in the Greater Adelaide Regional Plan to create quality open spaces across the region.

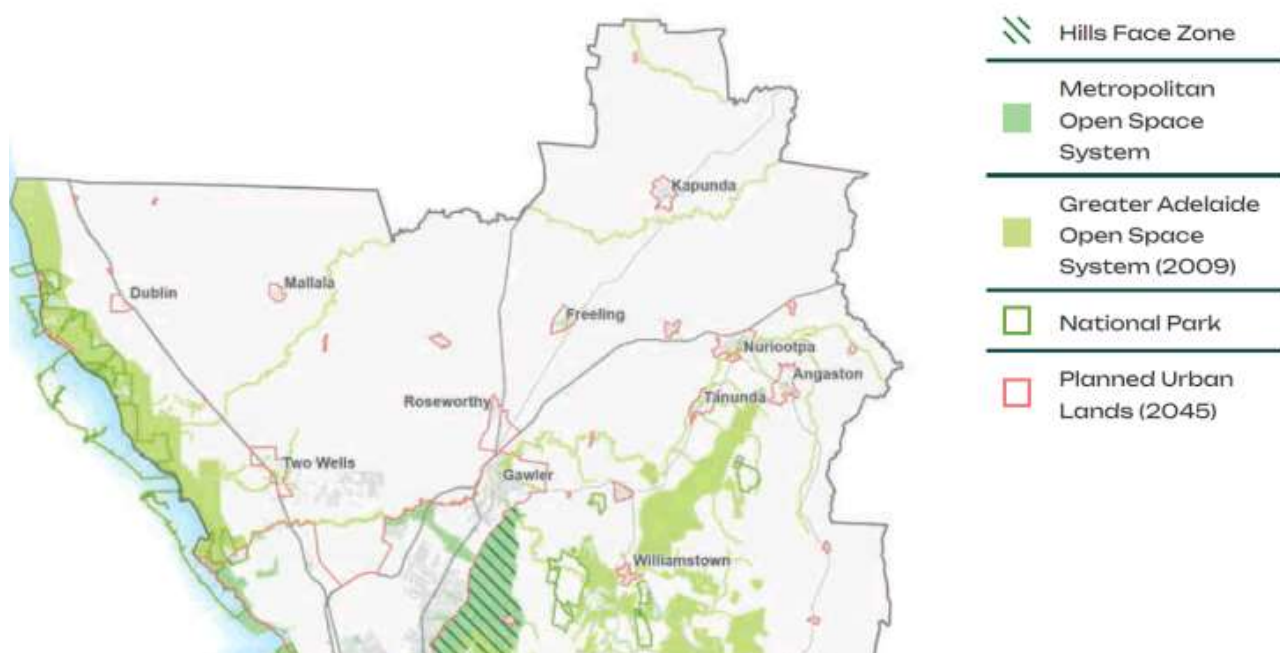


Figure 10 2010 and Current MOSS areas as shown in the Discussion Paper

### Background

The Adelaide International Bird Sanctuary National Park - Winaityinaityi Pangkara (AIBSNP-WP) as a key part of the Greater Adelaide Open Space System, as are the Light and Gawler Rivers, and a range of local parks.

Council is working closely with National Parks and Wildlife Service about the future of coastal settlements enveloped by AIBSNP-WP including discussing options to inform possible plans for the settlements.

Much of Adelaide Plains is subject to potential for flooding and Council is part of the Gawler River Flood Management Authority. The Gawler River is formed by the confluence of the North Para and South Para in the town of Gawler and is located in the Adelaide Plains district of South Australia. The district surrounding the river produces cereal crops and sheep for both meat and wool, as well as market gardens, horticulture, almond orchards and vineyards. The farm gate output of the Gawler River floodplain horticultural areas is estimated to be at least \$355 million.

The river is subject to periodic flood events. The catchment is identified in the state's flood hazard plan as a significant flood risk. The River has been flooded on average every 10 years over the past 160 years (known records). Most recently, large floods have occurred in 1992 (September, October, December), November 2005 and October 2016.)

The Gawler River Flood Management Authority was established for the purposes of coordinating the planning, construction, operation and maintenance of flood mitigation infrastructure for the Gawler River. The regular flooding along the Gawler River impacts affected communities through displacement, economic loss and infrastructure repair/replacement. Costs of undertaking flood mitigation infrastructure works are significant and any further urban growth in Adelaide Plains should consider likely flood mitigation requirements, costs associated with those measures and funding sources.

Flood protection ranked as the most important issue in Council's 2018 and 2022 community surveys. In preparing Council's 2021 – 2024 Strategic Plan, consultation with relevant authorities identified the capacity issues of the Adelaide Plains section of the Gawler River and the ongoing likelihood of flooding could impact economic and urban development. The hazard to residents and businesses presented by risk of Gawler River floods continues to be a challenge. Hazard and funding options continue to be investigated by the Gawler River Flood Management Authority, with Department of Environment and Water briefing Council at its meeting on 25 September 2023 about the Gawler River Flood Management Business Case.

The Gawler River Open Space Strategy was prepared in 2009 for the Gawler River Floodplain management Authority.

Council is intending to prepare an updated Open Space Strategy in 2023/2024.

#### Comment

Council supports an updated metropolitan open space strategy.

This includes recognising the regional role of the Adelaide International Bird Sanctuary National Park - Winaityinaityi Pangkara (AIBSNP-WP) as a key part of the Greater Adelaide Open Space System.

With both current planned growth and the future growth flagged in the Discussion Paper, the draft GARP should include a specific strategy about the Gawler River seeking recreation and hazard management outcomes.

Council requests the Commission be aware of the following:



- Managing flood hazard is a key outcome for agribusiness and residential interests in the flood plain
- Much of the Gawler River proper is in private ownership
- Hazard and funding options investigations by the Gawler River Flood Management Authority and State Government are ongoing
- A Gawler River Open Space Strategy was completed in 2009.

## ENVIRONMENT PROPOSALS

The Discussion Paper documents the impacts of climate change and the need for an updated open space strategy and greening are identified. The Discussion Paper outlines a range of ideas to respond to climate change and to foster resilience. Many of these are policies or programs underway and intended to continue.

### Comment

The draft GARP should include actions to ensure climate ready and energy efficient building design.

The Commission's 'Planning for Climate Change' Brochure<sup>4</sup> outlines various proposals for including for change of the Planning and Design Code that need proper investigation.

The current statutory arrangements and Planning and Design Code within Adelaide Plains are lacking with respect to inadequately planning ahead to address the risk of heat from urban growth. The current experience is extensive use of black roofs and limited landscaping/trees, resulting in facilitation of growth less climate ready.

## PRIVATE LAND INVESTIGATION

Council provides the following information about private land investigations.

1. Council's adopted Growth Strategy has a strategy to 'Plan for future urban growth including at Dublin and Two Wells'. Related actions are:
  - a. **'Dublin'** – scope future urban growth to the south and west, noting 2019 Council decision to support further investigating Leinad land south of existing township. Consider near coastal tourism role, agriculture, proximity to established industries and Carslake Industrial Area, community and open space facilities, recreation and sport, water reuse and necessary infrastructure.'
  - b. **'Two Wells Hicks land'** – scope future urban growth, noting 2019 Council decision for in principle support for further investigations. Consider housing mix, recreation and sport, water reuse, the train line and Mallala Road, and orderly connections with Two Wells. The potential urban development of the Hicks land immediately to the east of Liberty and separated by Mallala Road and the ARTC train line will need to involve the Hickinbotham Group, DIT and ARTC as key stakeholders amongst others. Continue with Growth Strategy

<sup>4</sup> [plan.sa.gov.au/\\_data/assets/pdf\\_file/0005/1252895/Planning-for-climate-change.pdf](https://plan.sa.gov.au/_data/assets/pdf_file/0005/1252895/Planning-for-climate-change.pdf)

action seeking the urban development of the Hick's land, noting this involves seeking lifting of the Environment and Food Production Area, rezoning, and suitable infrastructure agreements.'

2. Ordinary Council Meeting Agendas contain reports that are subject to confidentiality orders with dates and titles as follows:
  - a. 24 July 2023 - Dublin Urban Land Development.
  - b. 23 October 2023 – Two Wells West Land Development Proposal

#### **APPENDICES**

- Growth Strategy and Action Plan and Background Paper 2023
- Expert Panel Planning Review Submission 2023 (this includes Council's Environment and Food Production Area Submission 2021 and Council's Submission on introduction of Planning and Design Code)



## GROWTH STRATEGY

May 2023



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Cover Photos - Updating community infrastructure – like at Two Wells with Village Green adjacent the Library and Xavier School – are critical to support liveable population growth. Agribusiness growth and coastal experience growth are important priorities.

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.

Version	Comment
May 2023	Adopted 24 April 2023
April 2023	Refined following consultation
July 2022	Consultation
June 2022	For Council June 2022

**PURPOSE**

The purpose of the Growth Strategy and Action Plan (GSAP) is to identify strategies and actions to achieve the liveable population growth of Adelaide Plains. The GSAP has a long-term view to 2040 with targeted actions focussed over the next 5 – 10 years.

Liveable growth involves some actions for APC to lead. Some actions however are for others to deliver, including State Government, and development and community partners. APC will collaborate with others – including nearby councils and regional authorities as appropriate on all the strategies and actions.

Liveable growth occurs by collaborative relationships and smart investment in the necessary social and economic infrastructure.

This GSAP draws on the Adelaide Plains Growth Background Paper.

**ROLE OF COUNCIL**

Council has roles in planning for growth, advocating about the impacts of growth, and delivering infrastructure and services – sometimes via facilitating – that support growth.

This GSAP describes Council's roles as:

- Plan
- Advocate

- Deliver/facilitate.

**VISION**

Council's Strategic Plan 2020 – 2024<sup>1</sup> identifies the vision for the Council area. Council's Strategic Plan also contains 'Strategic Responses'.

These strategies include enviable lifestyle, emerging economy, remarkable landscapes and proactive leadership.

This GSAP supports achievement of the aspired Vision by identifying Strategies and Actions based on and structured around the Strategic Plan 2021 – 2024 outcome areas of:

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

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<sup>1</sup> [apc.sa.gov.au/\\_data/assets/pdf\\_file/0023/355181/Adelaide-Plains-Council-Strategic-Plan-2021-2024](https://apc.sa.gov.au/_data/assets/pdf_file/0023/355181/Adelaide-Plains-Council-Strategic-Plan-2021-2024)

### Vision

Adelaide Plains is:

**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.

### Tourism and Economic Development Strategy

#### Five Themes

- Town Centres and Main Streets
- Business Support and Growth
- Food and Primary Industries
- Coastal Experiences
- Marketing and Branding

## SETTING THE SCENE

Planning for growth is important as the population of Adelaide Plain's is forecast to double over the next 20 years.

The majority of population growth is at Two Wells. 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.

Growth is also flagged but yet to commence at Mallala.

Council has supported further possible growth at Two Wells and Dublin, with these requiring investigations, rezoning, lifting of the Environment and Food Production Area, infrastructure planning and provision.

Growth in Adelaide Plains is part of the outer north being planned for the greatest amount of fringe growth in Greater Adelaide.

The Growth Background Paper contains detailed investigations.

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<sup>2</sup>

[plan.sa.gov.au/news/article/2019/new\\_population\\_projections\\_released\\_for\\_south\\_australia](https://plan.sa.gov.au/news/article/2019/new_population_projections_released_for_south_australia)

5

## POPULATION FORECASTS BASED ON PLANNED URBAN GROWTH

SA Government provide forecasts<sup>2</sup> about growth based on low, medium and high scenarios.

Adapting these forecasts, the following low, medium and high scenarios are forecast for Adelaide Plains.

The LOW projection includes MEDIUM growth but at a lower rate or over an extended period of time. The LOW projection aligns with a forecast of 19,358 in 2050<sup>3</sup>.

The MEDIUM projection includes growth that is known.

- Known includes land already zoned for urban development.
- At Two Wells, this assumes Liberty and Eden are both completed over the next 20 years. Eden with around 265 lots and Liberty with around 2000 lots. This also assumes a town CWMS is installed and land within the proposed levee is rezoned, both leading to the ability for increased housing options within the original township.
- At Mallala, Gracewood with around 500 lots is developed and a small number of dwellings constructed in the balance of Mallala. 1042 residents in Mallala and nearby rural areas in 2021<sup>4</sup> grows by 1300 to around 2300 in 2040.

<sup>3</sup> Population forecast by Holmes Dyer as included in the APC Strategic Plan 2021 – 2024.

<sup>4</sup> [quickstats.censusdata.abs.gov.au](https://quickstats.censusdata.abs.gov.au)

- At Lewiston, some 600 residents move into existing lots or lots with approvals pending release over the next 20 years. This number recognises the impact of flood risk entails the more readily developable land has already been developed, and the impact of the EFPA on precluding the ability for further residential only development.
- Through the balance of the Council area including Dublin and 100 further residents at Thompson Beach, small increases in population.

The HIGH projection includes MEDIUM growth but at a faster rate or over a shortened period of time.

The MEDIUM projection identifies that the Council area grows from 9977 in 2021 to 18,500 residents by 2041. 7,500 of this growth is at Two Wells.

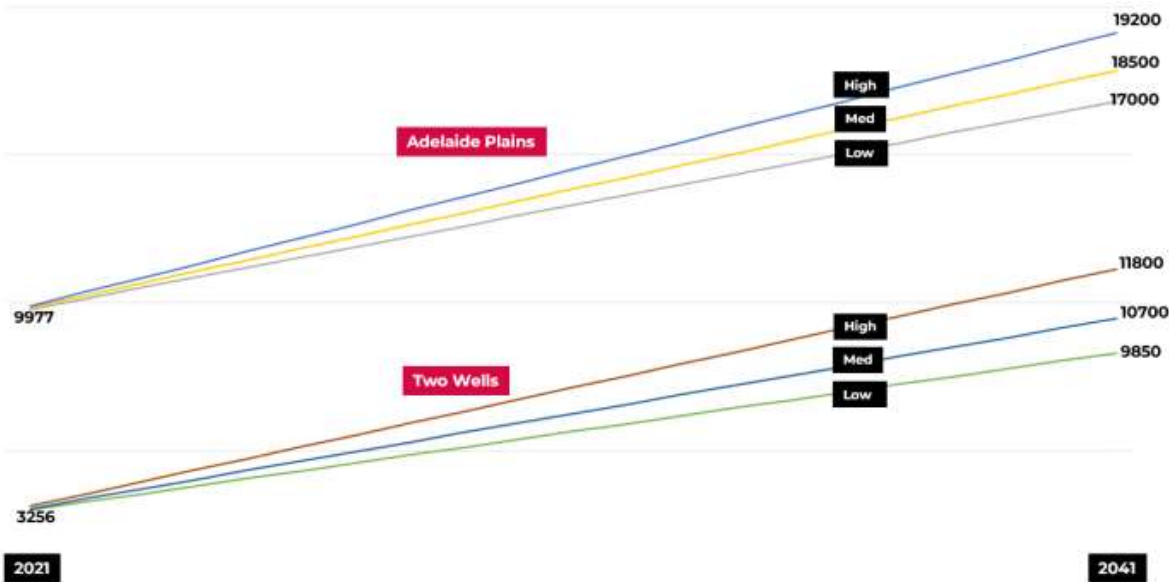
On projections generally, the level of certainty decreases the further into time a forecast looks forward.

The final block was settled at Eden in early 2023 and Liberty will continue to see more dwellings constructed. There is less certainty when Gracewood will commence works, and likewise when lodged divisions in Lewiston are brought to market.

Certainty is impacted by global and national economic conditions, other land in nearby locations, such as in Playford and Light Regional Council's being brought to the market.

This uncertainty underscores the basis to update the strategies and actions regularly to take account of change.

This growth strategy and action plan is based on the MEDIUM forecast, adopting a proactive approach to planning for a higher rate of growth than the LOW forecast.





APC and Two Wells Population Forecast Estimates Summary						
	2020 <sup>5</sup>	2021 ABS	2041 est	Increase est	Dwellings/ Annum est	Residents/ Annum est
Adelaide Plains HIGH	9441	9977	19,177 19,100	9,736 9,700	175	460
Adelaide Plains MEDIUM	9441	9977	18,477 17,800	9,036 8,400	150	400
Adelaide Plains LOW	9441	9977	16,977 16,800	7,536 7,400	132	350
Two Wells <sup>6</sup> HIGH	2743	3256	11,756 11,700	9,013 8,900	160	425
Two Wells MEDIUM	2743	3256	10,856 10,700	8,113 8,000	140	380
Two Wells LOW	2743	3256	9,856 9,700	7,113 7,000	125	330

This strategy involves actions focussed on fostering a liveable and sustainable Two Wells, recognising just over 80% of population growth is forecast there.

<sup>5</sup> [profile.id.com.au/adelaide-plains/population-estimate](https://profile.id.com.au/adelaide-plains/population-estimate) accessed October 2022

### POPULATION FORECASTS BASED ON POTENTIAL URBAN GROWTH

In 2019, Council decided to support investigations for potential further urban growth on the Hicks land at Two Wells and to the south of Dublin on the Leinad land. Submissions in the 2022 consultation affirmed interest in potential urban growth at the Hicks land and to the south and west of Dublin.

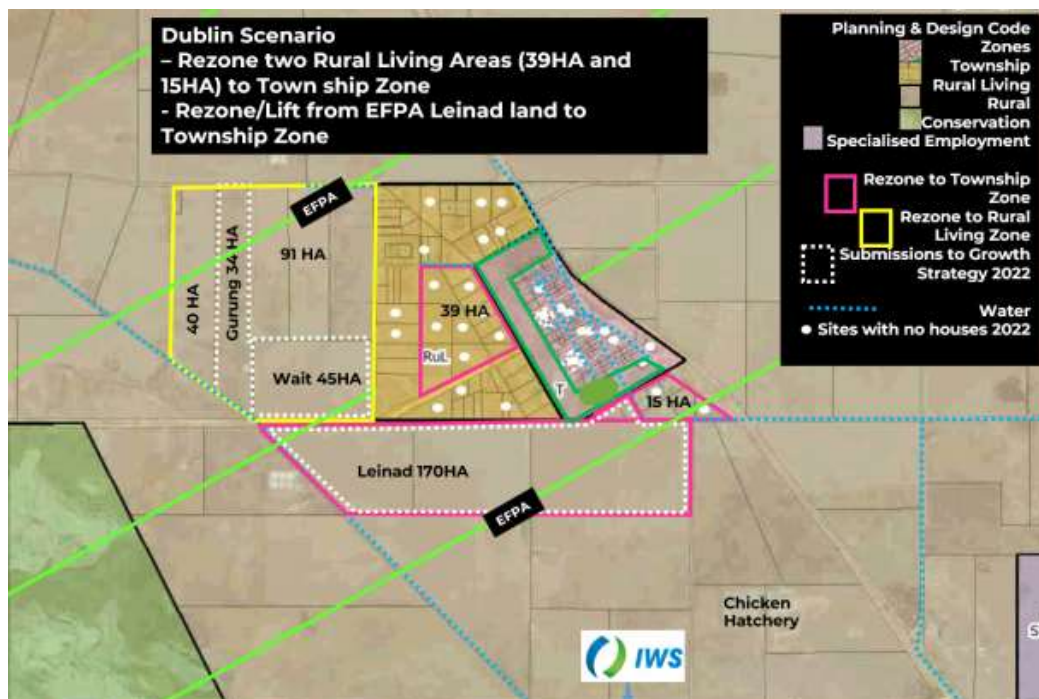
A decision to release Hicks land and land at Dublin as potential urban growth are significant unknowns. Both are within the Environment and Food Production Area (EFPA). The decision to allow the land to be developed for urban growth is ultimately a matter for SA Parliament on the advice of the Planning Minister, the State Planning Commission, and with input from Council. The State Planning Commission five yearly review of the EFPA is next due in 2026.

The Hicks land has potential for around 2,500 residents/940 dwellings in total. If Hicks land was fully developed by 2040, this would lead to a Two Wells of around 13,400.

Land at Dublin has potential for around 4000 residents/1500 dwellings in total. Added to Dublin's 405 residents of 2021, Dublin could be in the order of 4,500. Accounting for the variability of land owners intentions, if around 25% of sites are developed (rather than all sites), this entails Dublin could grow by 1000 to around 1400. If undertaken over 20 years to 2041, this rate of growth is 6% per annum, 1% higher than experienced at Two Wells from 2016 – 2021. If a 3% per annum rate of growth is experienced over 20 years to 2041, this is an increase of 345, leading to a total population of 750.



The Hicks land at Two Wells is north of the Eden housing estate, and east of the railway line



The Dublin scenario proposed in submissions in 2022 by Leinad, Gurung and Wait involve expansion of the township zone to the west and south, and further Rural Living to the west

7

[plan.sa.gov.au/our\\_planning\\_system/instruments/planning\\_instruments/environment\\_and\\_food\\_products\\_on\\_areas](https://plan.sa.gov.au/our_planning_system/instruments/planning_instruments/environment_and_food_products_on_areas)


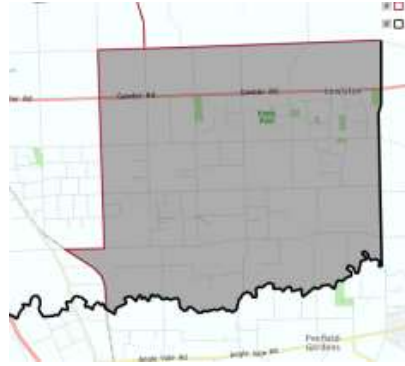
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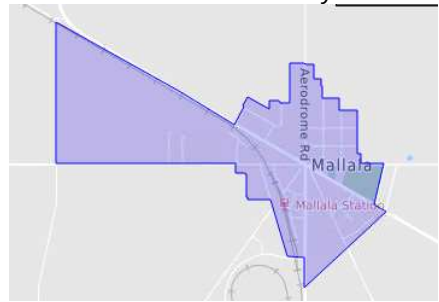


Under a MEDIUM scenario, Adelaide Plains grows from 9441 in 2020 to 18,500 in 2040. If both Hicks and Dublin land was released and fully developed within that timeframe, this would lead to Adelaide Plains in 2040 being around 25,000. This would be a 2.5 times population increase.

Noting available land within Adelaide Plains and the State Planning Commission's 2021 assessment<sup>7</sup> of no need to open up further land within Greater Adelaide (which includes Adelaide Plains), neither are likely to be available prior to 2026.

Recognising Council decisions to support investigations for this potential growth, this strategy plans for this potential growth in the longer term order to create liveable communities whilst not unduly impacting existing zoned supply.

**MAIN LOCATIONS OF POPULATION GROWTH**

Main Locations of Population Growth		
	Current	2041 est
Two Wells SA2 (Statistical Area Level 2)	3256 (2021) 2743 (2020)	10,900  (IF Hicks land fully developed, Two Wells becomes 13,400)
		
Lewiston SSC (State Suburb)	3310 (2021) 3076 (2016)	4050  3500
		

Mallala Urban Centre Locality	1042 (2021) 894 (2016)	2300 1700 (assumes Gracewood developed)
		
Dublin SSC	405 (2021)	500  (IF unplanned growth land is fully developed long term, Dublin and nearby rural areas becomes 4500)
		
Thompson Beach	219 (2021)	300
		

## RELATIONSHIP WITH OTHER STRATEGIES

### Strategic Plan

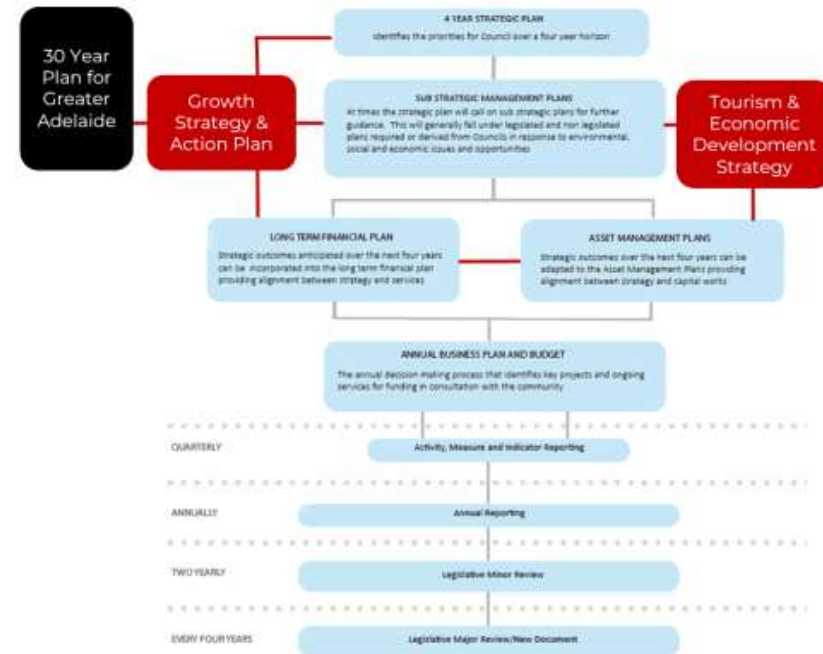
The GSAP:

- Summarises analysis undertaken by Council covering economic, social, health and recreational planning, landscape and environmental planning, land use planning, infrastructure capacity, governance, and review of the 30 Year Plan for Greater Adelaide (refer Growth Background Paper)
- Identifies Strategies and Actions based on the Strategic Plan 2021 – 2024 outcome areas of:
  - Envable Lifestyle
  - Emerging Economy
  - Remarkable Economy
  - Proactive Leadership

### Long Term Financial Plan

Council has a Long-Term Financial Plan looking forward 10 Years. This was released for consultation in late 2021. The LTFP includes various studies informing planning for growth.

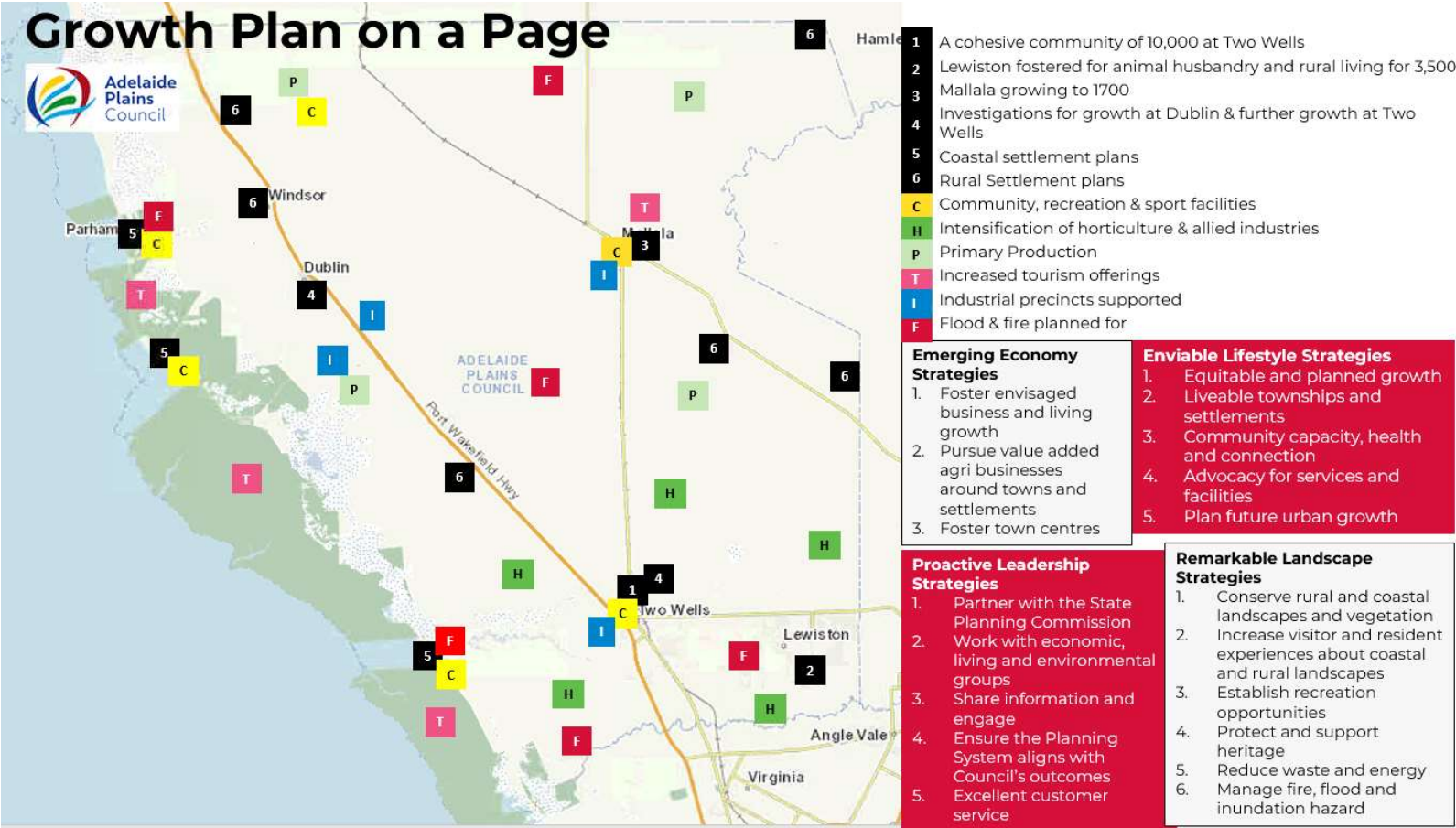
These studies are referenced with relevant growth actions with the text 'Consultation LTFP late 2021'.



How the Growth Strategy and Action Plan relates to Council's Four-Year Plan, Long Term Financial Plan, and Asset Plans, as well as the 30 Year Plan For Greater Adelaide



GROWTH PLAN ON A PAGE



A summary of planning for Adelaide Plains growth

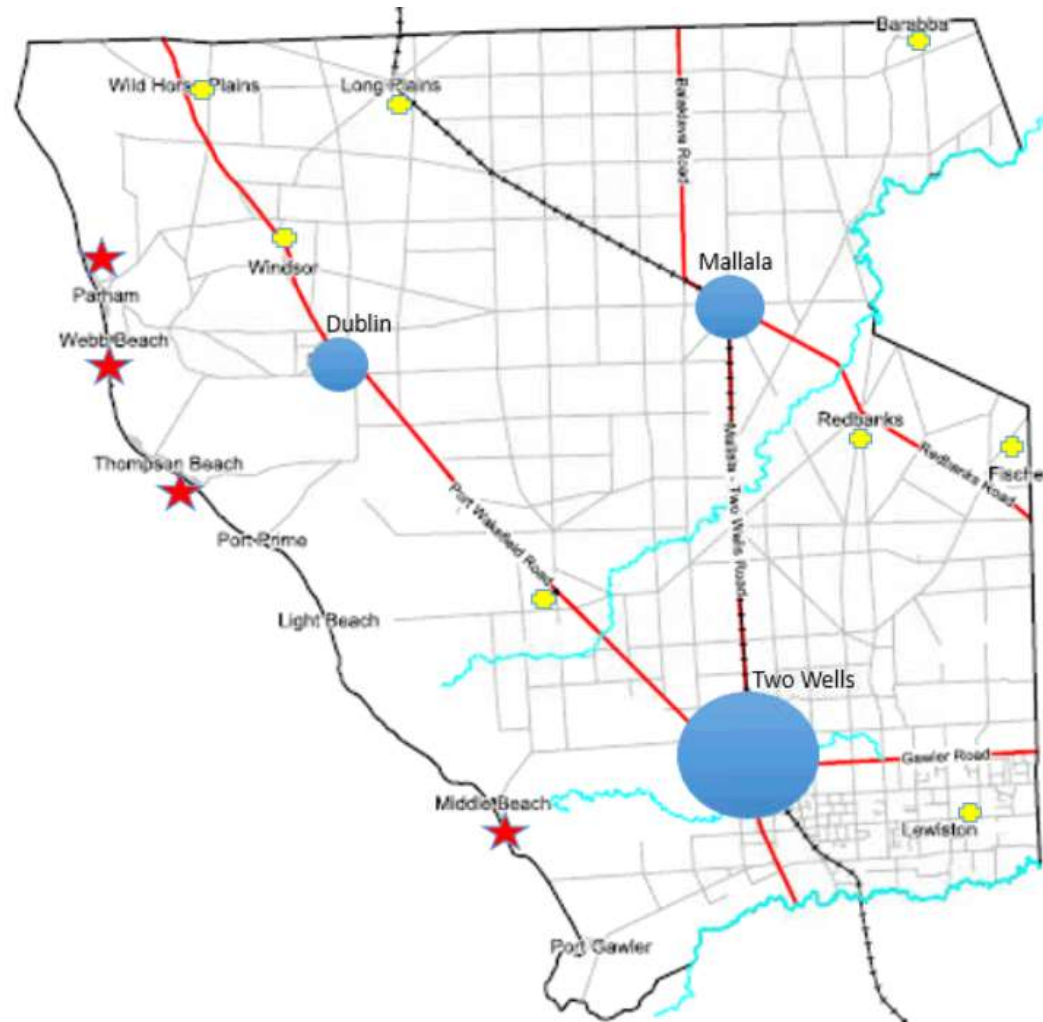
### THREE TOWN SERVICE MODEL

Adelaide Plains is envisaged with three major towns and 12 coastal and rural settlements.

As Adelaide Plains grows, growth planning is seeking to foster liveable and sustainable outcomes across these townships and settlements, and with the aim for a range of services and facilities to be reasonably convenient and accessible.

This includes community and recreational facilities, health and education, employment options, and a variety of transport options.

This is in the context of nearby envisaged growth in the City of Playford, Gawler and Light Regional.



## TWO WELLS

Arising from decisions in 2010 - 2012, planned urban growth is envisaging a Two Wells of around 10,500.

This growth is around 80% of growth planned in Adelaide Plains.

### Strategy

'A cohesive country community of 10,500' is the strategy for Two Wells.

'Cohesive' recognises fostering 'a' community with many new people moving into a 'country' town is important.

The Actions are summarised in the Image.

Actions specific for Two Wells are placed together under the outcome areas.

## TWO WELLS - A COHESIVE COUNTRY COMMUNITY OF 10,500

- Advocate for health, emergency and welfare services, and to be part of the Adelaide public transport network
- Foster wellbeing via a walking cycling network within Two Wells and connecting nearby

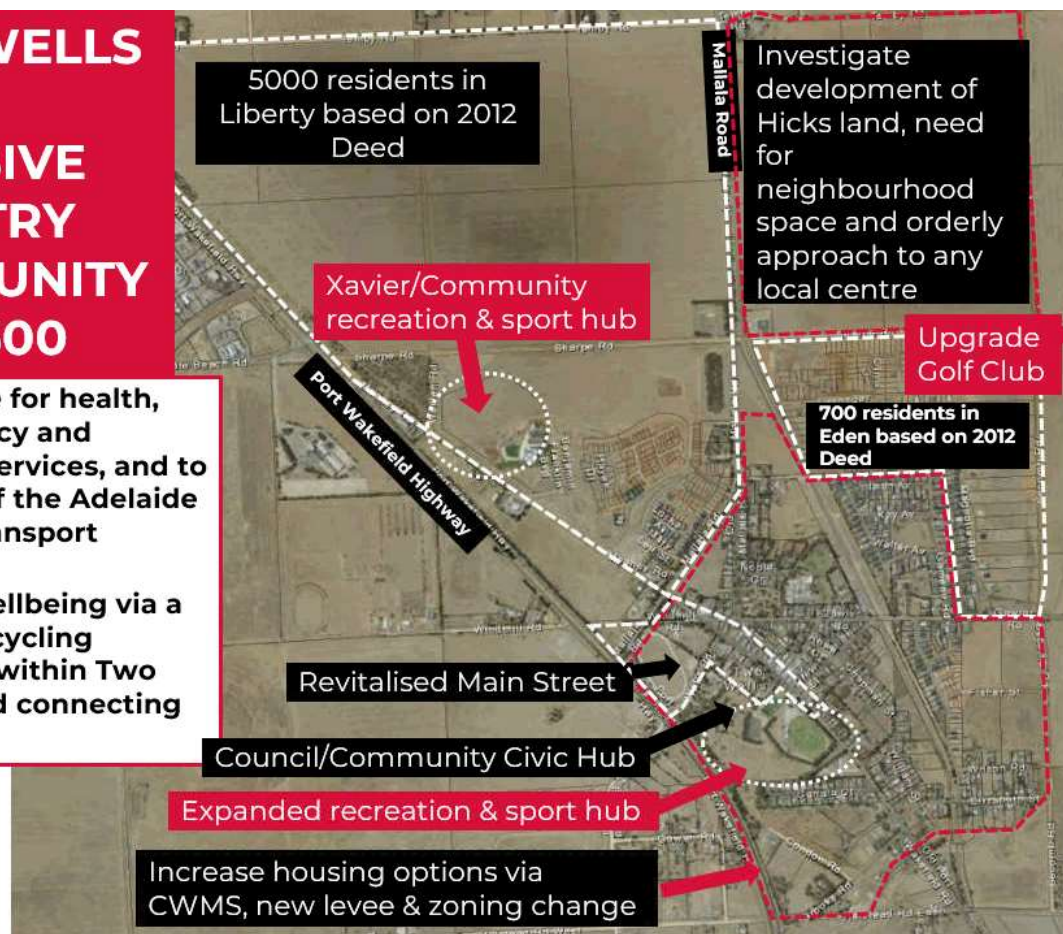


Image – Summary of Two Wells Actions to Support a Cohesive Community of 10,500



### What is Needed and When

This table summarises what is needed and when at Two Wells.

	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	
Population	3256	363 6	401 6	439 6	477 6	515 6	553 6	591 6	629 6	667 6	705 6	743 6	781 6	819 6	857 6	895 6	9336	971 6	10096	10476	10856	
Town Centre	Facilitate growth of Two Wells Main Street through development of contemporary retail offering																					
Community Civic Hub	Plan and deliver community civic hub																					
Xavier Recreation Precinct	Work with Xavier on vision, noting Deed requiring oval, soccer field, and two courts for netball/tennis and shared school/community use																					
Town Centre Recreation Precinct	Plan and create upgraded sport and recreation precinct adjacent the Town Centre. Consider need and business case for indoor recreation. Consider Crown Land and land adjacent Cemetery.																					
Local Northern Centre & Recreation Precinct	Noting potential 2,500 in Hicks, investigate and advocate for a local centre to provide convenience goods and services in the northern part of Two Wells. Consider colocation with recreation and sport uses, and a community/shared hall or space. Consider range of locations, including adjacent Mallala Road.																					
Increased Housing Choice		Rezone land inside levee. Consider options for large sites																				
Walking Cycling Network	Prepare Plan		start delivery			Update	continue delivery															
Public Transport incl interchange and EV's	Ongoing advocacy and planning																					
Town CWMS	Plan and install. Note this opens up housing choice																					
Hicks	Scope Hicks potential for 2,500 residents to inform a position in 2026 EFPA review.																					

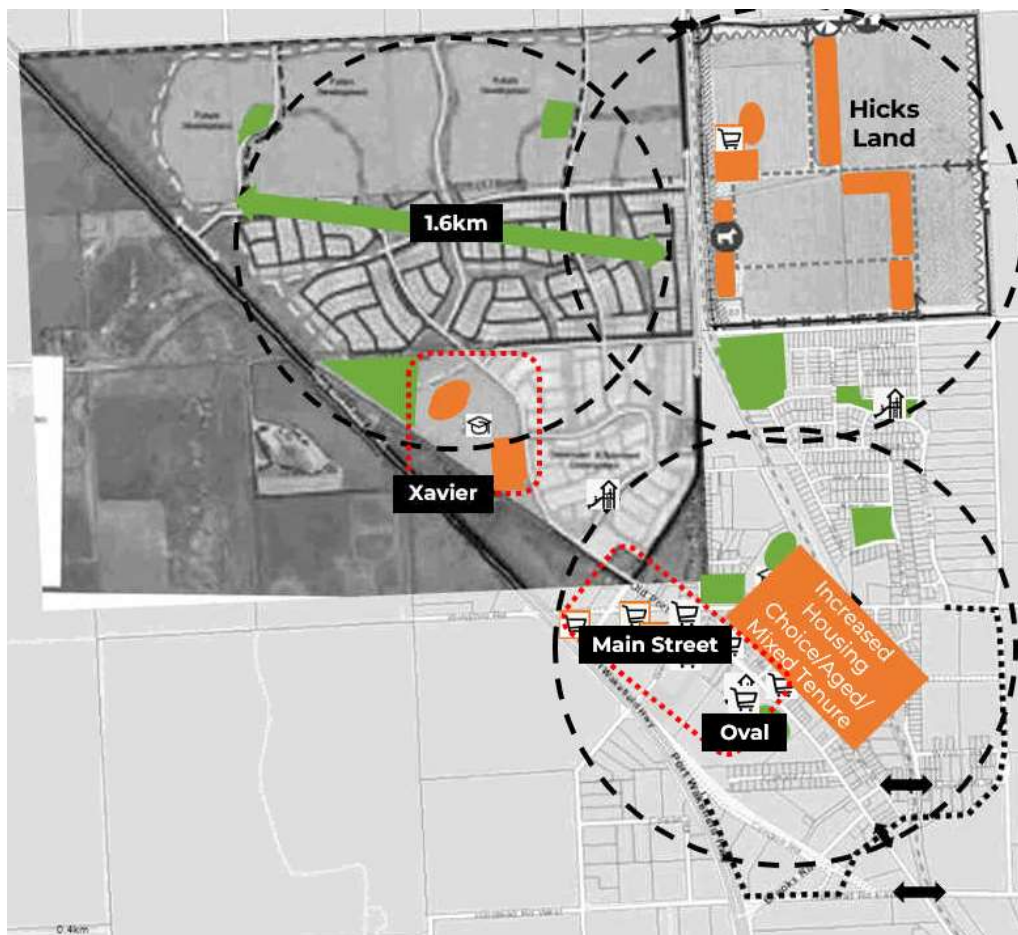
### One Scenario for Two Wells

Liberty is a significant expansion of Two Wells. Council supports further growth to the north east on what is referred to as the 'Hicks' land. This requires further investigation.

If Hick's goes ahead, challenges are around how this influences Two Wells overall.

There are a variety of scenarios. In the scenario on the map:

- The Main Street is revitalised via retail development, increasing housing choice and aged housing throughout the original township, and the Oval precinct regenerated,
- A Greater Xavier Recreation Precinct for school and community purposes is established
- The Hicks land is developed for housing with investigations considering the need for neighbourhood space, an orderly approach to any local centre, and benefits of collocation with sport and recreation. The Australian Rail Track Corporation advises grade separation needed to gain access across the train line. This needs further investigation.



## STRATEGIES AND ACTIONS

This part of the Growth Strategy and Action Plan forms the strategies and actions.

The strategies and actions are structured based on the Strategic Plan outcomes of Enviably Lifestyle, Emerging Economy, Remarkable Landscapes and Proactive Leadership.

Strategies are the strategies to be pursued to achieve the outcomes and Actions are how the strategies are to be achieved.

- Short term
- Medium term
- Ongoing informs operational activity



*Freedom Park at Liberty, Two Wells - Planning for infrastructure fosters liveability*

**Enviably Lifestyle***Strategic Plan 2021 - 2024*

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.

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

*What do We Know*

Adelaide Plains is part of Greater Adelaide and experiencing demand for urban growth. Much of this is already planned through the zoning established in the Planning and Design Code, reinforced by the Environment and Food Production Area (EFPA), at Two Wells, Mallala and Lewiston. Considering future urban growth, such as at Hicks Two Wells, and Leinad land at Dublin, needs to have regard to their local context, local needs, as well as their potential impact in the market. Established settlements along the coast and within agricultural areas are constrained for environmental and food production purposes. These will each need an approach based on the unique context of each. Noting decisions enabling planned growth at Two Wells and Mallala, Dublin and the surrounding areas in the north west of the Council area are a focus for more investigations.

Providing further housing choice is important, including affordable, aged, short term worker and for tourism. Having a planned approach to moving – be it freight, public transport, or being ‘active’ for health - is an important part of planning for growth.

The 2016 Open Space Study identified for the growth at Two Wells and noting lack of sport facilities in Lewiston, the potential need in total for three ovals, two cricket pitches, three soccer pitches, an eight tennis court facility, and four netball courts. An ideal option was soccer pitches overlaid by a further oval. Noting Xavier College intended oval and sports field, existing facilities at Two Wells Oval, lack of facilities in Lewiston, there is a need for a planned approach to recreation and sport infrastructure.

The 30 Year Plan envisages providing community facilities ‘in advance’. For Two Wells, this is reflected in the Hickinbotham/Council Deed envisaging facilities be provided neither significantly in advance nor significantly after when they are needed. Council’s civic, library and community facilities,

as well as the Golf Club need repurposing with a vision associated with planned growth. Ongoing advocacy for generally State provided facilities, be it SAPOL or educational, to service growth at Two Wells will be important.

#### *Enviably Lifestyle Strategies*

1. **Equitable and planned growth** acknowledging the distinct history, identify, needs and future of each of Adelaide Plains' towns and settlements.
2. **Foster liveable townships and settlements** through influencing planned urban development and working with development partners, infrastructure providers, government and local communities.
3. Build community capacity, health and connection through:
  - planning for timely provision of suitable infrastructure to enable an enviable lifestyle
  - community and stakeholder participation in town and settlement planning processes.
4. **Advocate for increased services and facilities** with respect to health, education, aged care, youth, and welfare and emergency services.
5. **Plan for future urban growth** including at Dublin and the Hicks land at Two Wells

#### *Enviably Lifestyle Action Plan*

	Actions	Next Steps
1.	<b>Land supply and demand</b> - Monitor to understand likely timing and nature of future land releases for urban growth. Consider level of infrastructure needed, and an orderly approach to land release. This is at Two Wells, Dublin and Lewiston, and also associated with the next review of the Environment and Food Production Area in 2026.  Key Liaison - State Planning Commission	Ongoing
2.	<b>Housing options</b> – monitor dwellings being provided to meet housing needs, including for ageing resident and seasonal workers. This includes at Two Wells consequent on CWMS enabling increased housing choice, and rezoning land inside the levee.  Key Liaison – SA Housing Authority	Ongoing

3.	<b>Art and Culture</b> – investigate and establish a strategy to foster throughout the Council area. In particular in town centres, open spaces and associated with the Kaurna and colonial history and culture across the Council area.	Investigate in Short to Medium Term
4.	<b>Council Service Hubs</b> - Provide suitable multi-use facilities for Council services that serves the Council area as a whole.	Investigate in Short to Medium Term
5.	<p><b>Mallala</b> - continue to support planned urban development – in particular but not exclusively the Gracewood development - and the necessary infrastructure to occur. Progress Mallala Oval Master Plan.</p> <p>LTFP 28 Feb 2022</p> <ul style="list-style-type: none"> <li>• Social and Community Infrastructure Plan \$100k 22/23</li> <li>• Open Space &amp; Recreation Strategy \$60k 22/23</li> <li>• Stage 1 Two Wells/Mallala Ovals Master Plan \$100k 22/23</li> </ul>	Investigate in Short to Medium Term
6.	<p><b>Lewiston</b> - identify a preferred future through investigating and engaging. Consider:</p> <ul style="list-style-type: none"> <li>- The aspired land use mix into the future, noting trends in agriculture, equine and living</li> <li>- Opportunities to enhance the gathering point at Hayman/Pederick</li> <li>- Options to improve connectivity – including walking, cycling and equine – to Two Wells, north, east and south</li> <li>- Flood risk</li> </ul>	Investigate in Short to Medium Term
7.	<p><b>Dublin</b> – scope future urban growth to the south and west, noting 2019 Council decision to support investigating Leinad land south of existing township. Consider near coastal tourism role, agriculture, proximity to established industries and Carslake Industrial Area, community and open space facilities, recreation and sport, water reuse and necessary infrastructure.</p> <p>LTFP 28 Feb 2022</p> <ul style="list-style-type: none"> <li>• Dublin Township Growth &amp; Tourism Master Plan \$50k 22/23</li> </ul>	Investigate in Short to Medium Term
8.	<b>Walking and Cycling</b> - Prepare walking and cycling plans as part of town/settlement plans. Take into account the ‘link and place’ approach, and improving amenity at transport stops	Investigate in Short to Medium Term

9.	<b>Design Quality</b> – establish measures addressing Council’s approach to design quality of public realm, open space, and recreation and sport facilities. Consider universal design, surface quality to be fit for purpose, wayfinding, lighting, meeting required standards, water sensitive urban design, and energy efficiency .	Ongoing
10.	<b>Settlement Plans</b> – progressively prepare integrated plans across living, business and tourism, and environment for the coastal and rural settlements. Work with local communities to support local facilities/services, including considering walking, cycling and recreation and sport. The intent is tailored plans for each settlement.	Ongoing
11.	<b>Two Wells Health, Emergency and Welfare Services</b> – advocate for a suitable range, including associated with growth.	Ongoing
12.	<p><b>Two Wells Recreation and Sport Needs</b> - understand needs (including scope of multi-use centre and existing oval precinct). Have regard to Xavier School oval, sporting field, and potential for shared use. Consider possible opportunities for recreational vehicle parks, the Hicks land and indoor sporting, noting a 50,000 population is typically needed for viability.</p> <p>LTFP 28 Feb 2022</p> <ul style="list-style-type: none"> <li>• Social and Community Infrastructure Plan \$100k 22/23</li> <li>• Open Space &amp; Recreation Strategy \$60k 22/23</li> <li>• Stage 1 Two Wells/Mallala Ovals Master Plan \$100k 22/23</li> </ul> <p>Key Liaison - Office of Recreation, Sport and Racing, City of Playford</p>	Investigate in Short Term
13.	<b>Two Wells Recreation and Sport Hubs</b> - following investigations and master planning, establish suitable community recreation and sport hubs. This may be an expanded Two Wells Oval Recreation and Sport Precinct, augmented offerings near/at Xavier, a northern precinct noting potential growth at Hicks, and a range of neighbourhood and local hubs. Ensure facilities include water and energy saving features, meet required standards, and are lit and of suitable surface quality to be fit for purpose.	Medium Term

14.	<b>Two Wells Community/Civic Hub</b> - investigate needs and contemporary Council multi-use options (business, community, cultural) to inform master planning for multi-use facilities. Consider existing facilities including community centre.  LTTP 28 Feb 2022 <ul style="list-style-type: none"> <li>• Social and Community Infrastructure Plan \$100k 22/23</li> </ul>	Ongoing
15.	<b>Two Wells CWMS</b> - for the original township, establish a CWMS following investigations and engagement. (study with LGA underway)	Investigate in Short Term
16.	<b>Liberty and Eden Estates</b> – partner with Hickinbotham Group based on the agreed Deed	Ongoing
17.	Two Wells Transport Options - advocate and plan for: <ul style="list-style-type: none"> <li>• Appropriate public transport provision, including investigating and planning for an interchange including with a park n ride facility.</li> <li>• Electric vehicle charging points</li> </ul> Key Liaison – Department of Infrastructure and Transport	Ongoing
18.	<b>Two Wells Housing Options</b> - Increase housing options through amending the Planning and Design Code associated with increased hazard protection arising from the levee and having a planned approach consequent on the original township CWMS. Consider options to support partnership development proposals for higher density and mixed use, as well as health, aged care and mixed tenure on large sites.	Investigate in Short Term
19.	<b>Two Wells Walking and Cycling</b> - Prepare walking and cycling plan. Take into account the 'link and place' approach, and improving amenity at transport stops (commenced)	Short Term
20.	<b>Two Wells Golf Club</b> – Noting services a regional market and majority of land owned by Council, work with the Golf Club to establish a vision and delivery plan. seek increasing water and energy saving in recreation and sport infrastructure Amend relevant Actions and Background Paper about recreation and sport facilities meeting required standards and being lit and of suitable surface quality to be fit for purpose	Ongoing



21.	<p><b>Two Wells Hicks land</b> – scope future urban growth, noting in principle support to investigate decision of Council in 2019. Consider housing mix, recreation and sport, water reuse, the train line and Mallala Road, and orderly connections with Two Wells.</p> <p>The potential urban development of the Hicks land immediately to the east of Liberty and separated by Mallala Road and the ARTC train line will need to involve the Hickinbotham Group, DIT and ARTC as key stakeholders amongst others.</p> <p>Continue with Growth Strategy action seeking the urban development of the Hick's land, noting this involves seeking lifting of the Environment and Food Production Area, rezoning, and suitable infrastructure agreements.</p>	Medium Term

## **Emerging Economy**

Strategic Plan 2021 - 2024

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.

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

### *What do We Know*

The Planning and Design Code contains the policy against which proposed development is assessed. After significant investigations, the Code was established in 2021. How well the Code enables or discourages appropriate development to grow the economy needs monitoring.

Tourism experiences are centred on key attractors, notably the Adelaide International Bird Sanctuary National Park – Winaityinaityi Pangkara and Mallala Motor Sport Park. Town centres play a key role for local businesses and economically.

Agriculture is changing, with greater value adding on farm and in commercial operations. Horticultural and agribusiness growth is supported in the southern part of Adelaide Plains around Two Wells, noting current water challenges.

### *Emerging Economy Strategies*

1. Foster envisaged business, visitor, and living growth through:
  - a. Targeted reviews to ensure policy and regulatory arrangements – including the SA planning system – are current. This includes around agriculture, renewables, town centres, and tourism.
  - b. Advocating and planning for needed infrastructure

2. **Pursue a vision of value-added agricultural businesses** providing localised employment around liveable towns and settlements. This includes a vision of including horticulture and animal husbandry south of the Light River around a growing Two Wells township and through Lewiston
3. **Foster established town centres**, principally at Two Wells Main Street, Mallala Town Centre and centre functions at Dublin.

*Emerging Economy Action Plan*

	Actions	Timing
1.	<p><b>Development Trends</b> - monitor agricultural, horticultural, value adding, retail and tourism development trends in order to test the currency of the Planning and Design Code – including land supply/allotment sizes/EFPA - to support appropriate economic development of Adelaide Plains.</p> <p>This includes:</p> <ul style="list-style-type: none"> <li>• Agricultural and food-based business clustering, precincts and estates near townships</li> <li>• Hubs around infrastructure</li> <li>• Adventure and tourism based, such as motorsport, equestrian, gun clubs, shorebirds and coastal.</li> </ul>	Ongoing
2.	<b>Water</b> - advocate for suitable pricing for the NAIS water (underway)	Investigate in Short to Medium Term
3.	<b>Renewable Energy</b> – investigate and foster take up, including associated with primary production	Ongoing
4.	<p><b>Transport</b> – plan and advocate for integrated transport planning to service living and business, including connecting with Ports in Adelaide, interstate, air based, and for a suitable range of community and public transport. Consider all the modes including passenger and business vehicles, trains and buses, walking, cycling and equine.</p> <p>Amend Transport Action to reflect intent to plan for road/trail networks including for physical activity.</p> <p>Key Liaison – Department of Infrastructure and Transport.</p>	Ongoing
5.	<b>Employment Land Plan</b> – adopt a coordinated approach to establishing employment precincts, such as Carslake Road, with appeal and necessary infrastructure	Investigate in Short to Medium Term

6.	<p><b>Two Wells Main Street</b>—reinforce the primary role of the Two Wells mainstreet.</p> <p>This includes:</p> <ul style="list-style-type: none"><li>• Upgrade the main street public realm</li><li>• Progress the 8HA Crown land development for a mix of commercial, retail and community facilities.</li><li>• Support the development of large undeveloped sites near the main street for increased housing choice, aged housing, short term workers accommodation, and for visitor accommodation (including recreational vehicle parks).</li><li>• Planning for a variety of movement modes, including walking, cycling, business needs, buses, recreational vehicles, and visitors.</li></ul>	Investigate in Short to Medium Term
7.	<p>Northern Two Wells - Investigate need for neighbourhood space and orderly approach to any retail in the northern part of Two Wells, in particular as part of investigations for the Hicks land. Any retail cannot be of a size to threaten the primary function of the Two Wells Main Street.</p> <p><b>Two Wells Northern Centre</b> – investigate and advocate for an orderly approach to centre planning in the northern part of Two Wells.</p>	Investigate in Short Term

**Remarkable Landscapes**

Strategic Plan 2021 - 2024

Advocate for Government investment in the Gawler and Light River Catchments and coastal townships, 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.

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

*What do We Know*

Adelaide Plains has distinct rural and coastal landscapes, with the Adelaide International Bird Sanctuary dominating the coast. More work is needed to enable visitors and residents to fully experience these in suitable ways.

Suitable policy and supportive measures for built heritage are being progressed, with a review of the 1983 heritage survey commencing in 2021.

Whilst much work has been completed around greening, habitat and waste, more work to maximise benefits from these areas is needed.

Planning and Land Use Services (state government) are undertaking investigations and Amendments to the Planning and Design Code with respect to the hazard of fire and flood risk associated with Gawler and Light Rivers. These are SA wide investigations. Ongoing investigations are underway with respect to managing flood risk by the Gawler River Flood Management Authority. With grant funding, at Two Wells, Council is installing a levee to the east and south of town to reduce the hazard impact associated with Gawler River. Regarding coastal inundation, past studies are informing contemporary Community Emergency Management Plans for each settlement. Past studies identify particular hazards at Middle Beach. Better planning for risk improves investment potential.

*Remarkable Landscape Strategies*

1. **Conserve rural and coastal landscapes and vegetation** of biodiversity against the pressures of projected population growth.
2. Increase visitor and resident experiences through leveraging coastal and rural landscapes and vegetation augmented by private and public investment.
3. **Advocate for recreation opportunities** associated with Gawler and Light Rivers, and the coast.
4. **Protect and support heritage** properties assessed as being of value.
5. **Reduce the waste and energy** footprint of new development.
6. **Manage impact of fire, flood and inundation risk** through having contemporary development guidelines based on professional investigations.

*Remarkable Landscape Action Plan*

	Actions	Timing
1.	<b>Visitor and Resident Experiences</b> - pursue opportunities to establish private and public infrastructure to enable visitor and resident experiences, such as: <ul style="list-style-type: none"> <li>- Trails strategy for walking, cycling and equine</li> <li>- Associated with the Adelaide International Bird Sanctuary and coastal settlements, as well as the Gawler and Light Rivers.</li> <li>- Associated with landscaped based recreation, including walking, cycling, equine, and adventure based.</li> <li>- Visitor accommodation options</li> <li>- Cohesive visual approach to entrances and other physical features of towns</li> <li>- Supportive SA Planning system.</li> </ul>	Ongoing
2.	<b>Heritage Conservation</b> - In consultation with owners, progress heritage designation of buildings assessed as being of heritage value (Stage 1).	Investigate in Short Term
3.	<b>Heritage Conservation</b> - Undertake further assessments of heritage value, building on the updating of heritage survey in 2021  LTFP 28 Feb 2022	Investigate in Medium Term

	<ul style="list-style-type: none"> <li>Heritage Survey Part 2 \$27k 22/23</li> </ul>	
4.	<b>Heritage Support</b> - Establish heritage advisory service and incentives scheme.	Ongoing
5.	<b>Greening and Canopy</b> – investigate options, including: <ul style="list-style-type: none"> <li>townships as built features increase, in particular:               <ul style="list-style-type: none"> <li>open space areas to increase amenity value for residents</li> <li>walking and cycling routes</li> </ul> </li> <li>infrastructure</li> <li>major developments</li> <li>public and private land in rural areas.</li> </ul>	Ongoing
6.	<b>Habitat restoration</b> – investigate opportunities for large scale habitat restoration.	Ongoing
7.	<b>Waste</b> – investigate options to reduce waste associated with new development. This includes fostering the circular economy.	Investigate in Short to Medium Term
8.	<b>Carbon Footprint</b> – investigate options to reduce carbon footprint associated with new development.	Investigate in Short to Medium Term
9.	<b>Fire Risk</b> – Participate in the investigations and Code Amendment underway by Planning and Land Use Services and CFS (SA Government) to better guide development. Better planning for fire risk improves investment potential.	Investigate in Short Term
10.	<b>Gawler and Light River Flood Risk</b> - Participate in the investigations and Code Amendment underway by Planning and Land Use Services (SA Government) to better guide development. Seek least impact on agricultural productivity associated with flood mitigation.	Investigate in Short Term
11.	<b>Coastal Inundation Risk</b> – update Community Emergency Management Plans for each coastal settlement coordinated with asset planning. Noting the particular hazard profile at Middle Beach, consider the best long term approach for Middle Beach. Better planning for inundation risk improves investment potential, including for tourism based purposes.	Investigate in Short to Medium Term

**Proactive Leadership**

## Strategic Plan 2021 - 2024

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.

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

*What do We Know*

As a service and infrastructure organisation, Council needs a coordinated approach to managing and facilitating growth that leads to liveable and economic towns, settlements and districts. A strategy for growth informs operational and service decisions, including how Council works with local business and residents, local groups, other spheres of government, other councils, infrastructure providers, and the development sector.

## Funding Opportunities

- Council Long Term Financial Plan
- Private Funding – Developer Contributions
- State and Commonwealth Government Funding, including:
  - Planning and Development Fund

The level of success in achieving the GSAP depends upon cooperation between the public and private sectors, in particular:

(a) Adelaide Plains Council:



(ii) Promote the GSAP to all levels of government, private sector partners and the South Australian community, creating the necessary impetus to generate positive change.

(iii) Provide a framework for influencing the SA Planning System, including amending the Planning and Design Code, to support the GSAP.

(iv) Updating the GSAP to ensure it remains relevant.

(i) Continue its holistic, whole-of-government, approach to decisions to ensure that support the GSAP, including integrating with all Council's strategic documents including:

- Long term financial plan
- Tourism and Economic Development Strategy
- Recreation and Open Space Strategies
- Asset Management Plans
- Social and Community Service Plans
- Environmental Plans
- Other plans.

(b) State Government:

(i) Improve strategic transport links with metropolitan Adelaide aligning with the GSAP.

(ii) Support public service provision and incorporation of GSAP policies into the 30 Year Plan for Greater Adelaide, and where relevant, the Planning and Design Code.

(c) Infrastructure/utilities providers, to deliver, in a timely, coordinated and efficient manner, all transport, water, gas, electricity, information and communication technology, health and community services infrastructure required to support the GSAP.

(d) Land owners and developers:

(i) Participate in planning that supports the GSAP.

(ii) Enter into agreements with Council and State Government to fund infrastructure to support the GSAP.

(iii) Work with Council to establish and promote a consistent and recognisable Adelaide Plains offering for marketing and promotion of major developments.

(iv) Provide affordable and diverse housing.

(e) Australian Government to support policies and initiatives – including grant funding – that aligns with the GSAP.

The impact of above actions not being undertaken will need to be considered and the GSAP reviewed as necessary.

#### *Proactive Leadership Strategies*

1. **Partner with the State Planning Commission** and other Australian, State and local government entities to pursue liveable growth outcomes
2. **Maintain working relationships** with economic, living and environmental groups of Adelaide Plains
3. **Share information and engage** with the Adelaide Plains community to influence liveable growth.
4. **Ensure the SA Planning System is aligned with Council's outcomes** and up to date for trends impacting Adelaide Plains. This includes the Planning and Design Code
5. **Provide excellent customer service** for people looking to invest and undertake development.

#### *Proactive Leadership Action Plan*

	Actions	Timing
1.	Maintain formal and informal links with the <b>State Planning Commission</b> and Planning and Land Use Services	Ongoing
2.	<b>Maintain collaborative relationships with local economic, living and environmental groups</b> in progressing the actions. Work together based on values of integrity, respect, professionalism, innovation and open mindedness.	Ongoing
3.	Foster the <b>Adelaide Plains Business Advisory Group</b> in shaping and supporting delivery of the Tourism and Economic Development Strategy and relevant growth strategies and actions.	Ongoing

4.	<b>Make information available and establish a planned approach to engagement about</b> projects arising from the GSAP. This includes having a planned approach to community and stakeholder information and engagement for each project.	Ongoing
5.	<b>Reference the GSAP in Council long term planning</b> , including the Long-Term Financial Plan and Asset Planning, and in applications for grant funding	Ongoing

# GROWTH BACKGROUND PAPER



May 2023

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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.

Version	Comment
May 2023	Adopted 24 April 2023
April 2023	Refined following consultation
July 2022	Consultation ABS 2021 data available added.
July 2022	Consultation
August 2021	Council 23 August 2021

**Purpose**

The purpose of this paper is to summarise opportunities and constraints relating to the growth of Adelaide Plains.

The paper will inform staff, Councillors, other spheres of government, infrastructure entities, and local residents and businesses of issues to consider as urban growth continues.

**This Paper informs the Growth Strategy and Action Plan.**

**About Growth**

This background paper is focussed on urban growth (what can be called 'planned urban growth') that is both occurring, and will occur, in Adelaide Plains.

The key component of urban growth to date is residential growth at Two Wells. The background paper begins 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.

**About 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.

**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, particularly 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 National Park – Winaityinaityi Pangkara 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 facilities such as Xavier College.
7. 2021 ABS indicates growth in a younger population at Two Wells.
8. Two Wells is forecast to grow to around 10,500 in 2041. This is 5.8% per annum from 2016. By comparison, Mount Barker is 4.25% per annum. The numbers in the 2012 Two Wells Amendment were indicative and dependent on land development layouts, school and open space provision. Given the current and proposed development pattern, it is considered unlikely that Liberty would reach in excess of 3000 allotments. The Hickinbotham Group have progressed Eden, with the 265 lots mostly developed. Liberty envisages some 1,900 lots, noting the zoning allows upto around 3,000 lots.
9. Planned urban growth is yet to be taken up at Mallala.
10. Adelaide Plains population is likely to grow from 9,655 in 2021 to 18 - 19,000 by 2041 (20 years)

**Options for Future Planned Urban Growth**

11. Council decisions of 2019 support investigations for further planned urban growth at Two Wells (Hicks Land) and Dublin.

**Council's Role in Growth**

12. 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, and in managing hazards.
13. A strategic growth perspective informs Council's operational and service decisions
14. A strategic growth perspective informs the role of State and Australian governments, and development, infrastructure and community partners.



**Ongoing Investigations and Planning Is Needed**

15. 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
16. 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?
17. 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.

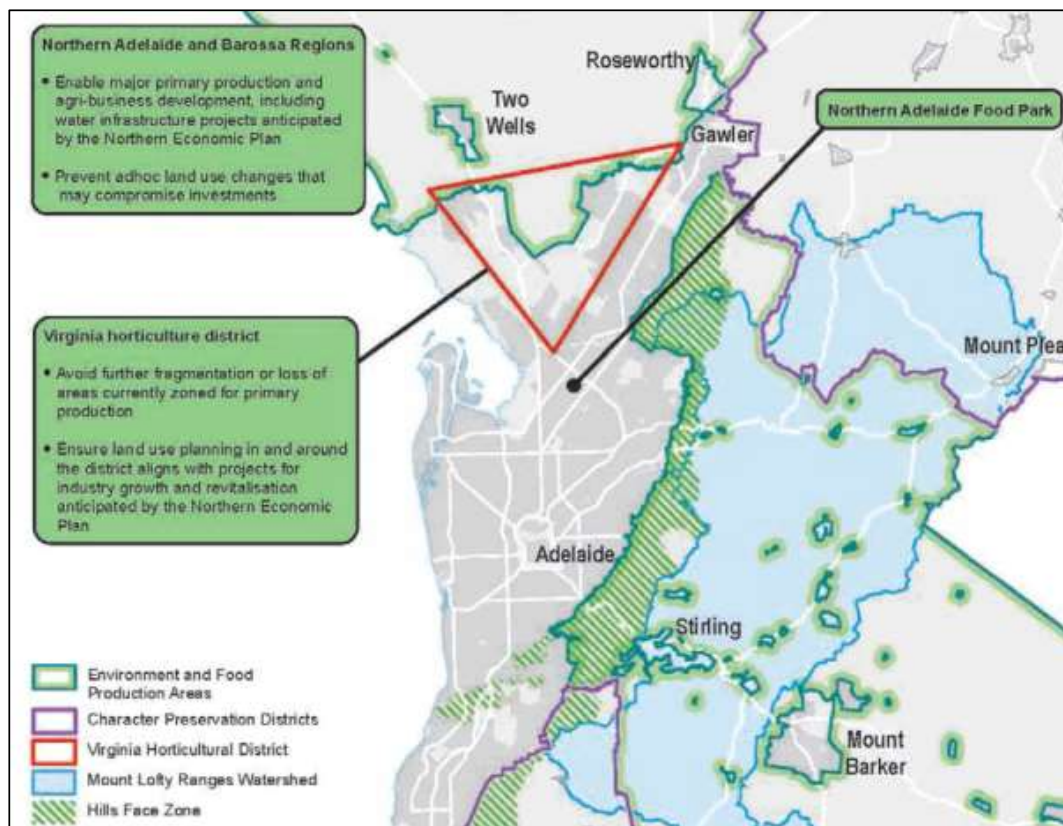
### 30 Year Plan for Greater Adelaide

#### *Liveable Growth*

The 30 Year Plan for Greater Adelaide<sup>1</sup> plans a region that is liveable, economically competitive, sustainable and responsive to climate change.

The Plans policies have been analysed for relevancy for Adelaide Plains (**Attachment A**).

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.

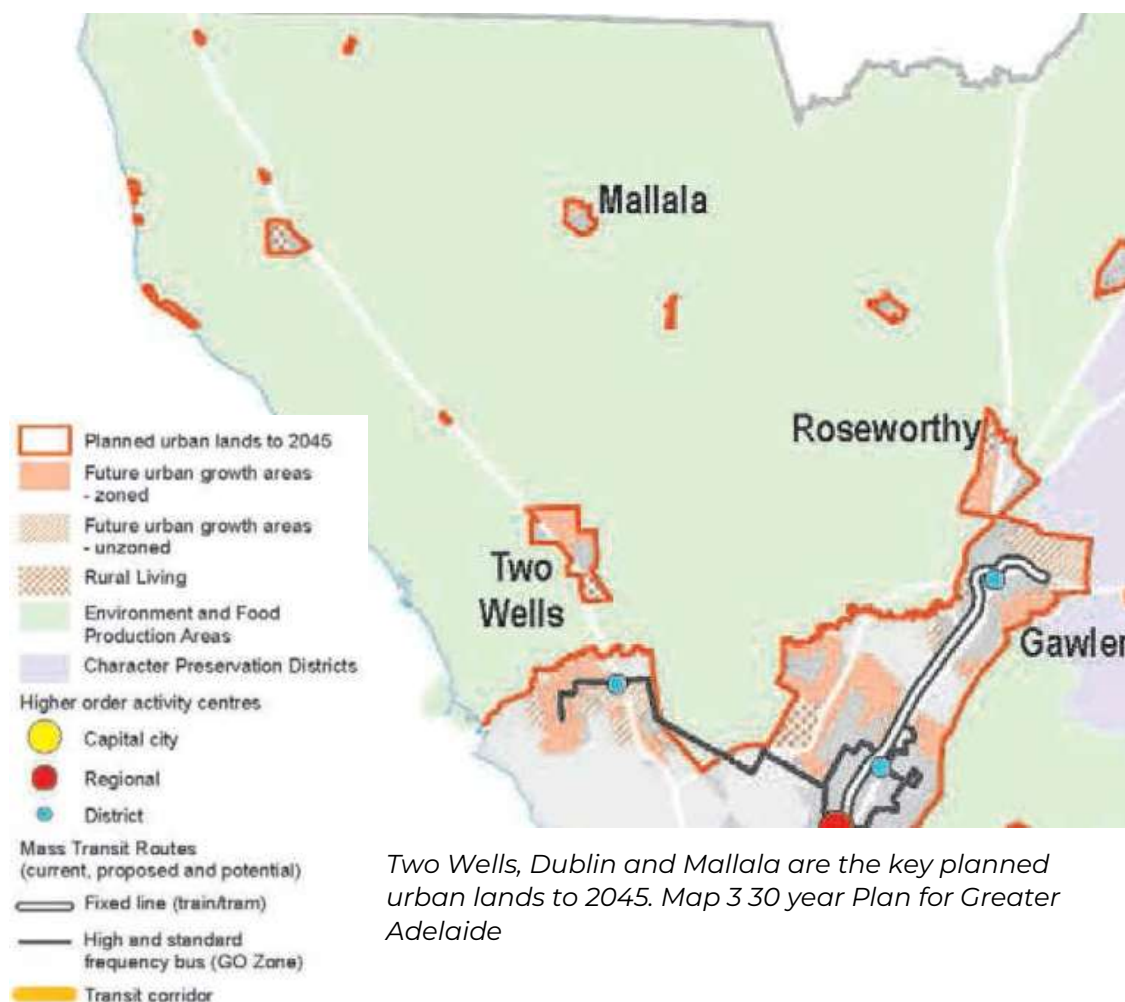


Two Wells/Lewiston is part of the Environment and Food Production Area and the Virginia Horticulture District. Map 3 30 year Plan for Greater Adelaide

<sup>1</sup> [livingadelaide.sa.gov.au/](http://livingadelaide.sa.gov.au/)

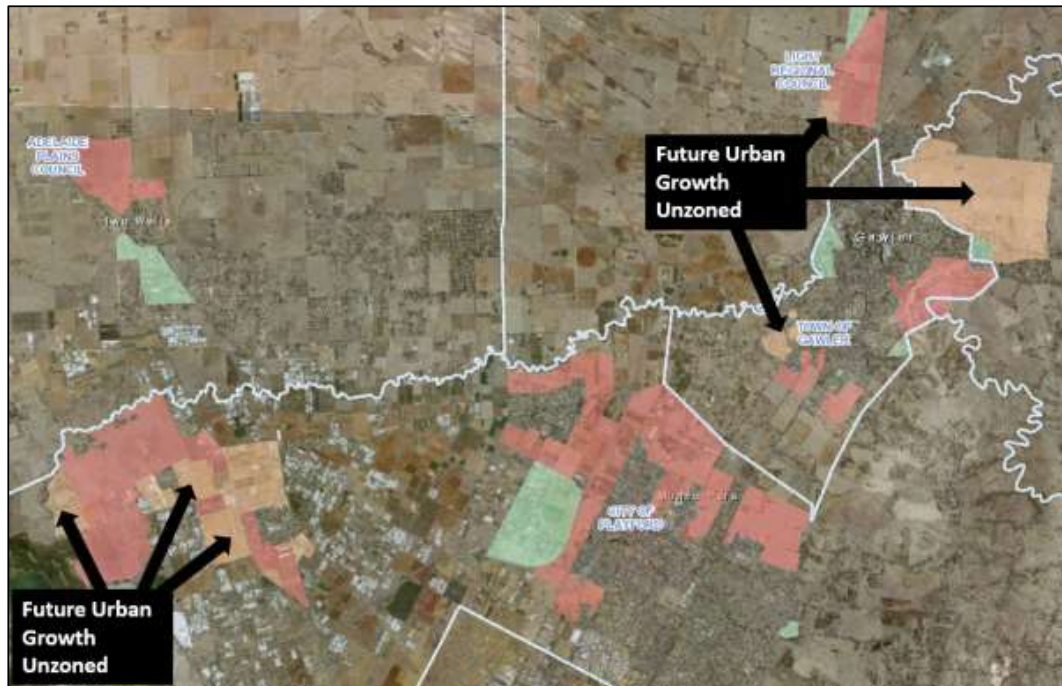
### *Planned Urban Growth*

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*

The northern edge of Adelaide is planned for significant fringe growth, including within Two Wells.

The goals and policies of the 30 Year Plan for Greater Adelaide – being updated over 2022 and 2023 -influence how growth is to occur in order to achieve towns and communities that are liveable, sustainable and competitive.

### 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
2022	Tourism and Economic Development Strategy  Long Term Financial Plan	Equine Sector	Two Wells Traffic
2021	Planning and Design Code introduced	APC Office Accommodation (underway)  Public Health Regional 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  Two Wells Mainstreet Master Plan
2019	Hicks Two Wells/Leinad Dublin Rezoning Requests		Webb Beach Community Emergency Management Plan
2018	Food Bowl Development Plan Amendment	Residents Survey	
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
2015	NAIS Market Proving (Arris)  Broadacre Farming	Lewiston Community Focal Points	

Investigations Undertaken Influencing Adelaide Plains			
	Economic Focus	Social Focus	Environmental Focus
	(Dublin township expansion - Minister declined to support)  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  Two Wells Traffic Study
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

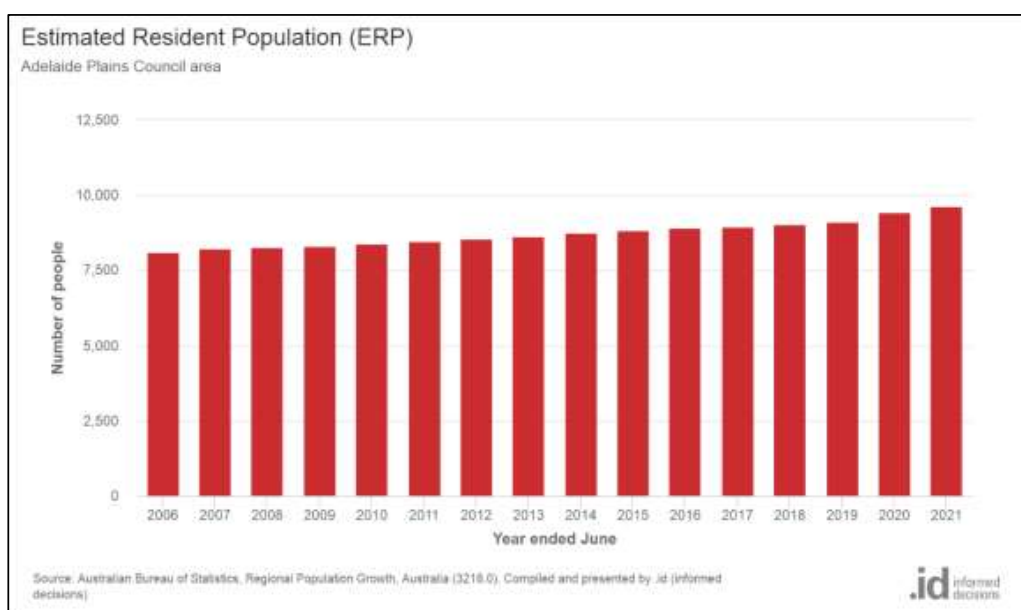
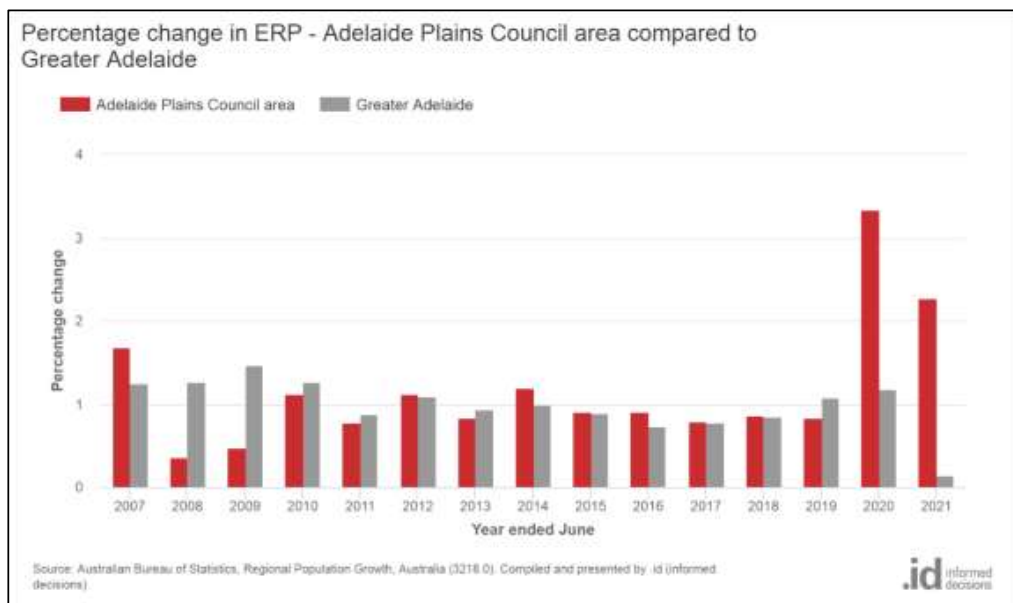
## Population and Development Trends

### Residents

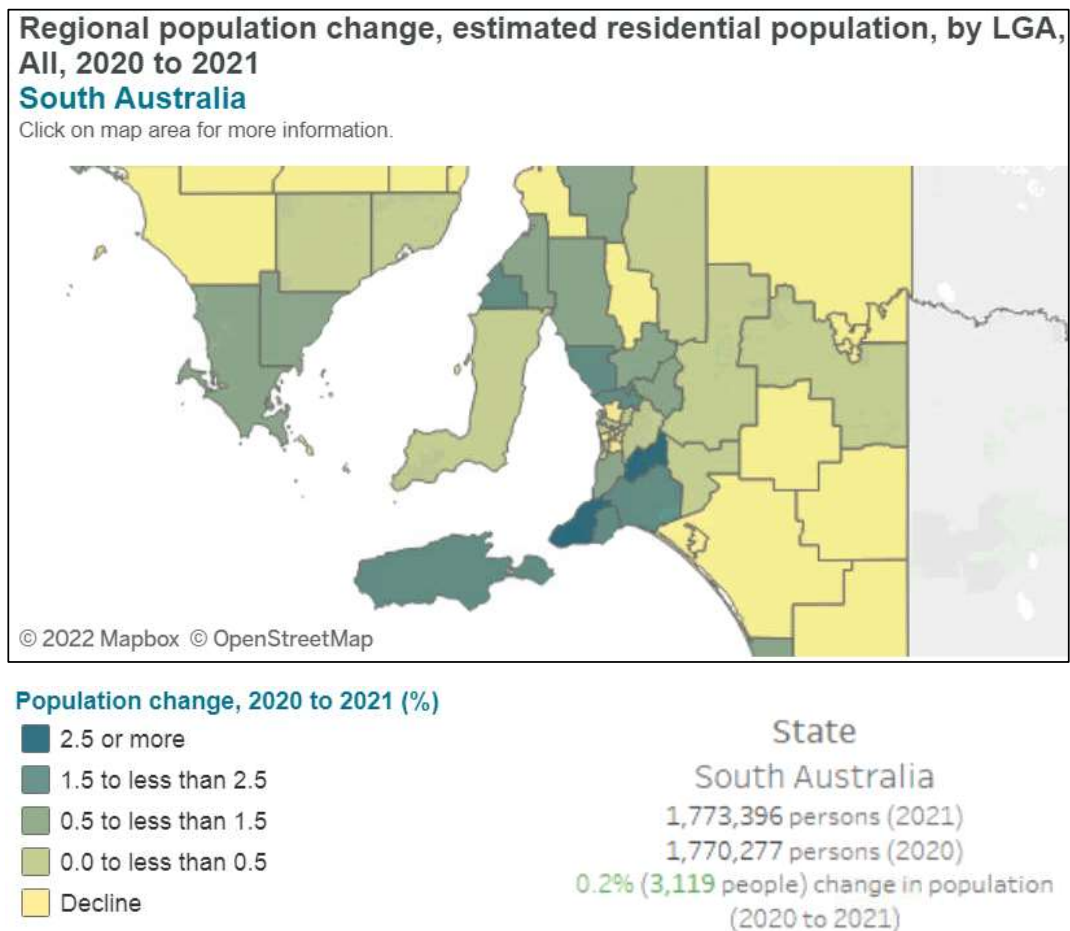
Council's residential population has grown steadily from around 8,100 in 2006 to an estimated 9,655 in 2021. When compared to Greater Adelaide, Adelaide Plain's rate of residential growth has mirrored Greater Adelaide's small increases, aside from being slightly greater in 2007 and 2014.

2020 saw a 3.3% rate of growth, and 2021, 2.3% in Adelaide Plains.

Both are markedly greater than Greater Adelaide's 1.2% in 2020 and 0.14% in 2021.







Adelaide Plains experienced 2.5% Population Change from 2019 to 2020, and 2.3% from 2020 to 2021

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



### Residential Building Approvals

Since 2001, house approvals within Adelaide Plains have been around 50 – 70 each year.

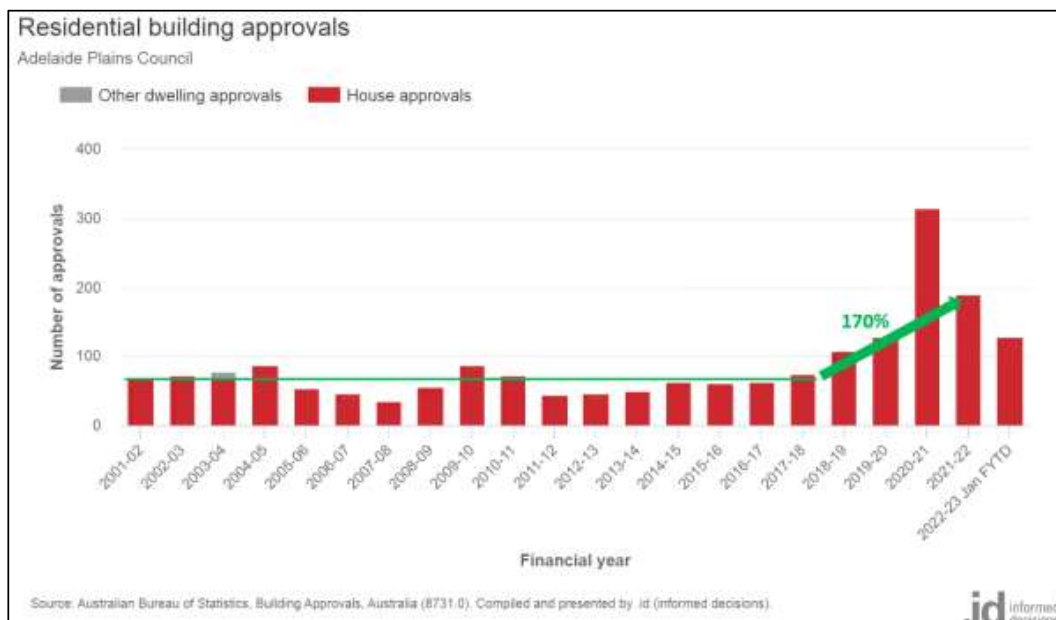
House approvals rose to 129 in 2019-20, 314 in 2020-21 and 189 in 2021-22.

If house approvals continue at around 189 per year, this is around 170% more than the average of 70 per year that was characteristic until around 2018.

Factors stimulating this rate include serviced and available greenfield land, government stimulus such as first home buyer and home builder, 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.



	17-18	18-19	19-20	20-21	21-22
Adelaide Plains	75	108	129 84% greater than 70 dwellings/annum typical 2001 - 2018	314 350% greater than 70 dwellings/annum typical 2001 - 2018	189
Light	66	73	98	163	122
Playford	819	940	1234	1495	1592

Dwelling Approvals Adelaide Plains Compared to Neighbouring Regions<sup>3</sup>

<sup>3</sup> [plan.sa.gov.au/state\\_snapshot/land\\_and\\_housing](http://plan.sa.gov.au/state_snapshot/land_and_housing) accessed 21 April 2021

### Value of Approvals

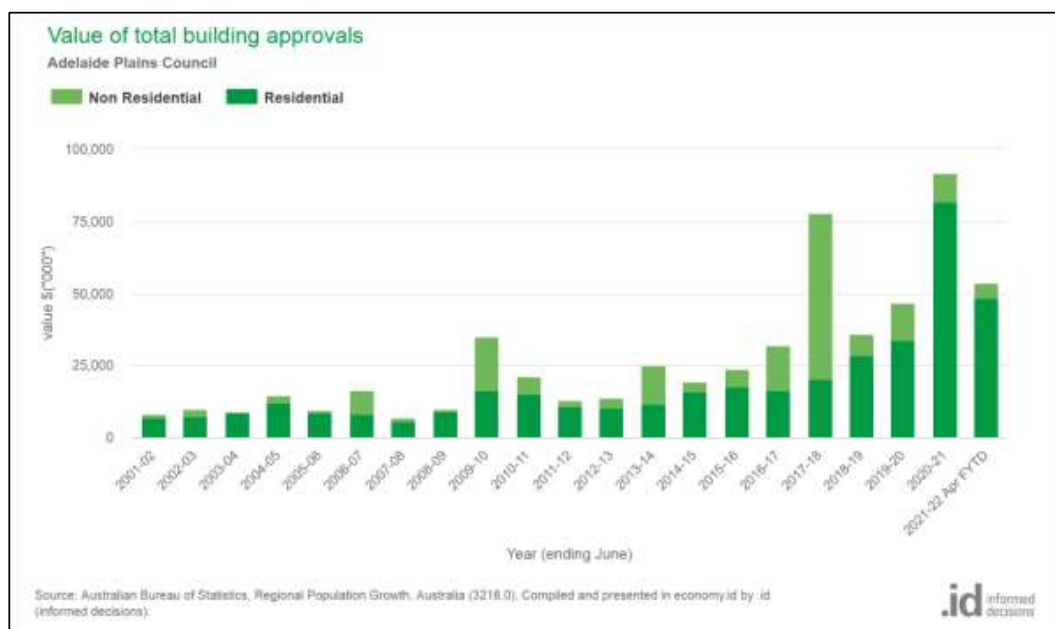
Value has typically been between \$10M and \$25M per annum. From 2016-17, value began to increase to around \$30M.

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 \$92M in May 2021 is likely attributable to the larger numbers of house approvals.

Since the Foodbowl Development Plan Amendment of 2018, around \$9M/annum larger scale agribusiness development has occurred.

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.

Main sectors of employment for residents of Adelaide Plains are:

- Agriculture, Forestry and Fishing
- Manufacturing
- Construction
- Retail Trade
- Transport, Postal and Warehousing
- Health Care and Social Assistance.

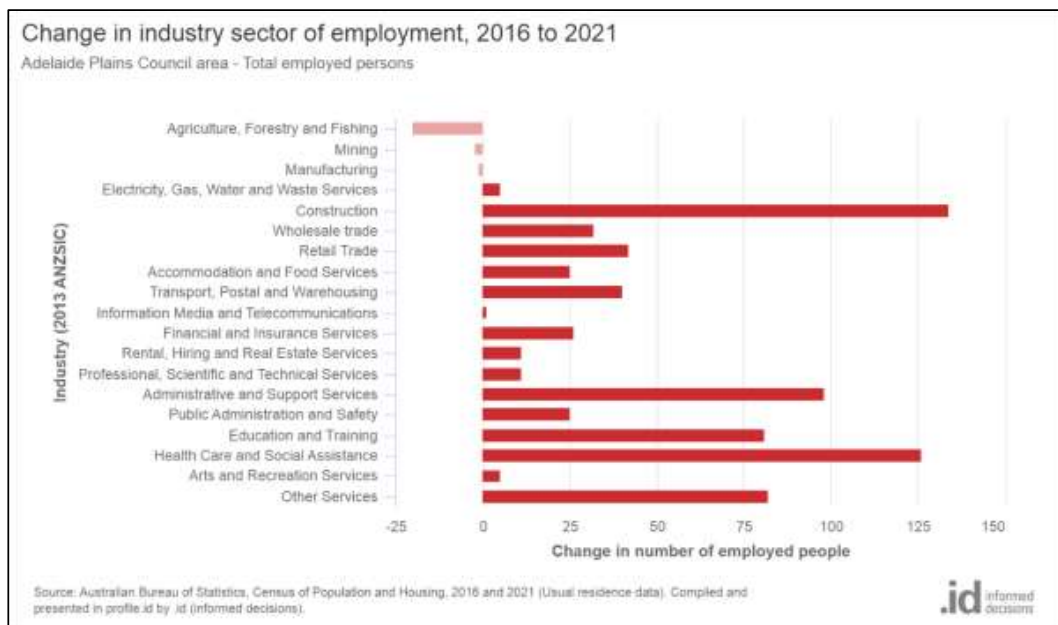
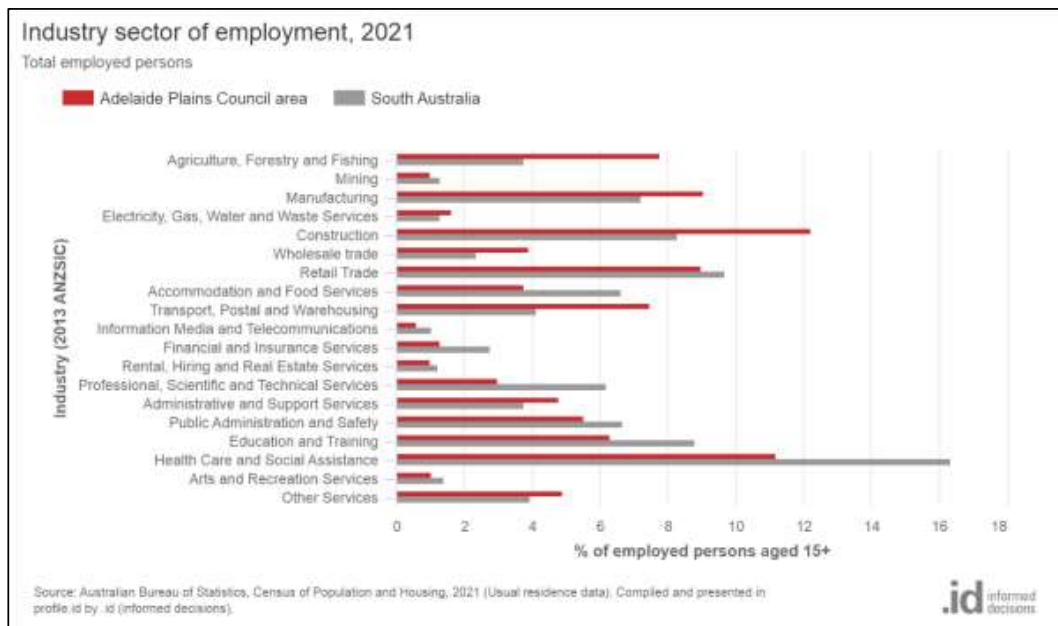
From 2016 to 2021, changes in industry sectors of employment have been pronounced in:

- Construction
- Administrative and Support Services
- Education and Training
- Health Care and Social Assistance
- Other Services.

As a % of SA jobs, Adelaide Plains local jobs have increased from 0.19% in 2006 to 0.35% in 2021. More residents are working in construction, administration, education, health care and other services.

Local jobs					
Adelaide Plains Council			South Australia		
Year (ending June 30)	Number	%change	Number	%change	Adelaide Plains Council as a % of South Australia
2021	2,987	+7.74	854,282	+0.89	0.35
2020	2,756	+4.34	846,660	-0.07	0.33
2019	2,636	+19.45	847,230	+1.33	0.31
2018	2,124	+6.72	835,928	+2.13	0.25
2017	1,981	-6.11	818,141	+1.34	0.24
2016	2,102	--	807,208	--	0.26
2011	1,708	--	804,301	--	0.21
2006	1,395	--	742,876	--	0.19

Source: Australian Bureau of Statistics. Australian National Accounts: National Income, Expenditure and Product, catalogue number 5206.0, and the National Institute of Economic and Industry Research (NIEIR) ©2019. Compiled and presented in economy.id by .id (informed decisions)  
Please refer to specific data notes for more information



### Current and Emerging Community Profile

In 2021, Adelaide Plains Council area had higher proportion of children (under 18) and a lower proportion of persons aged 60 or older than Greater Adelaide.

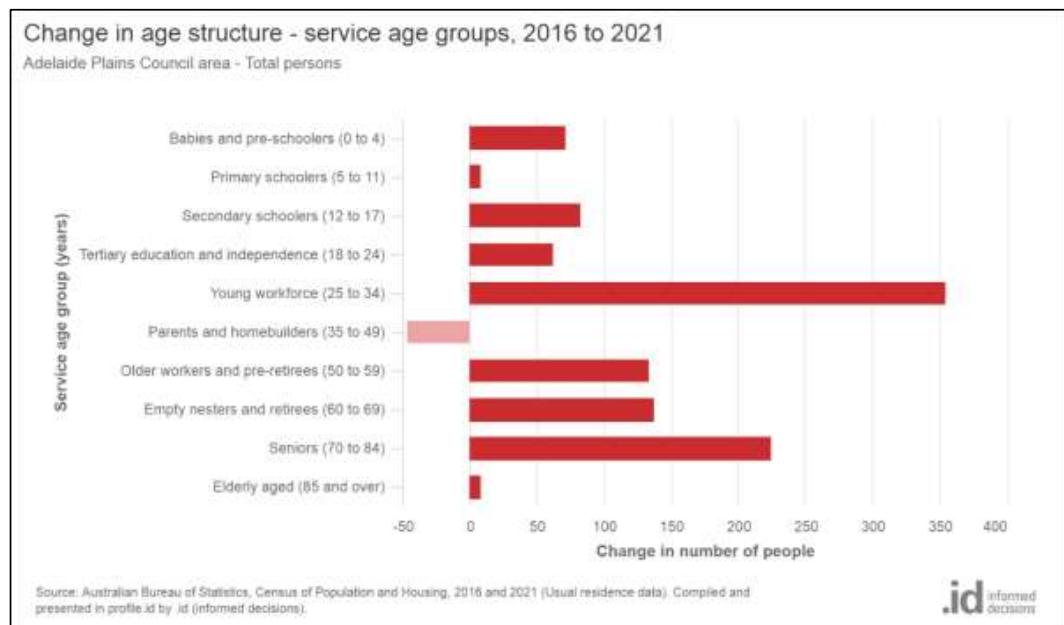
In 2021, the largest age group was 55 to 59 year olds. The group that changed the most since 2016 was 25 to 34 year-olds, increasing by 355 people.

The largest changes in age structure between 2016 and 2021 were in the age groups:

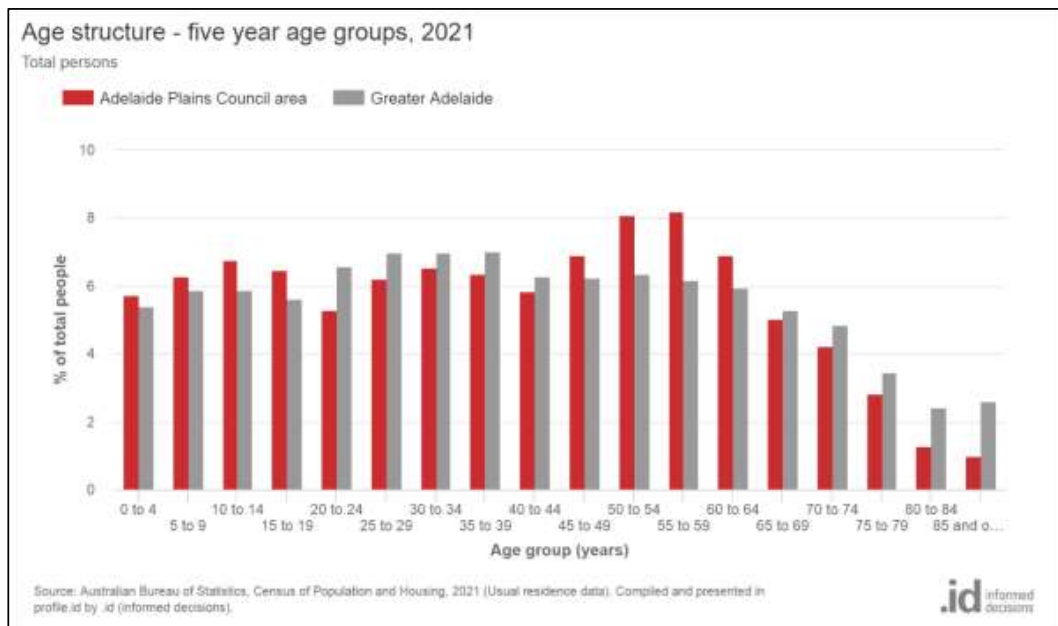
- 25 to 34 (+355 persons)
- 70 to 84 (+225 persons)

The major differences between Adelaide Plains and Greater Adelaide were:

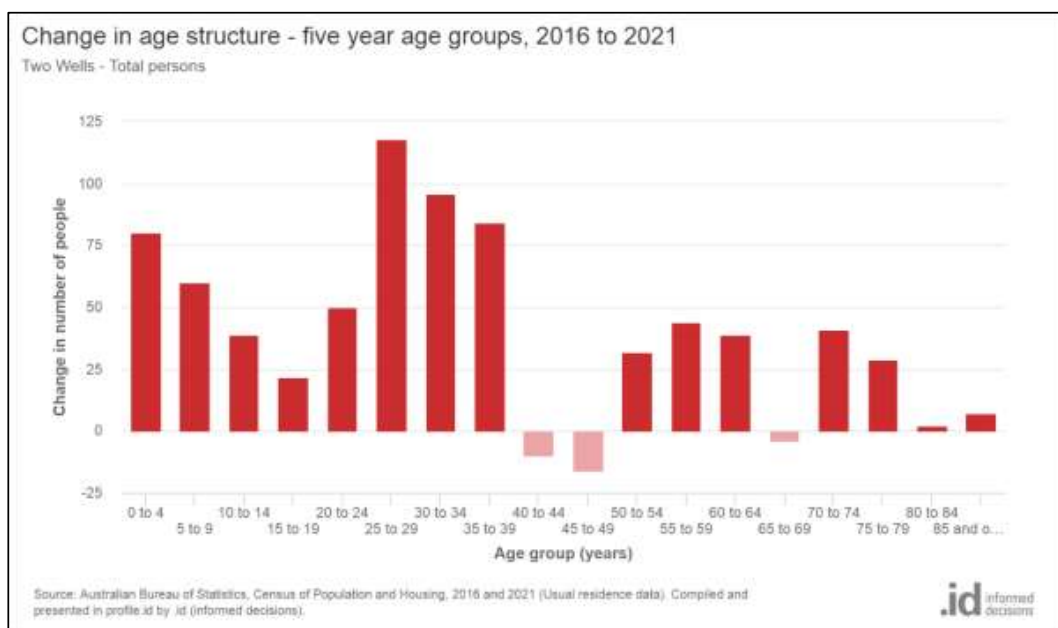
- A larger percentage of 'Older workers & pre-retirees' (16.3% compared to 12.6%)
- A larger percentage of 'Secondary schoolers' (8.3% compared to 6.9%)
- A smaller percentage of 'Seniors' (8.4% compared to 10.7%)
- A smaller percentage of 'Frail aged' (1.0% compared to 2.6%)



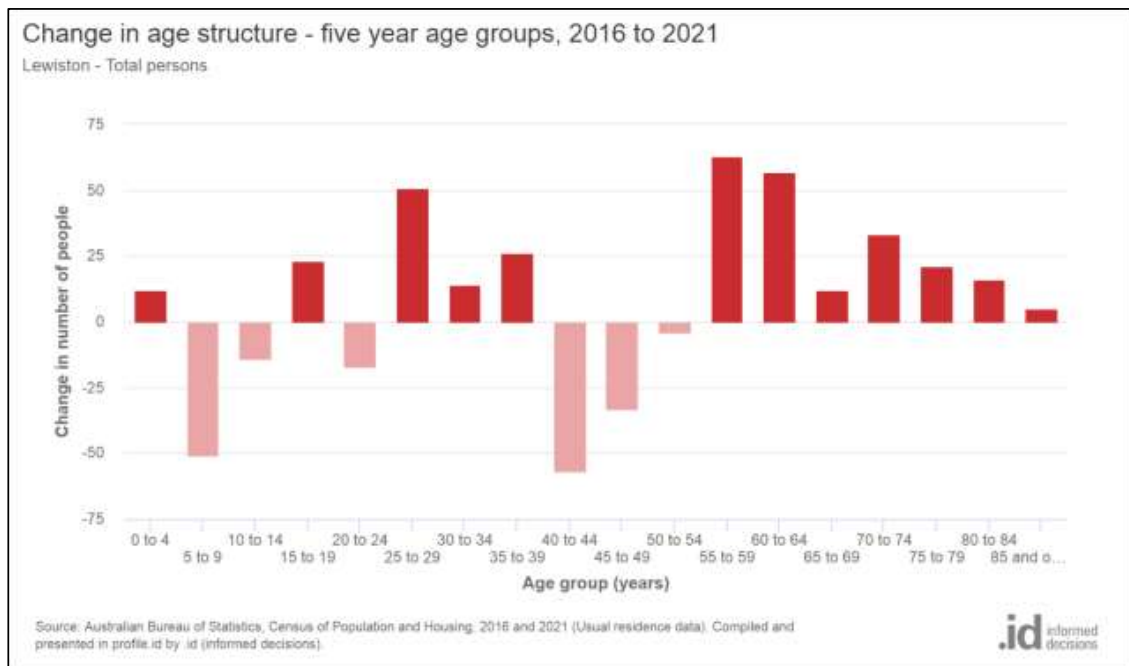
*Adelaide Plains experienced growth in younger and family rearing ages as well as what can be called empty nesters (2016-2021)*



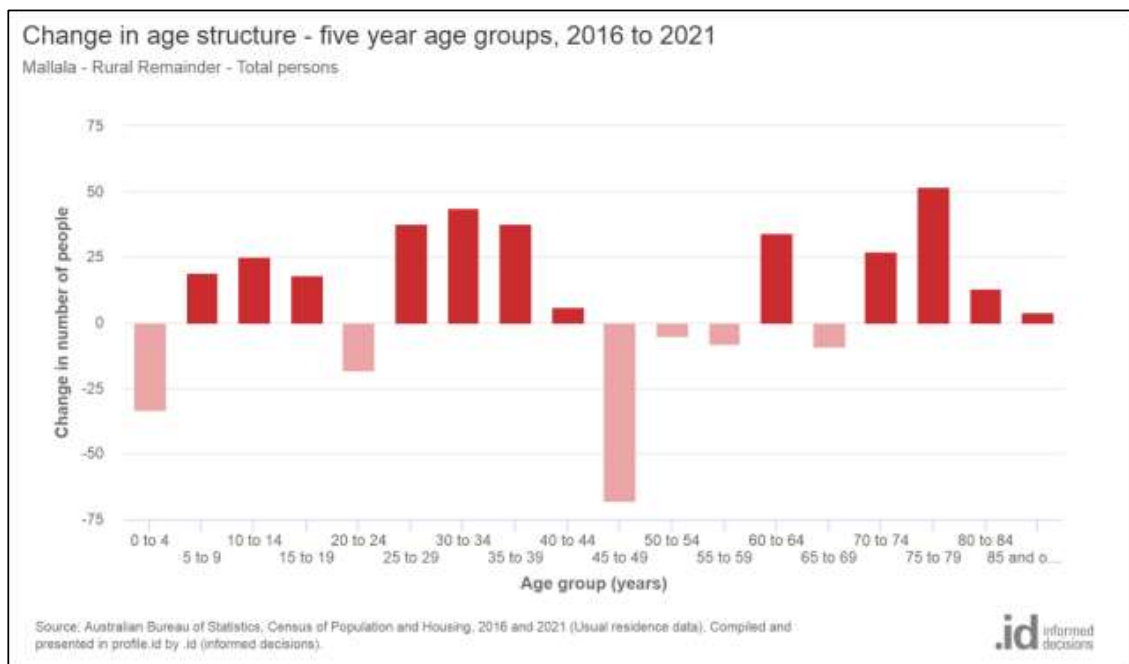
*Compared to Greater Adelaide, Adelaide Plains has higher proportion of children, youth and empty nesters, and lower proportion of family rearing age, and retirees (2016-2021)*



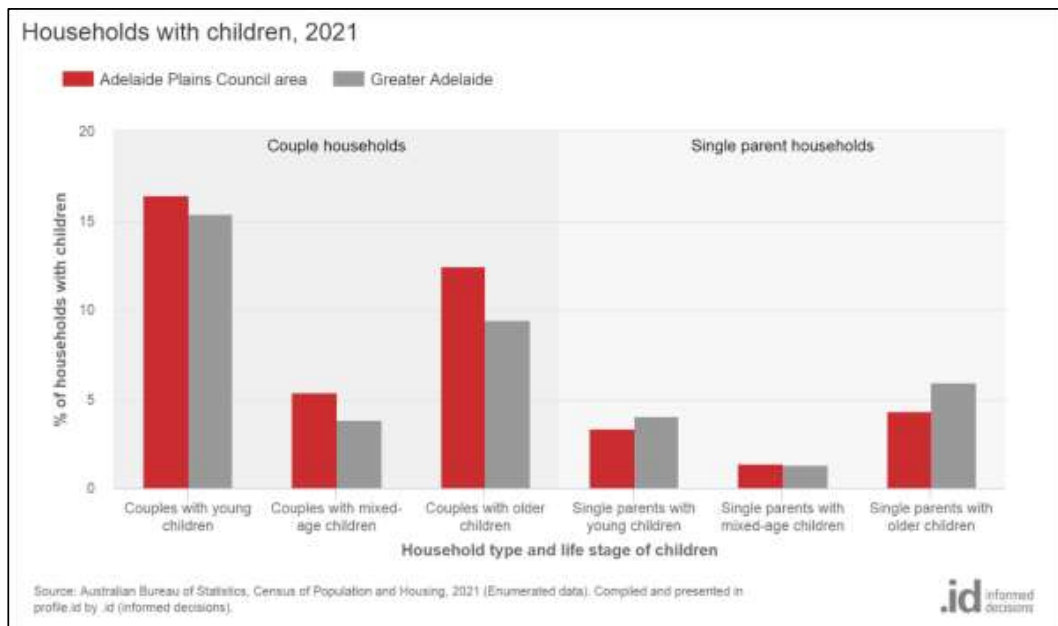
*Two Wells from 2016 – 2021 has experienced growth in children, young adults, family rearing age, empty nesters and older retirees.*



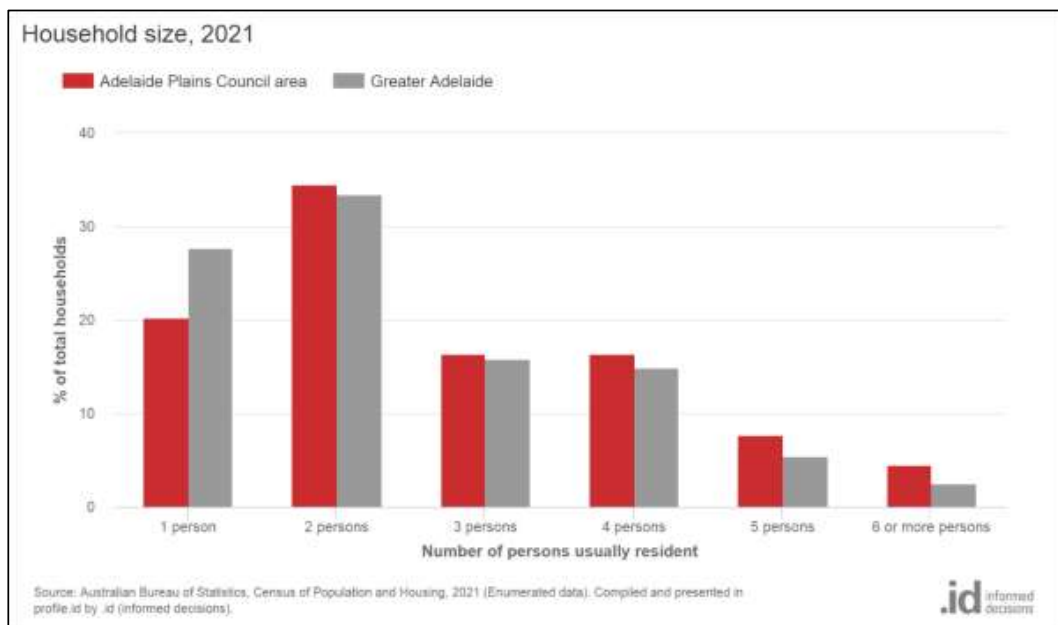
*Lewiston from 2016 – 2021 has experienced growth in family rearing age, empty nesters and retirees, and a decline in children and mature family age*



*Mallala – Rural Remainder from 2016 – 2021 has experienced growth in children, family rearing age, older retirees, and decline in young children, young adults and mature families*



*Compared to Greater Adelaide, Adelaide Plains has higher proportions of couples with children*







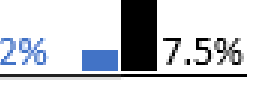






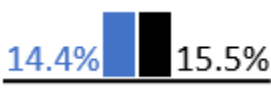







*Compared to Greater Adelaide, Adelaide Plains has a lower proportions of single person households*



Between 2016 and 2021, the LGA with the highest net migration to Adelaide Plains Council area (+383) was from Salisbury, whilst the highest net loss (-101) was to Gawler.

In 2021 compared to Greater Adelaide, there was a higher proportion of people in the younger age groups (0 to 17 years) and a lower proportion of people in the older age groups (60+ years). Overall, 22.6% of the population was aged between 0 and 17 compared to 20.5% for Greater Adelaide. 21.3% were aged 60 years and over, compared with 24.6% for Greater Adelaide.

Based on available data from the 2021 Census, families are moving to Adelaide Plains Council, in particular Two Wells and to a lesser extent, in Mallala-Rural Remainder. Lewiston and Mallala-Rural Remainder are experiencing ageing.

Adelaide Plains / Greater Adelaide based on ABS		
<b>WORK</b> (Unemployment rate) 2021 	<b>HOUSEHOLDS (2021)</b> Family  Lone Person  Group Households 	<b>PEOPLE</b> 0 – 24 years (2016 – 2040) (no data)
		<b>PEOPLE</b> 25 – 64 years (2016 – 2040) (no data)
<b>CARS</b> No motor vehicle (2021) 	<b>DWELLINGS</b> Separate House  Medium Density Dwellings 	<b>PEOPLE</b> 65+ (2016 – 2040) (no data)
<b>INTERNET</b> Internet at Home (2016) 	<b>POPULATION</b>   People (2021)	<b>LANGUAGE</b> Speak a language other than English at home (2021) 
<b>VOLUNTEER</b> Residents who did voluntary work (2021) 	  Estimated Population (2040)	<b>ECONOMIC</b> Low Income Households (2021) 
<b>RELATIVE DISADVANTAGE</b> 	<b>FORECAST GROWTH</b> (% average annual change)  	Rent <\$304/week (2021) 

## Resident Satisfaction

In line with 2018, Flood prevention, Health services and Employment most important to the community in 2022.

Of less importance in 2022 is Council funding opportunities for community groups and public transport.



ADELAIDE PLAINS COUNCIL | AUGUST 2022

Q20 Using a scale of 1 to 5, where 1 is not at all important and 5 is extremely important, how important are the following social and environmental issues to you in relation to Council's future planning? Base: All respondents (n=388)

RATING LEVEL: Extremely High: 4.5 and above High: 4.0 – 4.4 Moderate: 3.5 – 3.9 Mixed: 2.5 – 3.4 Low: 2.4 and below

The 2022 residents survey<sup>4</sup> affirmed the importance of planning for hazards, for health services, and employment.

A similar survey was underway in 2018.

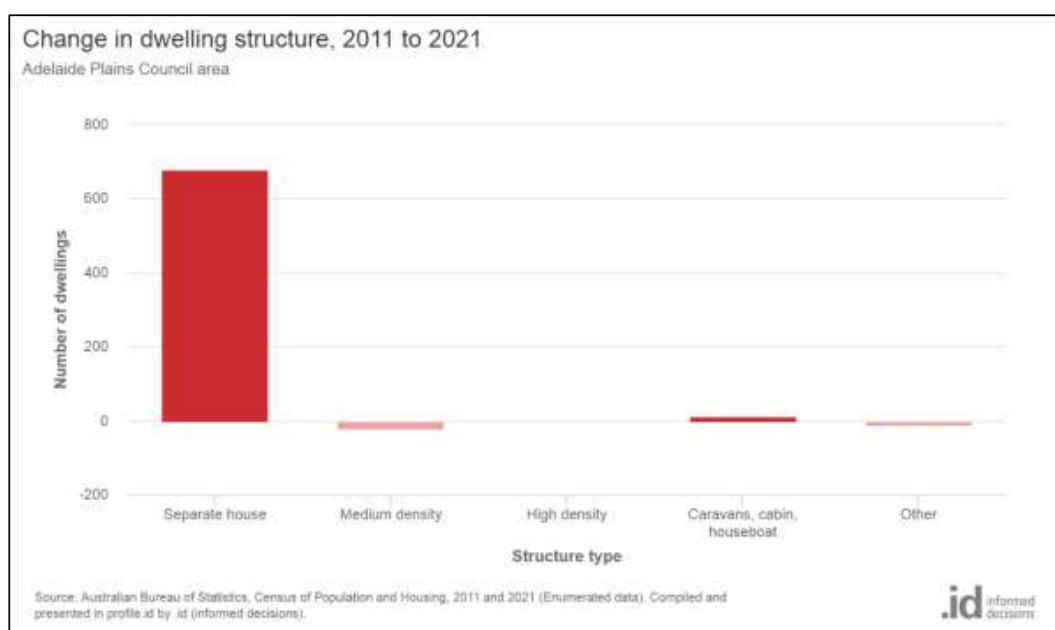
<sup>4</sup> [PowerPoint Presentation \(apc.sa.gov.au\)](https://www.apc.sa.gov.au/PowerPointPresentation)

## Housing

The provision of affordable and suitable housing is part of the objectives within the SA Housing Authority's Our Housing Future 2020 – 2030<sup>5</sup> 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 Australian Government service departments.

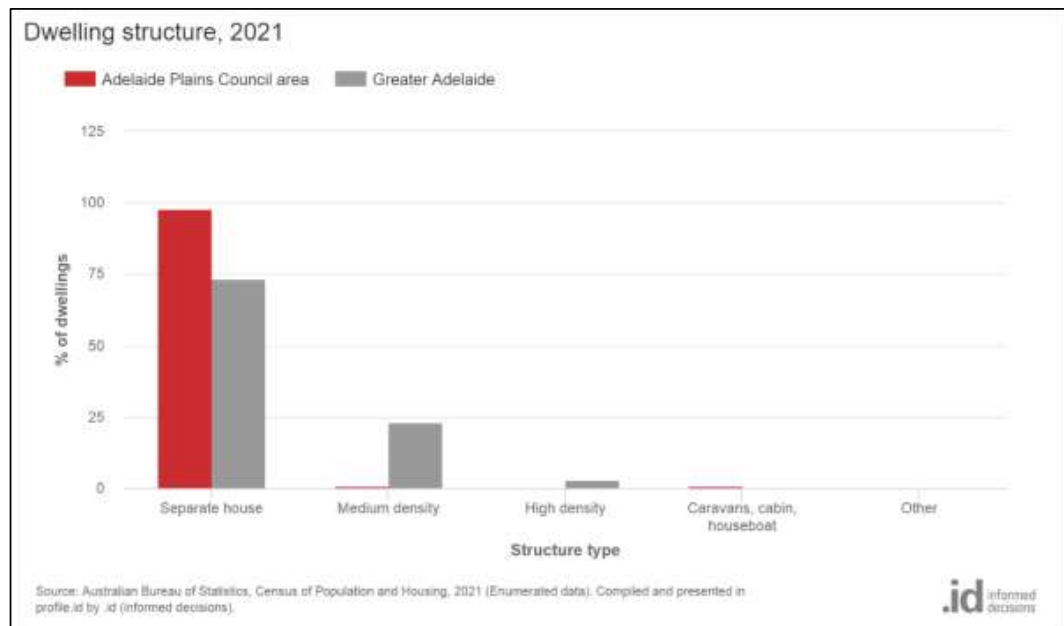
SA Housing Authority has units in Two Wells. A Local Affordable housing plan toolkit<sup>6</sup> is available.



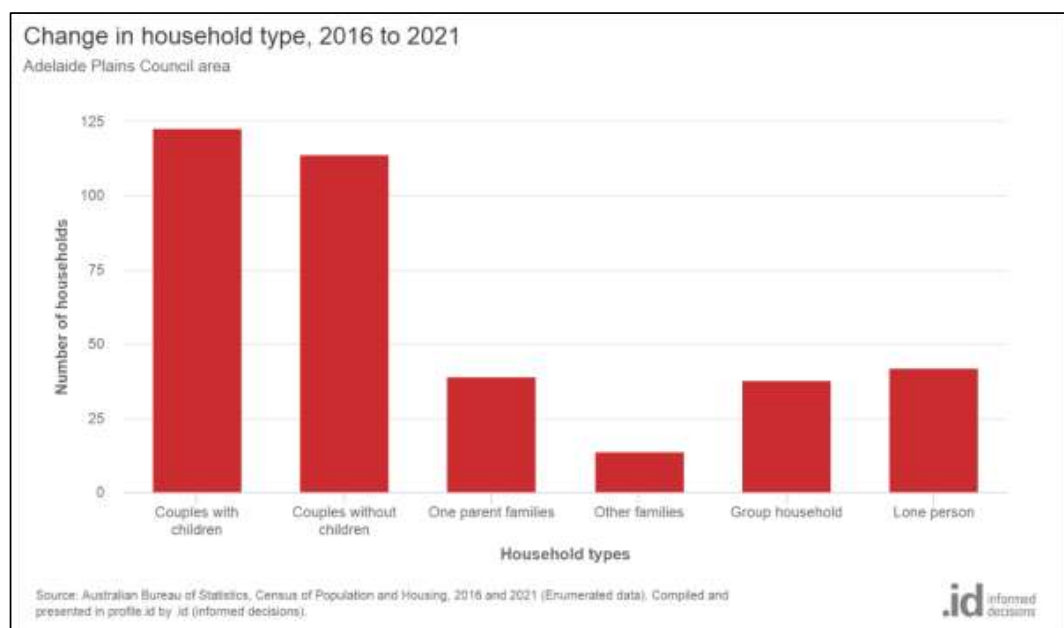
Across Adelaide Plains, from 2011 – 2021, growth in separate houses has been dominant, with a decline in medium density housing

<sup>5</sup> [housing.sa.gov.au/our-housing-future](https://housing.sa.gov.au/our-housing-future)

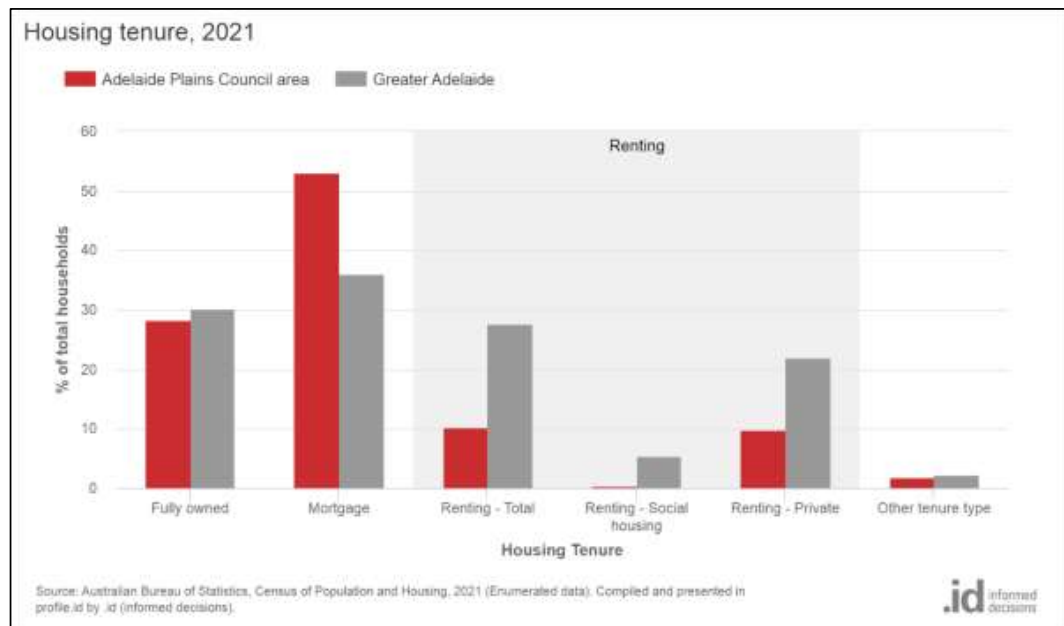
<sup>6</sup> [housing.sa.gov.au/documents/general/Local-Affordable-Housing-Plan-Toolkit.pdf](https://housing.sa.gov.au/documents/general/Local-Affordable-Housing-Plan-Toolkit.pdf)



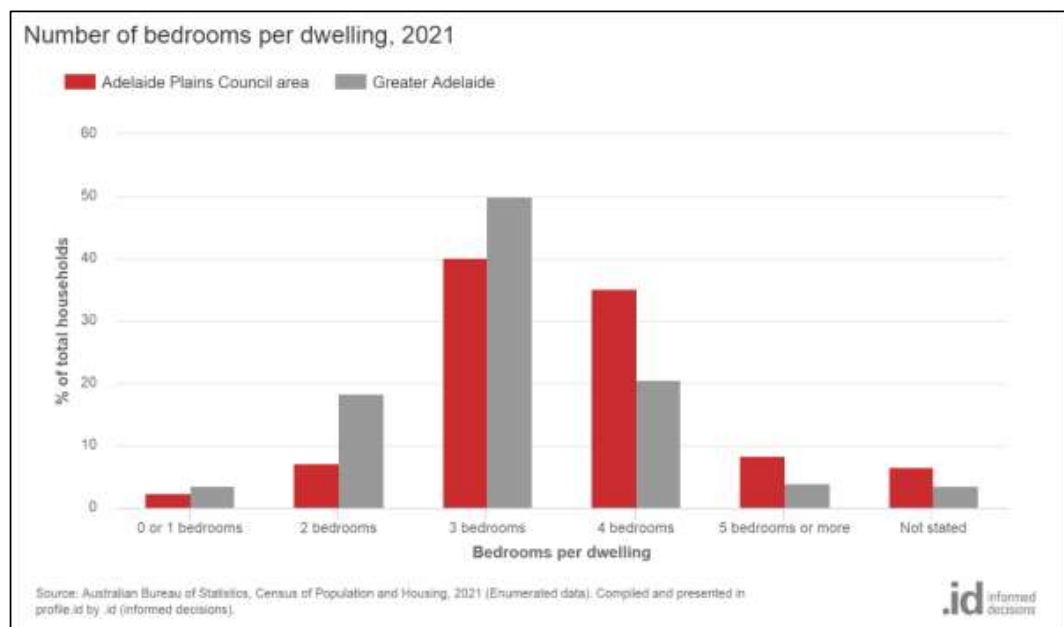
*Compared to Greater Adelaide, Adelaide Plains is dominated by separate houses, with negligible other forms of housing.*



*Across Adelaide Plains, Greatest growth has been in couples, with and without children, with some growth in group and lone person households*



*In 2021, compared to Greater Adelaide, higher proportions of households had a mortgage, and fewer households rented privately. Adelaide Plains had negligible amounts of social housing.*



*Compared to Greater Adelaide, Adelaide Plains has lesser proportions of dwellings with 1 – 2 bedrooms, and greater proportions of dwellings with 4 or more bedrooms.*

Regarding aged housing, in 2019, Council explored options for funding, operation and management of its existing retirement living portfolio. The intent was to ensure it continues to serve our older community.

Council identified several opportunities to increase the quantity and the quality of retirement living in Mallala and Two Wells.

The aged living review<sup>7</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).

Regarding seasonal workers accommodation, this is important as part of attracting seasonal workers for agribusinesses. The Australian Government program encourages overseas seasonal workers and provides a range of information about legal, wellbeing and housing<sup>8</sup>. Several providers specialise in seasonal housing, be it through regular housing managed and available for seasonal workers or through temporary seasonal workers accommodation.

Amended regulations<sup>9</sup> now fast track approvals of temporary accommodation for seasonal workers.

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 township communities that provide a variety of housing choice to suit various individuals and groups – including aged and seasonal workers.

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<sup>7</sup> Aged Living Review, Urban and Regional Planning Solutions, 2021

<sup>8</sup> [palmscheme.gov.au/worker-support](https://palmscheme.gov.au/worker-support)

<sup>9</sup>

[plan.sa.gov.au/news/article/2021/new\\_regulations\\_fast\\_track\\_temporary\\_accommodation\\_for\\_seasonal\\_workers](https://plan.sa.gov.au/news/article/2021/new_regulations_fast_track_temporary_accommodation_for_seasonal_workers)

## Towns and Settlements

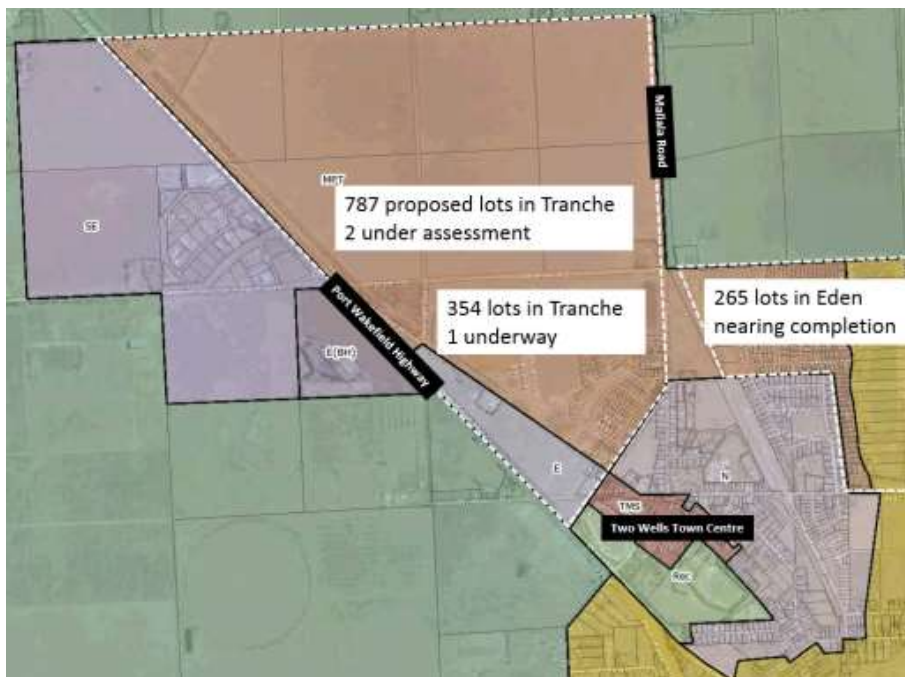
### Two Wells

Hickinbotham Developments and Council have been working together since the mid-2000s to realise planned urban growth at Two Wells. This includes:

- 2007 Memorandum of Understanding
- 2012 Infrastructure Deeds
- 2013 Rezoning

In 2013, significant decisions were taken and 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 2,200 new dwellings over the next 10 – 20 years*

The numbers in the 2012 Amendment were indicative and dependent on land development layouts, school and open space provision. Given the current and proposed development pattern, it is considered unlikely that Liberty would reach



in excess of 3000 allotments. Based on a Deed<sup>10</sup> of 2012, the Hickinbotham Group have progressed the Eden land division, with the final lot settling in early 2023. The Liberty Estate envisages some 1,900 lots, noting the zoning allows up to around 3,000 lots. Tranche 1 with 354 lots is under development and Tranche 2 with 787 is proposed.

The Eden and Liberty housing estates contain modern housing on allotments of a variety of sizes, significant open spaces for recreation and active lifestyles, and effective stormwater and traffic management. Within the Liberty estate, Xavier College is established.

Council and Hickinbotham Developments will continue established arrangements to lead to the successful delivery of Eden and Liberty.

#### *Two Wells Main Street and Town Centre*

Old Port Wakefield Road is the village heart of the historic Two Wells township, housing local services, amenities and historical buildings. With a fast-growing population, Council is seeking to revitalise the 'village heart' of the town, guided by the vision and principles presented in the 2020 Two Wells Main Street Masterplan<sup>11</sup>.

The 2020 Plan builds on the investigations and engagement captured in the 2011 Master Plan<sup>12</sup>, and is underpinned by the 2019 retail study.

After years of planning, in 2022, Council strategic acquired eight hectares of 'Crown Land' for the purposes of delivering commercial, retail and community



<sup>10</sup> Development Deed 7 November 2012 DC Mallala and Hickinbotham Developments

<sup>11</sup> [apc.sa.gov.au/\\_data/assets/pdf\\_file/0033/659760/Two-Wells-Main-Street-Master-Plan.pdf](https://apc.sa.gov.au/_data/assets/pdf_file/0033/659760/Two-Wells-Main-Street-Master-Plan.pdf)

<sup>12</sup> [apc.sa.gov.au/\\_data/assets/pdf\\_file/0030/354855/D16-4102-Two-Wells-Urban-Design-Guidelines.pdf](https://apc.sa.gov.au/_data/assets/pdf_file/0030/354855/D16-4102-Two-Wells-Urban-Design-Guidelines.pdf)

facilities<sup>13</sup>. With the Adelaide Plains' population growing at an unprecedented rate, the purchase of this strategic landholding in the town centre of Two Wells positions our broader region for further substantial economic growth and will provide convenient access to amenities for residents and visitors alike.

The land is bound by the Port Wakefield Highway, Old Port Wakefield Road, Wells Road and Windmill Road with extensive exposure to arterials and the historic main street.

#### *Two Wells Original Township – Large Sites - CWMS - Levee*

Two Well's original township 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 (CWMS). One consequence is new housing needs site area of 1200sqm or greater to accommodate on site waste treatment. Original residential areas are mostly within a Neighbourhood Zone and partly a Rural Living Zone. Within the Neighbourhood Zone, a variety of small lot housing may be granted planning consent, 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. However, until a CWMS is in place, housing sites need to be around 1200sqm.

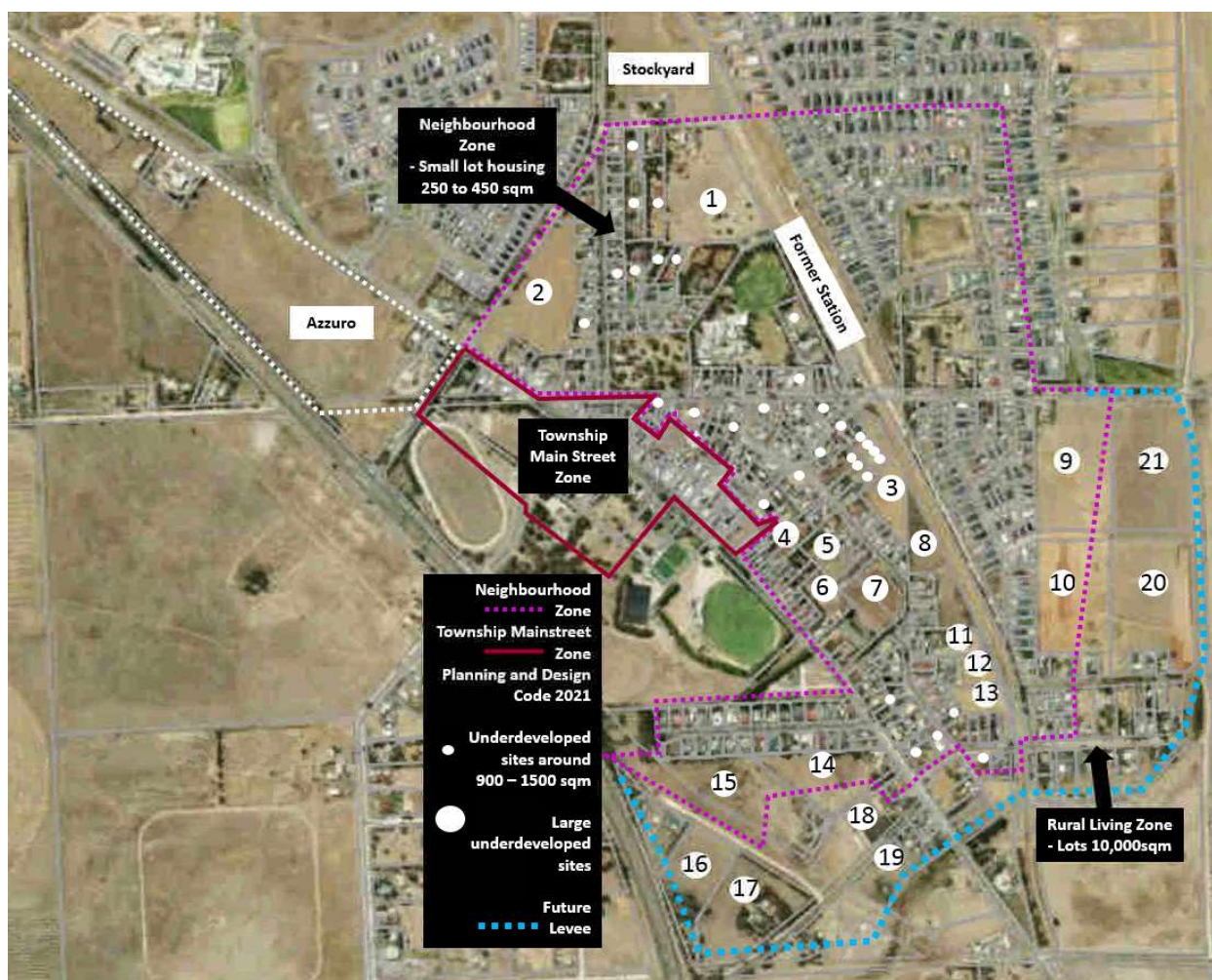
Dwelling Type	Minimum Site Area (sqm)	Minimum Site Frontage (m)
<b>Neighbourhood Zone</b>		
Detached Dwelling	450 <sup>1</sup>	15
Semi-Detached Row Dwellings (minimum of three)	300 <sup>1</sup>	10
Group Dwelling (needs two or more)	350 <sup>1</sup>	20
Residential Flat Building (needs two or more)	250 <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>13</sup> [apc.sa.gov.au/our-council/major-projects/two-wells-investment](http://apc.sa.gov.au/our-council/major-projects/two-wells-investment)

<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

Council, SA Water and the LGA are investigating a CWMS. If introduced, new housing would not be constrained to sites of 1200sqm. In parallel, planning for a levee to the east and south is underway. Funding for the levee has been secured.



*Potential Development Sites within the Township. Note funded levee location.*

Should a CWMS be installed, 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. There are 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.

If 75% of large sites and 25% of small sites developed at 12 dwellings/HA, this would yield around 400 dwellings. If each dwellings has 2.67 residents on average, this is 1100 residents. If developed at 20 dwellings/HA (around 400sqm lots on average), this is 1900 residents.

The proposed levee potentially opens up several large sites and numerous smaller sites sited within the area of the proposed levee.

Development sites not included within this analysis include:

- Within the Township Main Street Zone
- Azzurro land of about 15HA within the Employment Zone
- Stockyard Lot, noting a land division is underway
- The former Train Station land under the care and control of ARTC.

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.

On site greening policy will need review considering locations that densify through small lot housing, greening is recognised as critical to improve amenity, reduce heat load, and enable on site water infiltration.

#### *Potential Urban Growth – Hicks Land*

Initially supported in principle by Council in 2019, progressing the potential urban growth of the Hicks land is a key urban growth action for Two Wells.



*The Hicks land at Two Wells is north of the Eden housing estate, and east of the railway line*

During consultation on the growth strategy in 2022, Hicks expressed support for the growth strategy. In order to enable urban development of the Hicks land, the land would need to be rezoned with community engagement, the EFPA lifted through various processes including State Parliament, and suitable infrastructure deeds and suitable access arrangements regarding ARTC/DIT infrastructure in place.

The potential urban development of the Hicks land immediately to the east of Liberty and separated by Mallala Road and the ARTC train line will need to involve the Hickinbotham Group, DIT and ARTC as key stakeholders amongst others.

Temby Road level crossing would not support high traffic volumes or large vehicles given the short set back distance to Mallala Road. Rail activity within the corridor will only increase into the future, not decrease. Therefore, traffic management studies and risk assessments will need to be undertaken given the population forecast for Two Wells will exceed 10,000 by 2040, which is only 18 years away.

ARTC has a policy of no new level crossings, but is open to negotiating a reduction in the number of existing level crossings in exchange for a new or upgraded level crossing. It is likely grade separation (e.g., bridge over rail) may be required to avoid vehicles queuing during train movements and provide the connectivity over the rail corridor to ensure the future developments in Two Wells are not disjointed.

Potential urban development of the Hicks land – including suitable transport arrangements involving movements potentially impacting the train line - needs further investigation.

Along with the Planning and Design Code, Two Wells future is influenced by a possible CWMS for the original township, a levee, and a rezoning.

Small lot housing is potentially facilitated via establishment of a CWMS. This small lot housing is highly walkable to the main street and recreation facilities. Careful siting, design, and on-site greening is important, learning from infill development in metropolitan Adelaide.

If 1100 residents associated with CWMS is added to the two subdivisions, this could lead Two Wells population being 10,000 – 10,500. The proposed levee suggests investigating review of the Rural Living Zoning. Further investigations of the Hicks land are warranted.

Provided economic and market conditions continue favourably to support take up of lots, the Liberty development could be completed in ten to 15 years from now.

### *Mallala*

The township of Mallala had 733 residents in 2016.

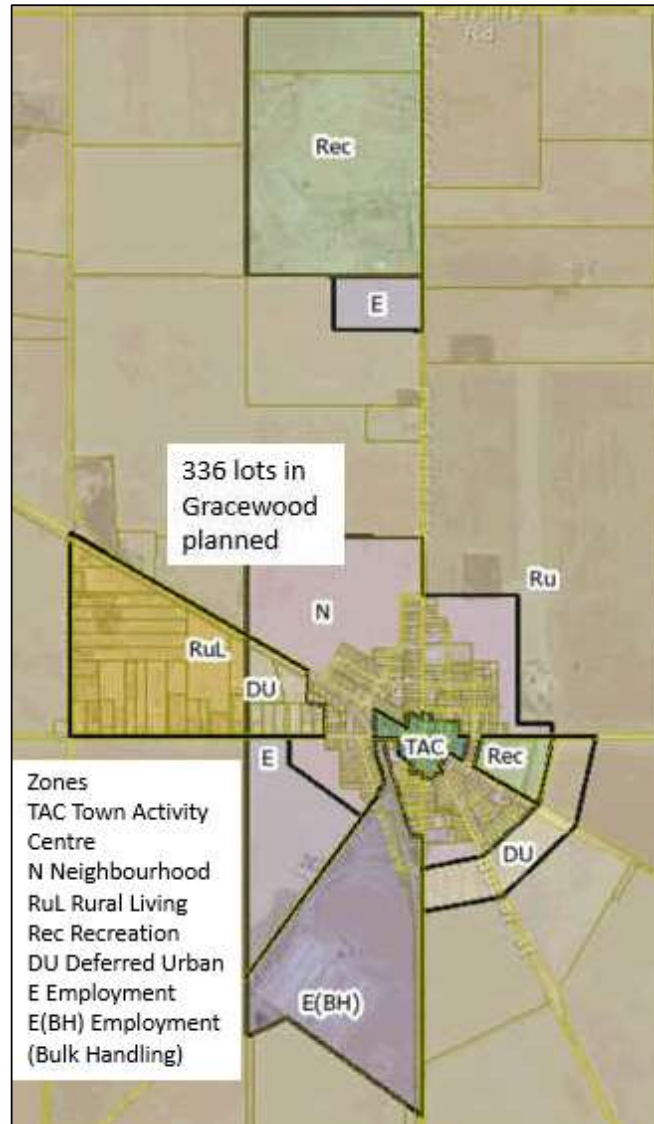
In 2014, the Mallala Township (Transport, Commercial and Minor Residential Zones Boundary Adjustment) Development Plan Amendment was approved. This rezoned 42HA for residential purposes and 22HA as deferred urban.

The Gracewood land division proposes to progressively establish 336 lots over the next 20 years.

336 lots developed at 2.67 residents/dwelling equates to 900 residents. Should this occur, and noting some potential infill within the town, in the long term, Mallala would be around 1600 – 1700 residents.

The first stage of Gracewood was lodged in 2019 but has not yet been approved. Discussions are ongoing.

The Peregrine Group acquired the Mallala Motor Sport Park in 2017.



Mallala planned urban growth envisages a town of 1600 – 1700 residents. Further urban growth will increase demand for services.



Leinad's submission to the 2022 growth strategy consultation outlines that Leinad control land abutting the south side of Ruskin Road and also land further south and west. Leinad seek to expand Dublin in an orderly, economic and sustainable manner. Expansion southwards will:

- Enable housing to the south of the Park Lands, as originally intended in the towns plan
- Strengthen and define the town centre and Parklands
- Enable reinstatement of the original rectilinear form of the Park Lands to the south of the town
- Bolster the country town lifestyle, act as a commuter settlement, and a gateway to coastal settlements.
- Underpin additional services and retail, and local jobs

Leinad support the Growth Strategy and seek to work cooperatively with Council.

Gurung and Wait made a submission to the 2022 growth strategy consultation. Their submissions suggested to rezone some existing Rural Living lots and expand the Rural Living Zone further west.

Under the scenario proposed in submissions by Leinad, Gurung and Wait:

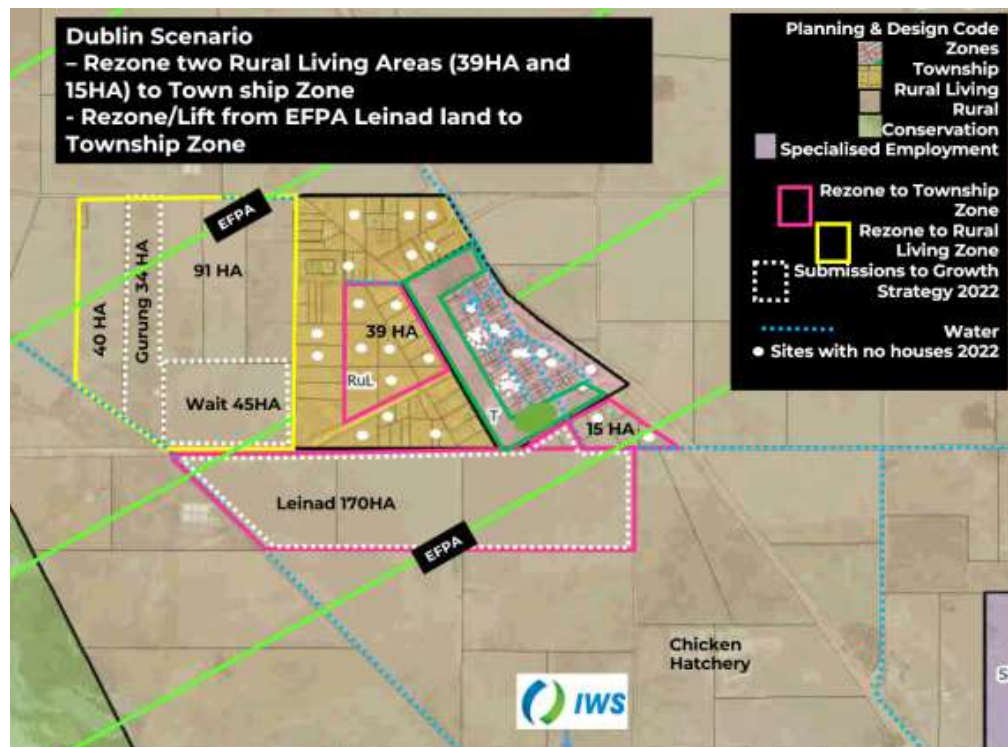
- If the Leinad Land and Township Zoned former Rural Living lots are all developed at 6 dwellings/hectare, with 2.65 residents/dwelling, this yields potentially 3,500 residents.
- If the agricultural land rezoned to Rural Living is all developed with 1 HA lots, assuming 2.65 residents/dwelling, this yields potentially 500 residents.
- Added to Dublin's 405 residents of 2021, in total, Dublin could be in the order of 4,500.
- Accounting for the variability of owners intentions with land, if around 25% of sites are developed (rather than all sites), this entails Dublin could grow by 1000 to around 1400. If undertaken over 20 years to 2041, this rate of growth is 6% per annum, 1% higher than experienced at Two Wells from 2016 – 2021.
- If a 3% per annum rate of growth is experienced over 20 years to 2041, this is an increase of 345, leading to a total population of 750.

Council's 2015 request to rezone land at Dublin was not supported by the Minister for Planning at the time due to insufficient demand for housing. Various factors have changed including:

- Increasing employment in Adelaide Plains. Jobs in Adelaide Plains increased from 2,102 in 2016 to 2,987 in 2021. This is an increase from 0.26 to 0.35% of all jobs in SA
- northern expressway increasing convenience to metropolitan Adelaide
- increased interest in working from home.

Leinad advise in their submission that the Greater Adelaide Land Supply (2021) flags the need to accommodate an additional 115 dwellings per annum. Leinad also advise that in response to a call for expressions of interest, Leinad have received interest from 24 parties for lots between 1000 and 1800 sqm.





*The scenario proposed in submissions by Leinad, Gurung and Wait involve expansion of the township zone to the west and south, and further Rural Living to the west*

Council's Business Plan for 2022/23 contains a project to undertake the Dublin Township Growth and Tourism Master Plan. Staff have commenced preparing a Background Paper and informal discussions with local stakeholders about the Dublin District. This acknowledges planning for Dublin's growth needs to be informed by and complement the future of nearby coastal and rural settlements, agricultural areas and the Adelaide International Bird Sanctuary National Park – Winaityinaityi Pangkara.

For Dublin, further investigations are needed around:

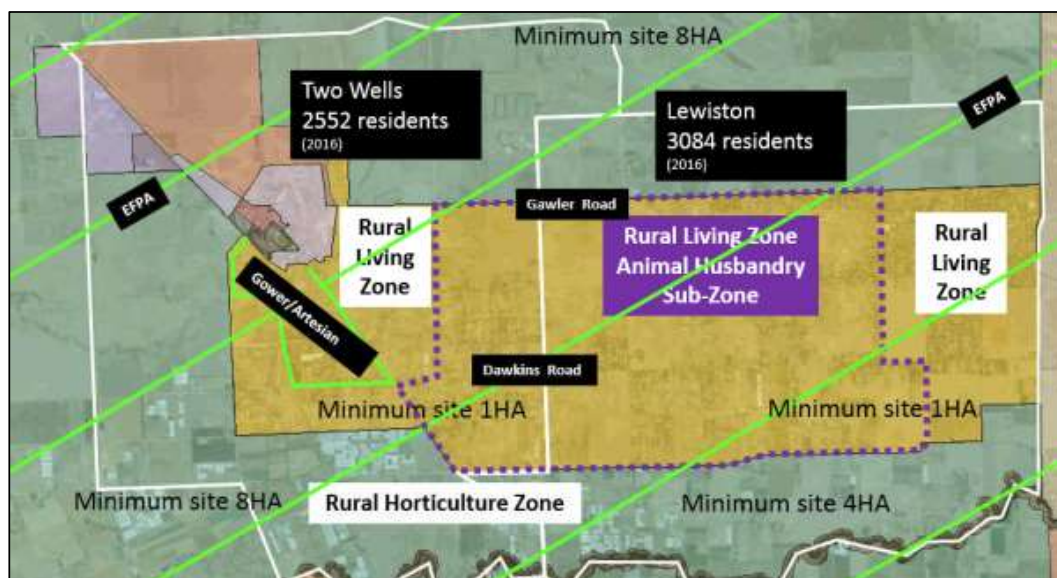
- opportunities to grow tourism and business experiences
- need for land supply release for housing, including rural living as transition to agriculture. Assessment of value of soil for food production and environmentally needs consideration
- potential for conflict with established uses, such as the chicken hatchery and waste facility to the south
- community infrastructure and open space
- hard infrastructure, e.g. sewer and water.

Dublin's future is influenced by its relative proximity to Greater Adelaide arising from the northern connector, employment growth, the Carslake Road Employment Area, the Adelaide International Bird Sanctuary and a historical rezoning request (see Options for Future Planned Urban Growth).

### Lewiston

Lewiston had 3,310 residents in 2021, up from 3,084 in 2016<sup>14</sup>.

Lewiston is within the Environment and Food Production Area (EFPA). Recent years has seen a dog park established with the playground intersected by the shared 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

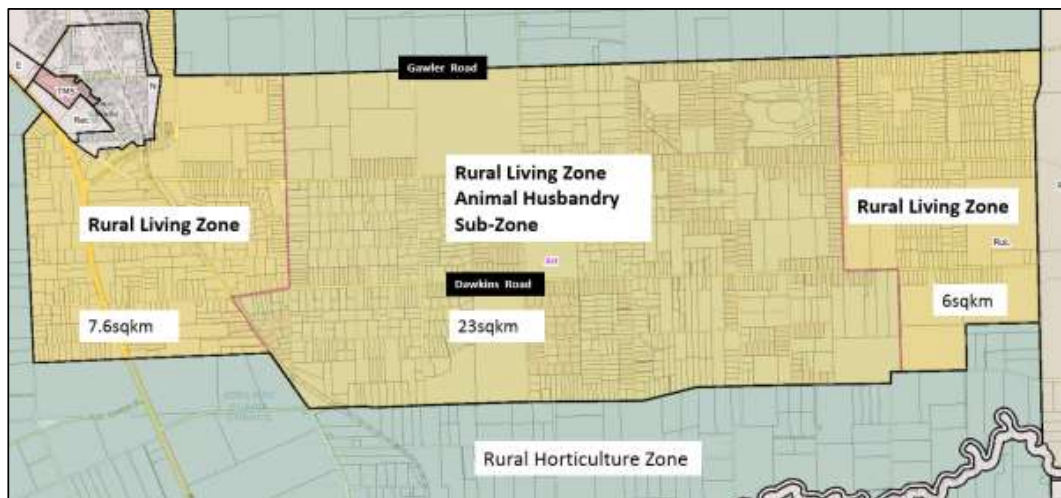
The Planning and Design Code<sup>15</sup> nominates Lewiston for Rural Living, with the central area for Rural Living and Animal Husbandry. The Rural Living Animal Husbandry area has been planned for several decades to be developed for animal husbandry. The Rural Horticulture Zone surrounds Two Wells and Lewiston.

The Planning and Design Code 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>14</sup> ABS 2016

<sup>15</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:

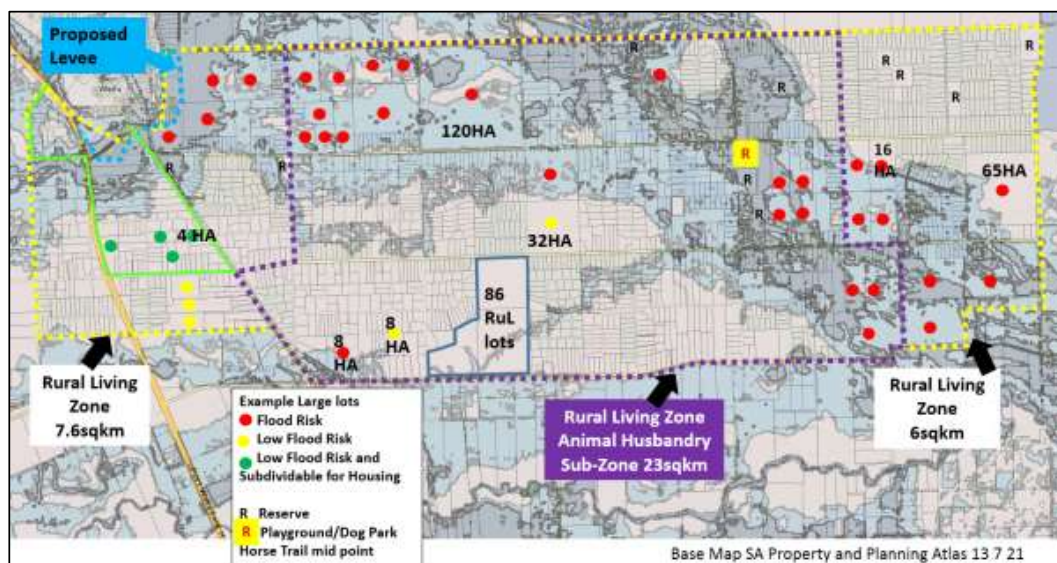
- Minimum site area is 1HA
- Residential development associated with animal keeping, shops up to 50sqm, or with light industry up to 100 sqm
- Division for residential living

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.

### 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>16</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

<sup>16</sup> Refer full Adelaide Plains Council EFPA submission



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.

Recognising the distinct character of Lewiston and the Rural Living Areas of Two Wells, for the purpose of growth planning, these are called a 'settlement'

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
- NAIS water nearby to the south
- Interspersed reserves and the dog park/horse trail midpoint hub
- A shared trail network in the north east
- Sections of trails in the west
- Gawler Road as a more trafficked DIT road
- Flood risk
- Gawler River to the south
- Ongoing urban development nearby in Two Wells and south of Gawler River

Recognising 3084 residents in 2016 and land approved for division but yet to be released to market, Lewiston has potential for around 3,500 residents.

Better understanding these factors as well as the EFPA needs investigating.

### *Coastal & Rural Settlements*

The coastal and rural areas have various settlements, with surrounding areas, with generally less than 200 people. All settlements are constrained by valuable agricultural or conservation land in their ability to accommodate further urban growth. The surrounding land is within the Environment and Food Production Area.

Whilst populations may increase slightly through redevelopment of existing residentially zoned land, the prospects for marked population growth do not exist.

The settlements are part of the social and economic life of Adelaide Plains.

	Coastal and Rural Settlement	Population	
		2016	2021
		Using ABS 'State Suburb' which includes districts around each settlement	
	COASTAL		
1.	Parham	216	185
2.	Webb Beach	47	40
3.	Thompson Beach	201	219
4.	Middle Beach	79	94
	RURAL		
5.	Wild Horse Plains	108	96
6.	Long Plains	68	62
7.	Windsor	170	133
8.	Barabba	117	135
9.	Fischer	62	78
10.	Redbanks	182	185
11.	Lower Light	206	203
	TOTAL	1456	1430
12.	Lewiston	3084	3275
	TOTAL with LEWISTON	4540	4705

Whilst limited opportunities for growth exist, the settlements play an important role as part of the social and economic life of Adelaide Plains. Opportunities to augment their futures should be explored.

## Social Infrastructure and Community Services

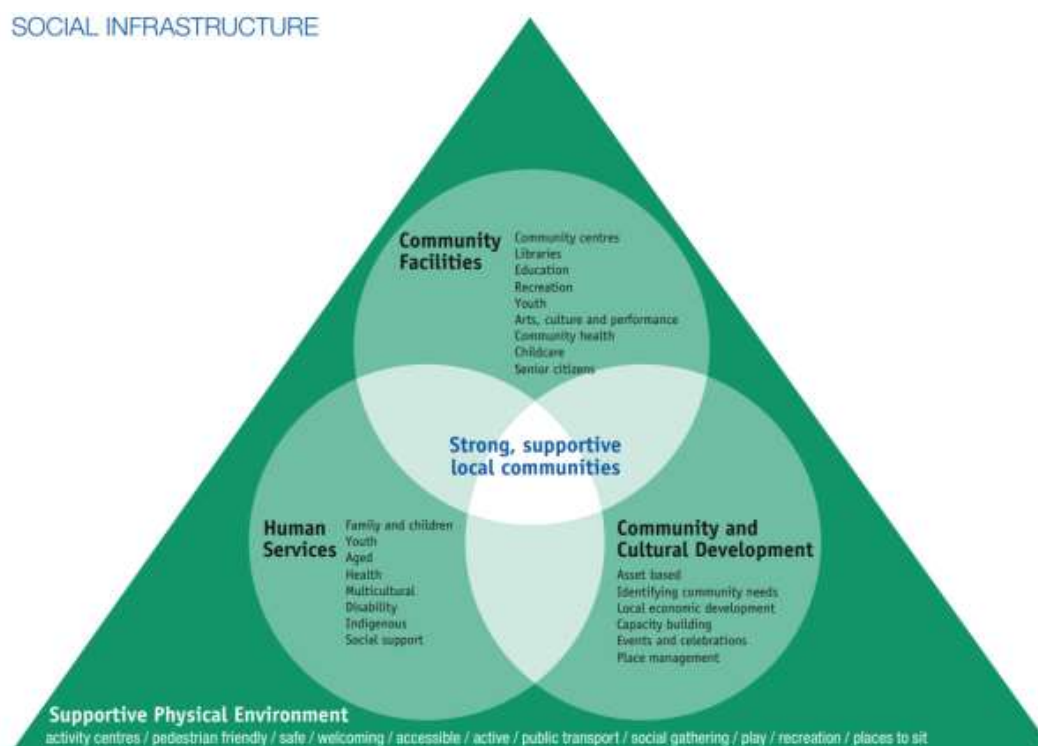


As Adelaide Plains continues to experience urban growth, based on research<sup>17</sup> for the Local Government Association, the following themes are important to contribute to strong and supportive local communities:

- 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>17</sup> [charlessturt.sa.gov.au/\\_\\_data/assets/pdf\\_file/0022/160276/Planning-Social-Infrastructure-and-Community-Services-for-Urban-Growth-Areas-February-2012.pdf](http://charlessturt.sa.gov.au/__data/assets/pdf_file/0022/160276/Planning-Social-Infrastructure-and-Community-Services-for-Urban-Growth-Areas-February-2012.pdf)



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.





*The new Xavier College at Two Wells aims to introduce Year 9 in 2023*

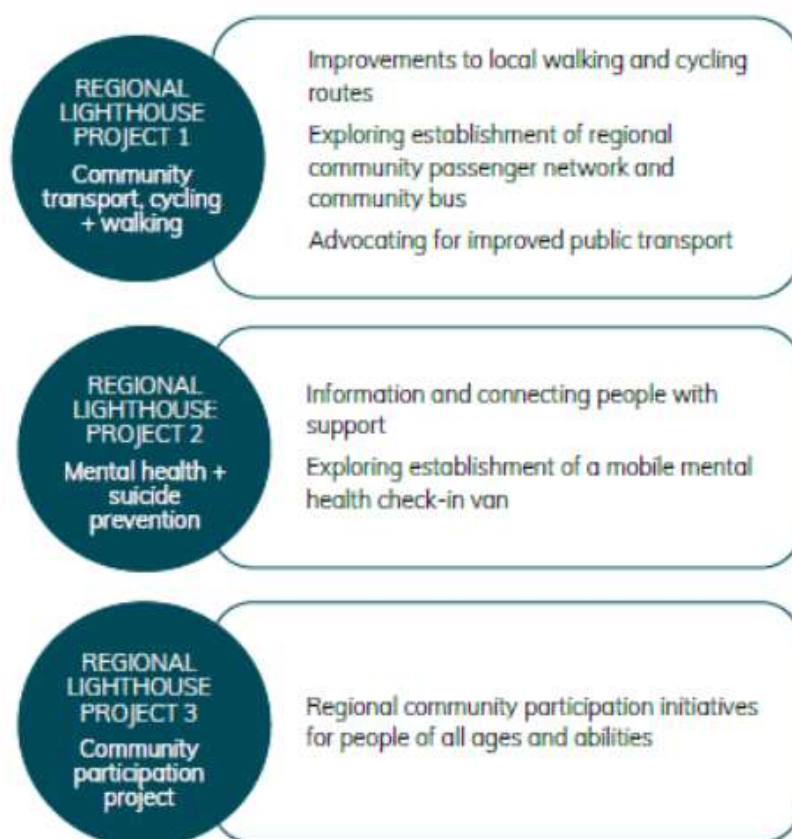


*The new Riverbanks B – 12 School at Angle Vale opened in 2022, immediately to the south east of Lewiston*

The draft Regional Public Health Plan<sup>18</sup> identifies the top regional health challenges as:

- Improving mental health and reducing psychological stress (and suicide prevention)
- Access and inclusion (services, transport, digital, disability access)
- Youth engagement and wellbeing
- Supporting an ageing population
- Encouraging healthy lifestyles.

From these challenges, three lighthouse projects are envisaged:



#### Initial Application of Social Infrastructure Hierarchy to Adelaide Plains

<sup>18</sup> Consultation 2022

Hierarchy Level & Population	Hierarchy Includes	Current APC	Future APC (2041)
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 15,000, 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 10,000, 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	Motorsport Park	Motorsport Park  What might AIBS and the coastline become as

	facilities, tertiary education such as TAFE, health services and higher order entertainment and leisure facilities.		a regional recreation facility? What facilities might the coastal settlements need?
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During 2022 consultation, the Hickinbotham Group affirmed to not formalise a retail-based centre within the Liberty Estate. This position is based on community and council sentiment to retain the primacy of the historic town centre, and based on experience of low prospect of viability of a satellite retail centre within the existing or potential growth areas. Note the Planning and Design Code does not preclude retail development.

Council is to undertake a community infrastructure study over 2023 and 2024. That study needs to be completed to determine whether some form of neighbourhood space should be sought to be established in the northern part of Two Wells. If to be established, such spaces are generally better collocated with open space.

Acknowledging the barrier of the train line/Mallala Road between the 5000 residents to be at Liberty and potential urban development of Hicks land, the Hicks land offers some potential for a local centre, as well as local open spaces for recreation and sport.

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, noting the particular Regional Public Health challenges. 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, ovals, parks, walking and cycling facilities), and in other cases, facilitating and advocating about needs with others (e.g. transport, public transport, education, aged care).

### Recreation and Sport Trends



Popular Recreational and Sport Activities<sup>19</sup>

<sup>19</sup> [orsr.sa.gov.au/\\_data/assets/pdf\\_file/0012/31215/Game-On-Booklet.pdf](https://orsr.sa.gov.au/_data/assets/pdf_file/0012/31215/Game-On-Booklet.pdf)



*Two Wells Recreation and Sport Infrastructure*

For Two Wells, the 2016 Open Space Study<sup>20</sup> found:

‘Potential to expand the existing sports ground to a higher level sportsground to support activities and events for the surrounding region (including the growth area of Buckland Park and Lewiston community).

There will be a need for additional recreation open space to cater for the local needs of the growth area. Additional sporting open space could also be required.

There is good community capacity for participation in activities.

There will also be a requirement for additional sporting open space linked to the existing sportsground to cater for the sports needs of the additional population.’

Given that Lewiston does not have sporting facilities, the potential requirements in Two Wells should also aim to cater for Lewiston. The Two Wells future population plus the Lewiston population in the future could be around 14,000 people. Based on this figure and using the PLA benchmarks, there would be justification for three sports areas or one large sports area and one smaller sports area with the provision of:

- 3 Australian rules ovals
- 2 cricket pitches
- 3 soccer pitches
- 1 x 8 tennis court tennis facility
- 4 netball courts’

Specific Recommendations for Two Wells Oval were:

- Consolidate courts and concentrate activities nearer to clubrooms and oval.
- Review and improve traffic conflicts, circulation and car parking (formalise vehicle circulation, better connect parking).
- Provide additional opportunities for sport competitions and training (e.g. soccer, softball or hockey if there is demand).
- Increase play provision and locate closer to oval and clubrooms.
- Manage and limit pedestrian/vehicle conflicts (match days).
- Increase training areas.
- Remove and redevelop BMX (demand for skate park).
- Explore parking opportunities for RV and campervans (showers, toilet and dump point – charge for services).
- Relocate and improve public toilets.
- Increased landscape planting to oval to provide amenity and shelter (wind break).
- Modify community centre to support new sport and recreation functions.
- Improve lighting to oval and surrounding facilities.
- Manage or restrict dog walking on the oval (faeces).

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<sup>20</sup> [apc.sa.gov.au/\\_data/assets/pdf\\_file/0030/356493/D16-15679-FINAL-Open-Space-Plan-Background-Report-September-2016.pdf](https://apc.sa.gov.au/_data/assets/pdf_file/0030/356493/D16-15679-FINAL-Open-Space-Plan-Background-Report-September-2016.pdf)

- Maintain emergency services access (safe area or muster point).
- Address drainage issues across the site.

A Development Deed was agreed between Hickinbotham Developments and the then District Council of Mallala in 2012. The Deed involved the land that is the Eden and Liberty residential areas.

The Deed envisages the provision of

- One playing field that can be used for Australian Rules Football in the winter season and cricket in the summer season. To be provided at or before occupation of 1500 dwellings
- One soccer pitch. To be provided at or before occupation of 2100 dwellings
- Two courts that can each be used for tennis in the summer season and netball in the winter season. To be provided at or before occupation of 1500 dwellings
- Seven playgrounds being provided, one each at the occupation of 500, 1000, 1500, 2000, 2500, 3000, 3500 dwellings

Eden with 265 lots is nearing completion of all 265 lots in 2022. Liberty Tranche 1 involves 364 lots. If 125 dwellings/annum are assumed as being completed in Liberty, 1500 could be reached around 2030.

Two Wells Sport and Recreation Infrastructure		
Need as per 2016 Study	Provision	Comment
3 Australian rules ovals	Two Wells Oval (winter)	Overflow at Two Wells Primary or other facility
	Xavier Oval (winter) (via Deed when 1500 dwellings occupied)	Pending 1500 dwellings <ul style="list-style-type: none"> <li>• Eden 265</li> <li>• Liberty Tranche 1 - 364 total</li> <li>• Liberty Tranche 2 - 787 total proposed</li> <li>• Liberty Tranche 3 - tbd</li> <li>• TOTAL 1400</li> </ul>
	Third Oval (needed)	<ul style="list-style-type: none"> <li>• To west of Two Wells Oval?</li> <li>• In Hicks?</li> <li>• Formally share Primary School?</li> </ul>
2 cricket pitches	Two Wells Oval (summer)	Overflow at Two Wells Primary or other facility
	Xavier Oval (summer) (via Deed when 1500 dwellings occupied)	Pending 1500 dwellings <ul style="list-style-type: none"> <li>• Eden 265</li> <li>• Liberty Tranche 1 - 364 total</li> </ul>

		<ul style="list-style-type: none"> <li>Liberty Tranche 2 - 787 total proposed</li> <li>Liberty Tranche 3 - tbd</li> <li>TOTAL 1400 proposed or constructed</li> </ul>
3 soccer pitches	Xavier Soccer (via Deed when 2100 dwellings occupied)	Under construction 2021 south of Xavier
1 x 8 tennis court facility	Two Wells Oval has six tennis/four netball Courts	Potential to expand to be the eight tennis court facility pending investigation of demand
	Two Courts are envisaged at Liberty, each able to be used for tennis and netball. (via Deed when 1500 dwellings occupied)	
4 netball courts	Two Wells Oval has six tennis/four netball Courts	
	Two Courts are envisaged at Liberty, each able to be used for tennis and netball. (via Deed when 1500 dwellings occupied)	Should there be other local courts?

The Deed obligates Hickinbotham and now Xavier to consult with Council with respect to the design and construction and arrangements for the shared use (including nature and extent of availability for community use) of 'School Recreation Infrastructure' comprising oval, soccer pitch and two tennis/netball courts.

The 30 Year Plan for Greater Adelaide outlines criteria for what constitutes a healthy neighbourhood. These include:

- Open space within 5 minute/400m walk

Residents with a larger neighbourhood parks within 1600m engage in 150 minutes more recreational walking per week than those with smaller parks<sup>21</sup>.

<sup>21</sup> [healthyactivebydesign.com.au/design-features/public-open-spaces](https://healthyactivebydesign.com.au/design-features/public-open-spaces)





*Small spaces can be designed for multiple sports*

Note that indoor recreation centres with 3+ courts typically need a population of 50,000 to support<sup>22</sup>.

Upgrading recreation and sport facilities, including play spaces, open spaces and trails, should use universal and child safety environs design principles. Water and energy saving initiatives including water harvesting, installation of new or upgrades to existing irrigation infrastructure, connection to existing water infrastructure should form part of upgrading recreation precincts.

The following guidelines are available from ORSR

- Recreation and Sport Facility Design<sup>23</sup>
- Recreation and Sport Facility Management Guide<sup>24</sup>
- How to Plan for a Community Recreation and Sport Hub<sup>25</sup>
- How to Establish Regional Planning Groups – Guide<sup>26</sup>
- How to Develop a Regional Recreation and Sport Plan<sup>27</sup>

More work needs to be done around recreation and sport associated with planned growth, in particular growth at Two Wells and Mallala.

<sup>22</sup> Pg 35 in [lga.sa.gov.au/\\_data/assets/pdf\\_file/0026/469421/Murraylands-and-Riverland-Regional-Sport-and-Recreation-Facilities-Needs-Analysis-Phase-1-Report-171213.pdf](https://lga.sa.gov.au/_data/assets/pdf_file/0026/469421/Murraylands-and-Riverland-Regional-Sport-and-Recreation-Facilities-Needs-Analysis-Phase-1-Report-171213.pdf)

<sup>23</sup> [PowerPoint Presentation \(orsr.sa.gov.au\)](https://orsr.sa.gov.au)

<sup>24</sup> [PowerPoint Presentation \(orsr.sa.gov.au\)](https://orsr.sa.gov.au)

<sup>25</sup> [PowerPoint Presentation \(orsr.sa.gov.au\)](https://orsr.sa.gov.au)

<sup>26</sup> [PowerPoint Presentation \(orsr.sa.gov.au\)](https://orsr.sa.gov.au)

<sup>27</sup> [PowerPoint Presentation \(orsr.sa.gov.au\)](https://orsr.sa.gov.au)

### *Tourism Infrastructure*

The signature tourist attractors to Adelaide Plains include the Adelaide International Bird Sanctuary Winaityinaityi Pangkara, 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.

Existing camp grounds and camping facilities include the Mallala Camp Ground, Parham Camp Ground and Middle Beach Caravan Park. Submissions to the 2022 consultation suggested considering opportunities for recreation vehicle parks as part of the Two Wells main street and oval precinct, and Two Wells to be a RV friendly town.

In 2019 South Australia visitation<sup>28</sup> to caravan parks grew by 19% and night's growth was 31% to surpass 1.3M trips and 5.5M nights, both the highest since records of visitation have been kept. This shows a strong trend in demand for caravan and camping sites in SA.

Key themes in Council's Tourism and Economic Development Strategy are:

- Coast
- Main Streets and Townships
- Primary Industries and Food
- Business Support and Growth.
- Population, Infrastructure and Employment.



The Adelaide International Bird Sanctuary, Mallala Motorsport Park, and Mallala Museum are key attractors for visitors to Adelaide Plains

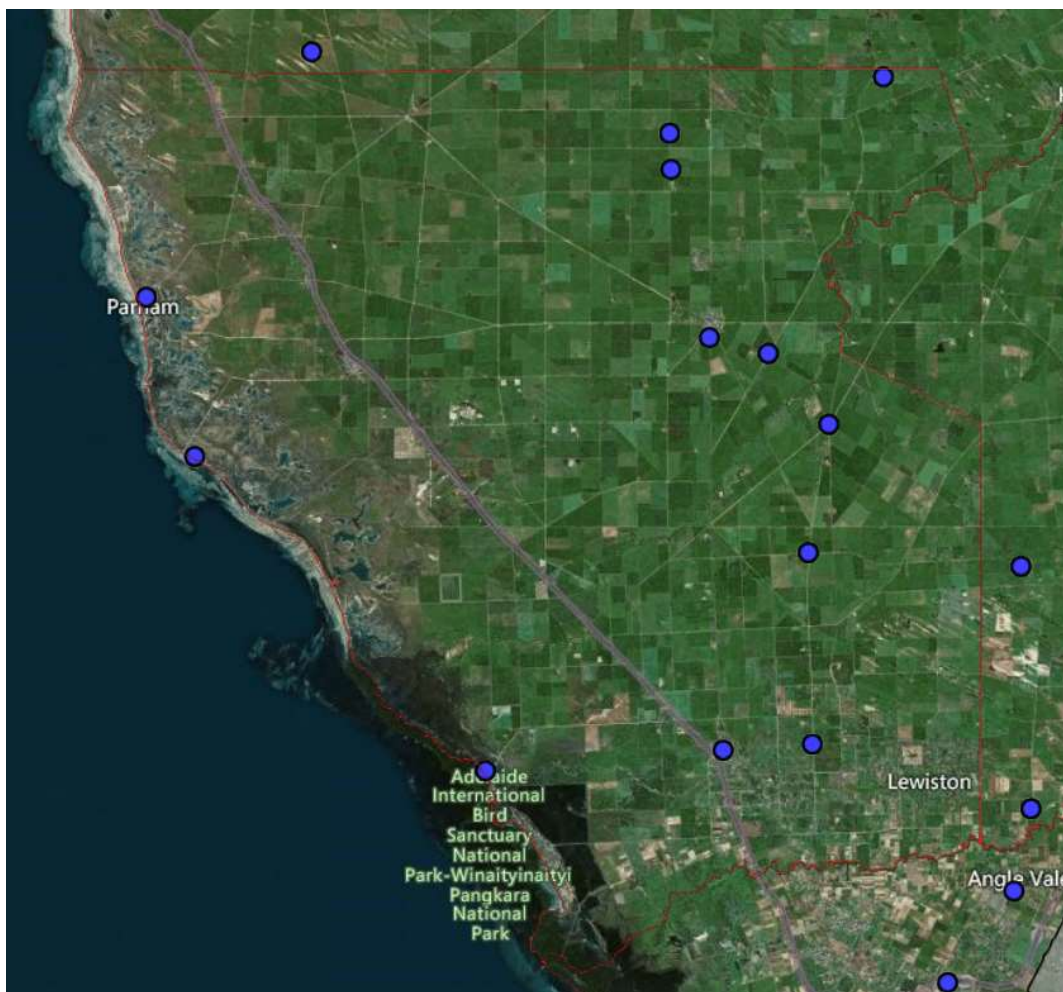
Compared to other regions, Adelaide Plains is less well known for tourism experience. Opportunities to augment visitor experiences should be considered.

<sup>28</sup> [caravanindustry.com.au/caravanning-and-camping-most-popular-holiday-type-for-australians-in-2019-with-60-million-holiday-nights](https://caravanindustry.com.au/caravanning-and-camping-most-popular-holiday-type-for-australians-in-2019-with-60-million-holiday-nights)

### *Telecommunication Black Spots*

Telecommunication services are provided by the private sector operating within Australian Government guidelines.

The Mobile Black Spot Program<sup>29</sup> identified gaps with community input until 2018 at which time it closed for nominations. Local communities and councils are encouraged to engage with the mobile network operators and infrastructure providers, as well as state governments, to explore opportunities to improve coverage through Federal and state government initiatives. Experience has shown that when local communities and councils engage with the mobile providers it increases the likelihood of an application being put forward under government funded programs.



*Black Spots Identified in 2018*

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<sup>29</sup> [infrastructure.gov.au/media-technology-communications/phone/mobile-services-coverage/mobile-black-spot-program/faq](https://infrastructure.gov.au/media-technology-communications/phone/mobile-services-coverage/mobile-black-spot-program/faq)

The Peri-Urban Mobile Program (PUMP)<sup>30</sup> is a grants program that provides funding to improve mobile connectivity in bushfire priority areas along the edges of Australia's major cities. The program targets long standing mobile coverage and reception issues in the peri-urban fringes of Australia's major cities.



*Lewiston, Two Wells and part of Port Wakefield Highway are eligible for funding to improve mobile connectivity under the Peri-Urban Mobile Program. A planning application has been lodged for a mobile tower in Lewiston.*

With community input, Council can engage with authorities where needed to improve mobile coverage.

<sup>30</sup> [infrastructure.gov.au/media-technology-communications/phone/mobile-services-coverage/peri-urban-mobile-program](https://infrastructure.gov.au/media-technology-communications/phone/mobile-services-coverage/peri-urban-mobile-program)



### *Utilities Infrastructure*

Water, sewer, electricity, gas, and communications infrastructure are important for residents and business to plan their future. Solar renewables are establishing, noting Adelaide Plains is part of the SA wide electricity network.

New development, be it housing or business, is responsible for funding connections to utilities infrastructure. However, some infrastructure needs augmenting, and this can be a barrier to growth.

As a rapidly growing local government area, provision of infrastructure is an ongoing challenge. Timing of infrastructure provision, funding and what infrastructure is the responsibility of council, state government or private sector needing to be addressed.

RDA Barossa have priorities<sup>31</sup> around water systems, energy for industry, high value agriculture, and an international standard equine centre.

The proposed Adelaide Plains/Light Regional Council subsidiary aims to advocating and assist securing infrastructure enhancements. This is for infrastructure that is the direct responsibility of councils as well as that of other agencies.

Sewer for the new housing estates at Two Wells is the responsibility of the private sector. Council operates CWMS at Mallala and Middle Beach. Council is investigating a CWMS for the original township at Two Wells.



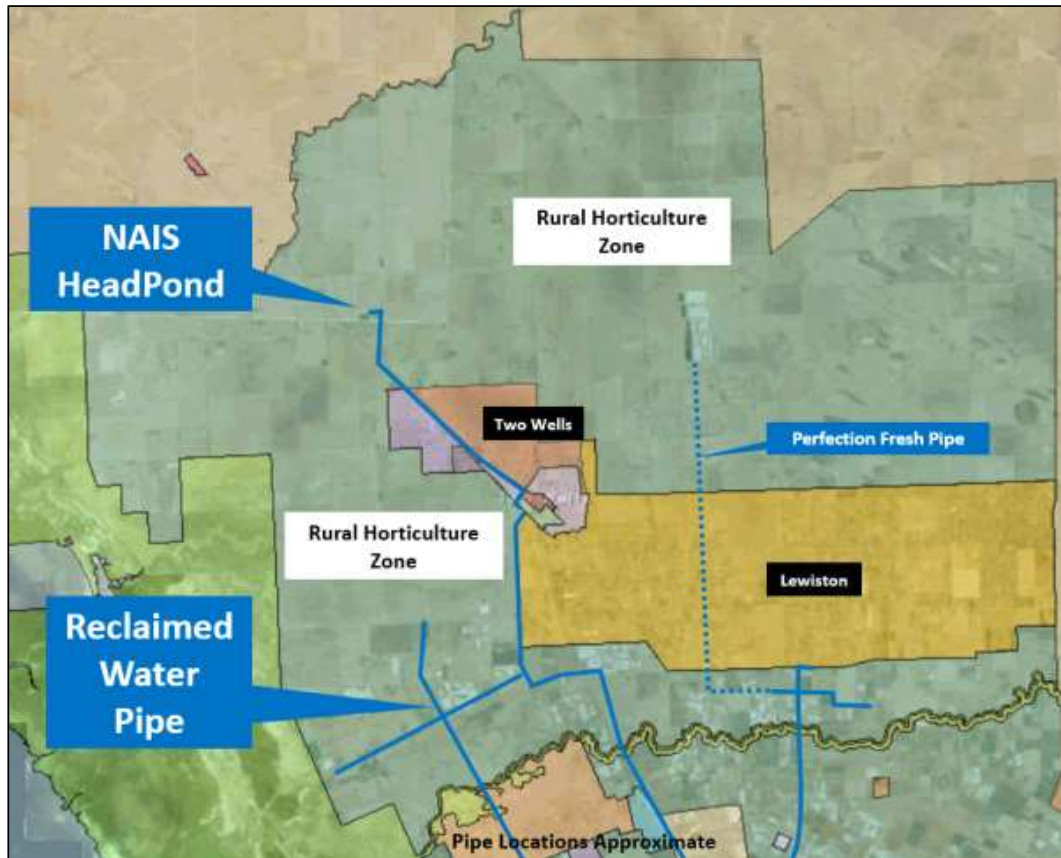
Examples of Utilities Infrastructure provided by Agencies

Ongoing work involving infrastructure providers, government and private sector is needed to ensure sufficient utilities for growth.

<sup>31</sup> [barossa.org.au/priorities/](https://barossa.org.au/priorities/)

### *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<sup>32</sup> <sup>33</sup>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.

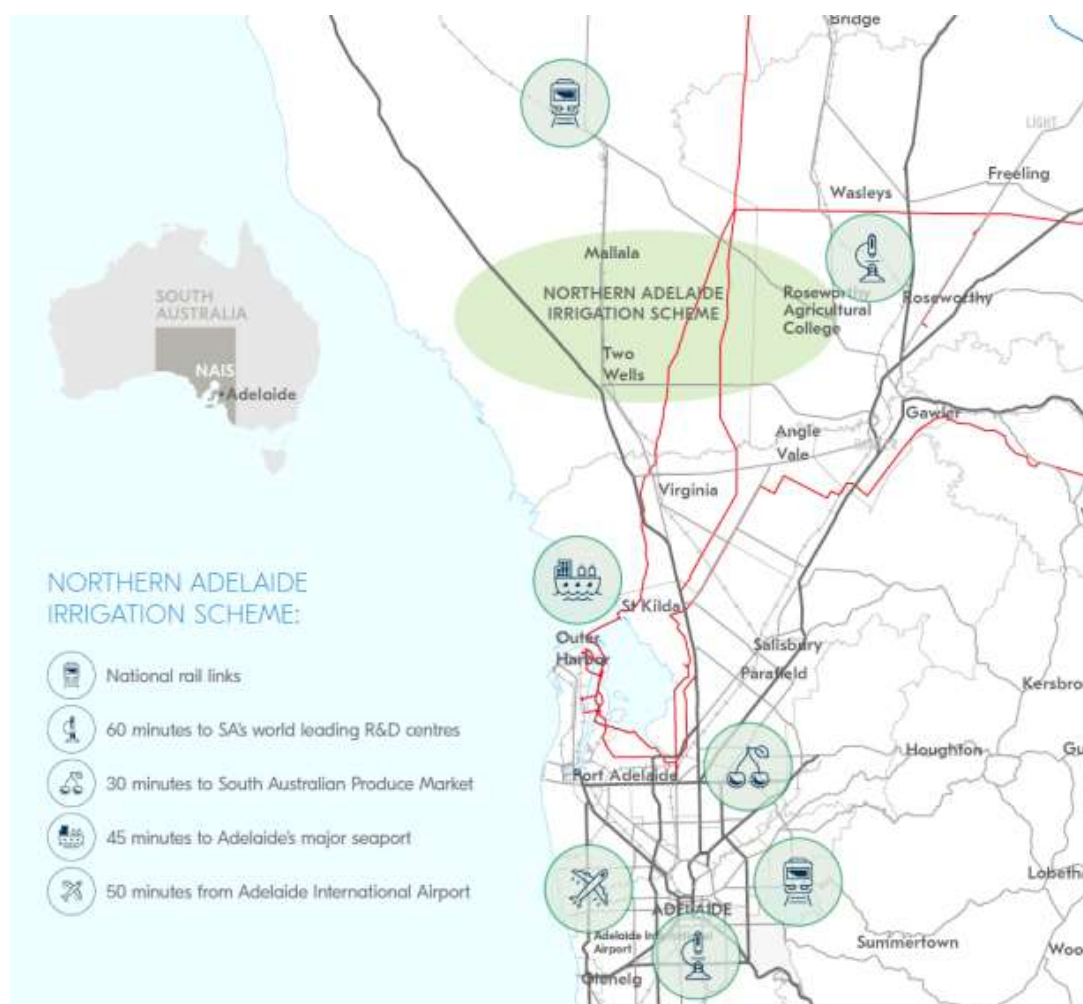
Capital contribution, availability charges and consumption charges all form part of potential users of NAIS accessing the water. [sawater.com.au/naais/invest-in-naais](https://sawater.com.au/naais/invest-in-naais)

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.

<sup>32</sup> Australian Government \$45.6M and SA Government \$110M. SA Water NAIS Call for Project Proposals 2018

<sup>33</sup> [nationalwatergrid.gov.au/program](https://nationalwatergrid.gov.au/program)

This results in economic development, particularly horticulture, not being stimulated. The Rural Horticulture Zone is a total area of 17,600 hectares.



Success of the Northern Adelaide Irrigation Scheme is fundamental to the liveable growth of Adelaide Plains<sup>34</sup>

The Northern Adelaide Irrigation Scheme: Market Proving Study<sup>35</sup> was undertaken by Arris for Council in 2015. The Allied Food Industries Land Supply Study<sup>36</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.

<sup>34</sup> Image from SA Water NAIS Call For Project Proposals 2018

<sup>35</sup> [Microsoft Word - Market Proving Study draft.docx \(apc.sa.gov.au\)](#)

<sup>36</sup> [apc.sa.gov.au/\\_data/assets/pdf\\_file/0017/355211/Allied-Food-Industries-Land-Supply-Study.pdf](#)

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)

AIS 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).

Council decision of 28 February 2022 'that the Chief Executive Officer brings back a report detailing the benefits or otherwise to Adelaide Plains Council and its ratepayers in reducing the size of the Horticultural Land tenure sizes within areas of Adelaide Plains Council and details the process involved and position of Department of Planning to support same.'

The Northern Adelaide Plains Food Cluster<sup>37</sup> is an industry-led organisation driving the strategic direction for the Northern Adelaide Plains with a focus on increasing profitability and sustainability for local businesses.



NAIS is intended to foster 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, economic development and employment.

The uneconomic pricing of water as a barrier entails APC continuing advocacy with SA Water.

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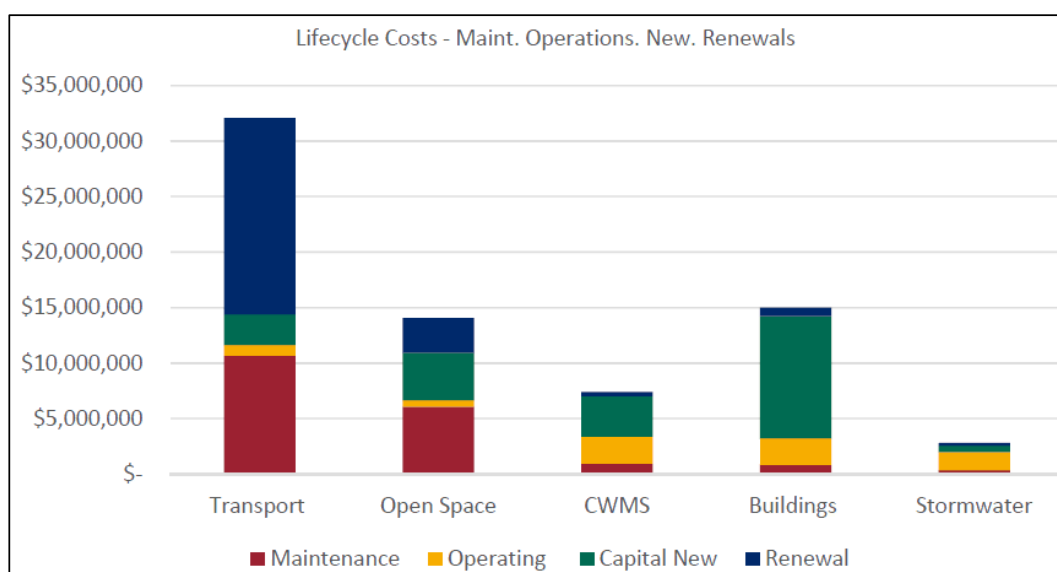
<sup>37</sup> [northernadelaideplains.com.au/about-the-cluster](https://northernadelaideplains.com.au/about-the-cluster)



### 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) at Mallala and Middle Beach
- Buildings
- Open Space – shelters, play equipment, seating etc



Operational and maintenance costs for the next 10 years are forecast<sup>38</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.

<sup>38</sup> Numbers are summarised from the draft Asset Strategic Plan accessed mid-2021. Refer to the document for detail.

Council has limited funding capacity to increase capital works consequent on urban growth. Be it CWMS, sport and recreation, footpaths, roads, community spaces or offices.

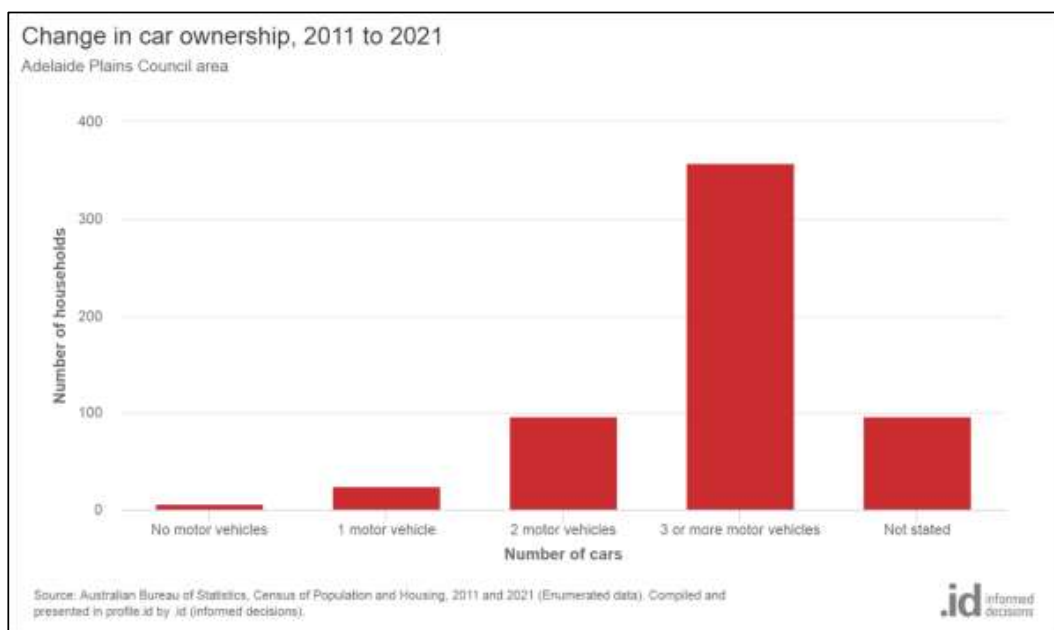
Council will work with State and Australian Governments, and community, business and development partners to realise necessary social and economic infrastructure.

## Transport

### *Car/Bus/Community Transport*

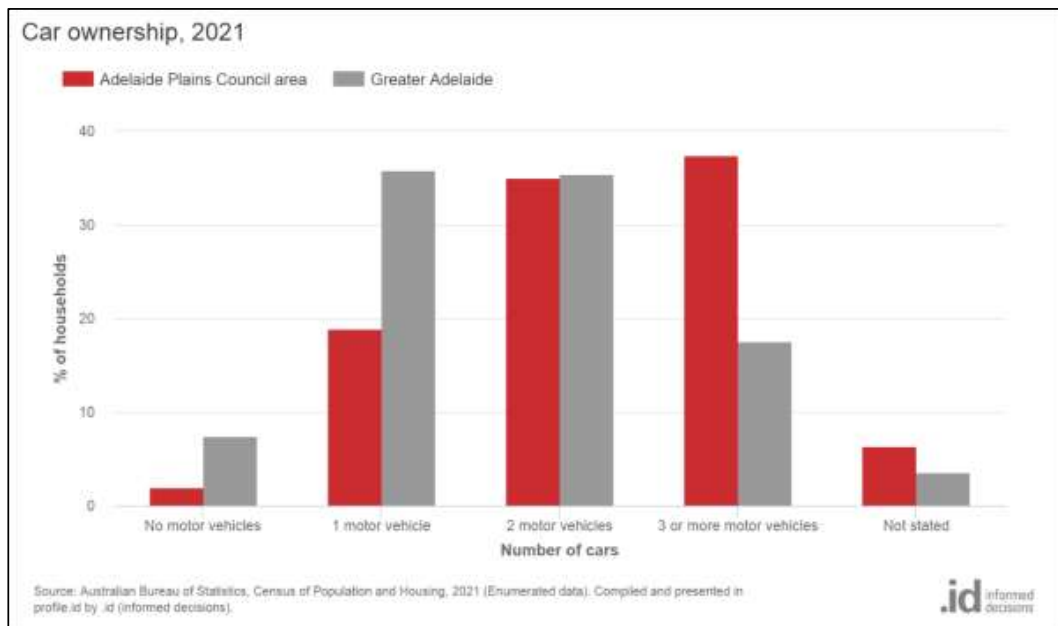
Being a functioning agricultural district with growing urban development, car ownership is high. Options<sup>39</sup> include a Council monthly bus to Gawler/Elizabeth, the Mid North Community Passenger network, and coach services. Major towns are not serviced by public transport.

Analysis of car ownership in 2016 indicates 70% of households 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 work, services, education, shopping or leisure purposes within the district or regionally.

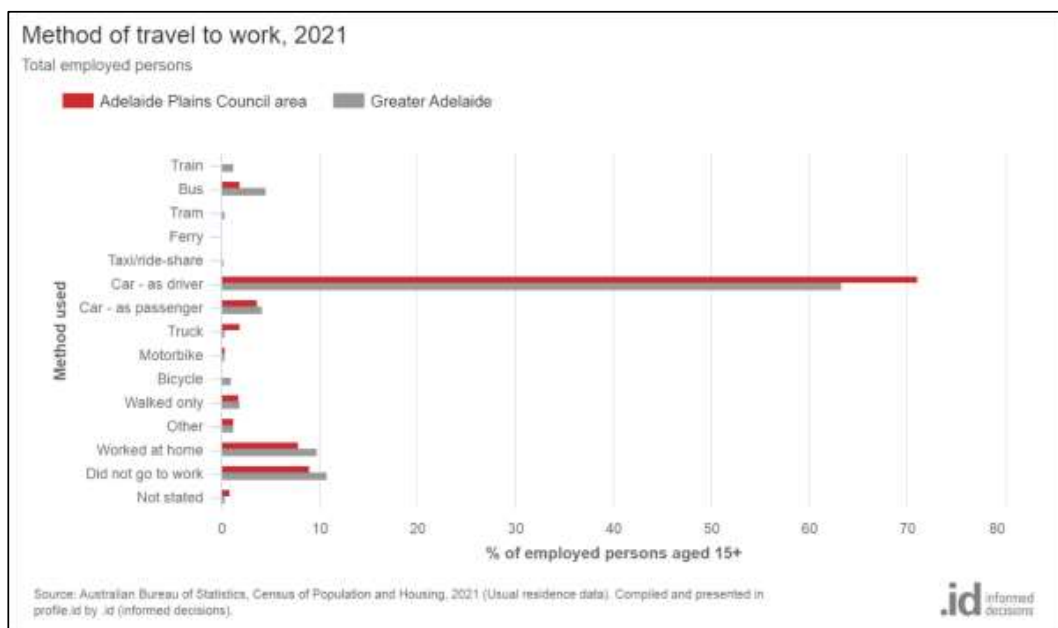


*Across Adelaide Plains, parallel with household growth has been growth in 2 and 3 vehicle households*

<sup>39</sup> [apc.sa.gov.au/council-services/community/transport](http://apc.sa.gov.au/council-services/community/transport)



*Compared to Greater Adelaide, Adelaide Plains has a higher proportion of households with 3 or more vehicles*



In 2021<sup>40</sup>, 75% of people travelled to work in a private car, 2% took public transport and 1.9% rode a bike or walked. 7.9% worked at home, a higher rate than Greater Adelaide and possibly arising from many farms and horticultural businesses also being where residents live. These statistics signify a reliance on private transport

<sup>40</sup> [apc.sa.gov.au/our-council/community-profile](https://apc.sa.gov.au/our-council/community-profile)

for existing residents to access work, services, education, shopping or leisure purposes within the district or regionally.

Advocating for improved public transport, and exploring regional community passenger network and community bus is a Lighthouse Project in the Regional Public Health Plan.



#### *Road and Rail Network*

Transport is based on a road network that caters for private vehicles, trucks, cyclists, pedestrians and buses. The train line provides national freight and passenger services, and provides for some local freight in Mallala. The line is managed by the Australian Rail Track Corporation.

The Council area currently has 181 km of sealed and 541 km of sheeted roads, with the remainder being unsealed.



Image – State maintained roads carry between 500 and 20,000 vehicles per day

#### *Electric Vehicles*

Electric vehicles, including trucks and bikes, are emerging at commercially available rates, underpinning take up. The State Government is incentivising EV charging stations<sup>41</sup> across South Australia. Whilst electric cars and ebikes are readily available, etrucks are now emerging, benefitting business. Electric vehicles primary benefit is reduced carbon output and lower traffic noise.



Image – etrucks are emerging lowering carbon and traffic noise

<sup>41</sup> [treasury.sa.gov.au/Growing-South-Australia/incentives-for-electric-vehicles](https://treasury.sa.gov.au/Growing-South-Australia/incentives-for-electric-vehicles)

*Walking/Cycling/Equine*

As the towns grow, planning for walking/cycling networks is important to enable wellbeing benefits as well as options for greater numbers of residents to move locally and to nearby work. Ebikes make nearby work in agricultural areas accessible in shorter time. Research<sup>42</sup> affirms the wellbeing and economic benefits of exercising more than 150 minutes/week. Equine movement is principally recreationally within Lewiston but with further planning, expanded trails could exist. Planning for these modes also enables recreation and tourism outcomes

Population and agribusiness growth means a significant increase in stress on the road network, especially given the lack of public transport and distances involved for work, services, education, shopping, leisure and freight.

Growth will increase some services in towns, in particular Two Wells, recognising that online services/shopping – particularly post COVID – has grown.

Growth will necessitate spending on roads accompanied by lobbying for the introduction of public transport services and augmented community transport. The business cases of traffic bypasses will need investigation, particularly at Two Wells noting residential growth of the town proper.

Increasing walking, cycling and equine infrastructure presents options for residents for better wellbeing and with ebikes, readier access to nearby agribusiness work or leisure.

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<sup>42</sup> [orsr.sa.gov.au/\\_data/assets/pdf\\_file/0009/430569/ACTIVE-LIVES-HIGHLIGHTS.pdf](https://orsr.sa.gov.au/_data/assets/pdf_file/0009/430569/ACTIVE-LIVES-HIGHLIGHTS.pdf)

## Environment

### *Natural Resource Management*

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<sup>43</sup> 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. This includes existing landscapes, native vegetation, and additional greening.

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<sup>43</sup> [landscape.sa.gov.au/ny/about-us/our-regions-plan](https://landscape.sa.gov.au/ny/about-us/our-regions-plan)



### *Fire and Flood Hazards*

Fire and flood hazards, be it from Gawler and Light Rivers, or the coast, have influenced the development of Adelaide Plains in the past.

Arising from the Emergency Management Act 2004, the framework for hazards is around risk reduction, incident operations and recovery.

Planning for growth involves considering reducing the risk from hazards as growth occurs.



Based on investigations involving emergency services, the statutory planning system establishes policy to enable development provided sited and designed with regard to hazard risk.

A new Planning and Design Code was introduced in 2021.

Planning and Land Use Services (SA Government) are undertaking investigations and Amendments to the Planning and Design Code with respect to the hazard of fire and flood risk associated with Gawler and Light Rivers. These are SA wide investigations.

Ongoing investigations are underway with respect to managing flood risk by the Gawler River Flood Management Authority. With grant funding, at Two Wells, Council is installing a levee to the east and south of town to reduce the hazard impact associated with Gawler River.

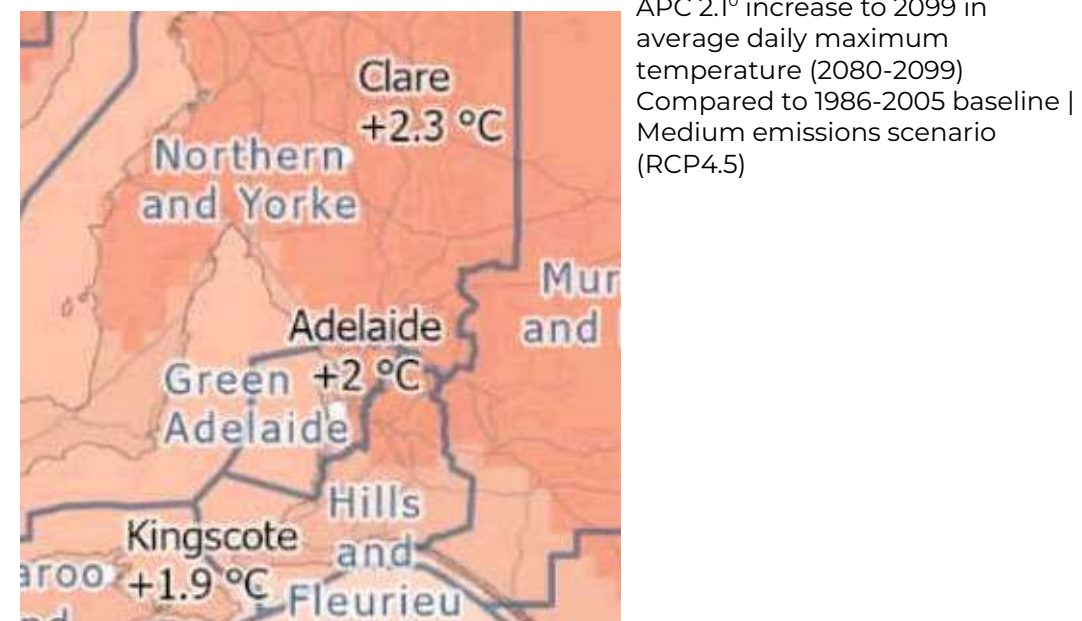
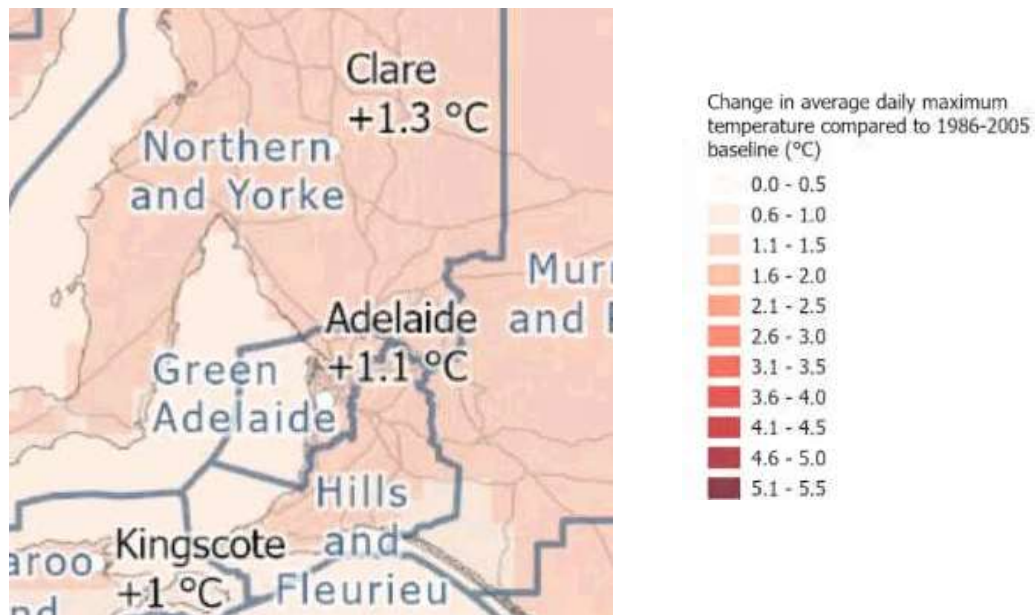
Regarding coastal inundation, past studies are informing contemporary Community Emergency Management Plans for each settlement. Past studies identify particular hazards at Middle Beach.

Better planning for flood and fire hazards improves investment potential as providing clarity about the rules by which development can and cannot occur.

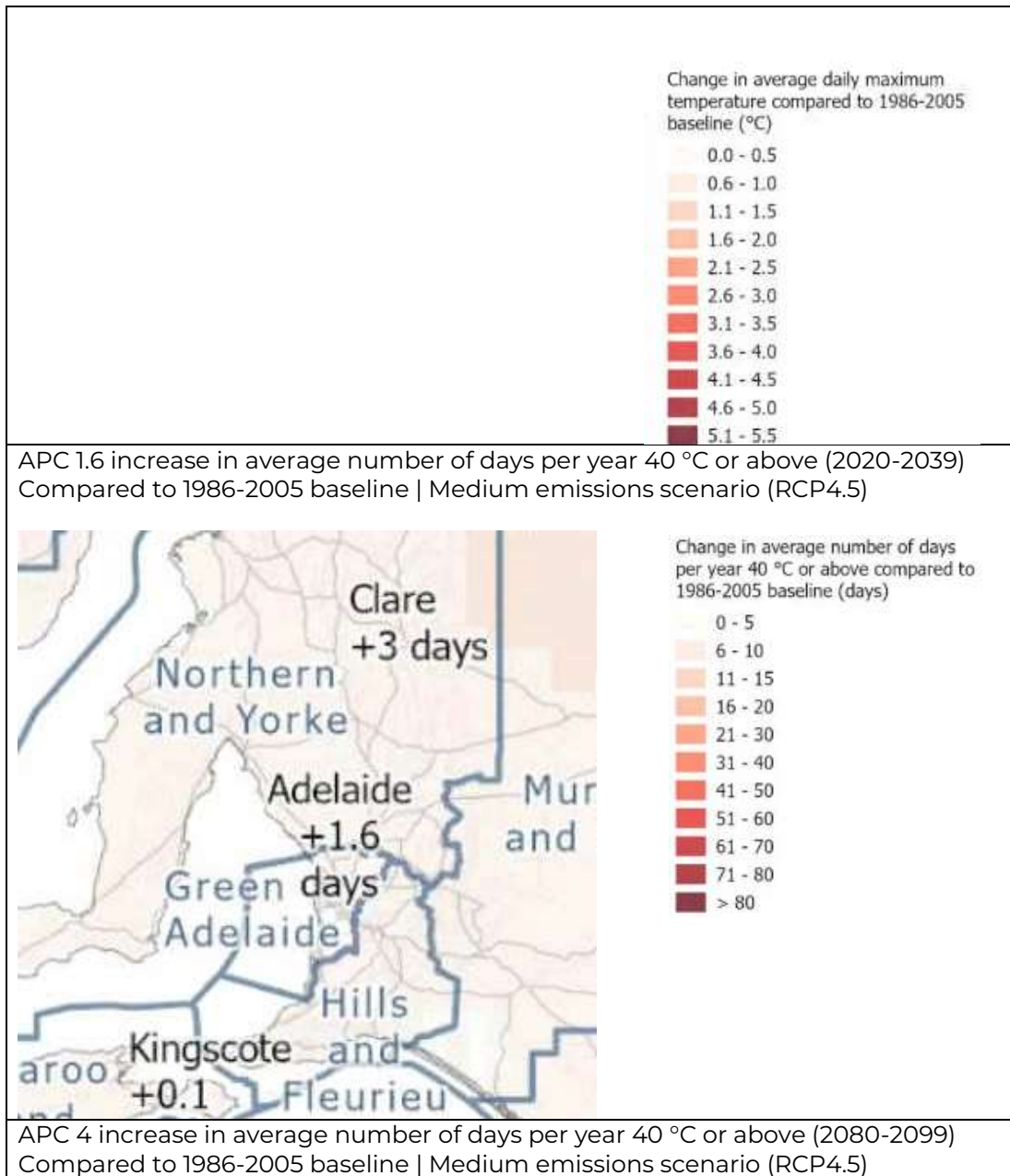
### Climate Forecasts to 2100

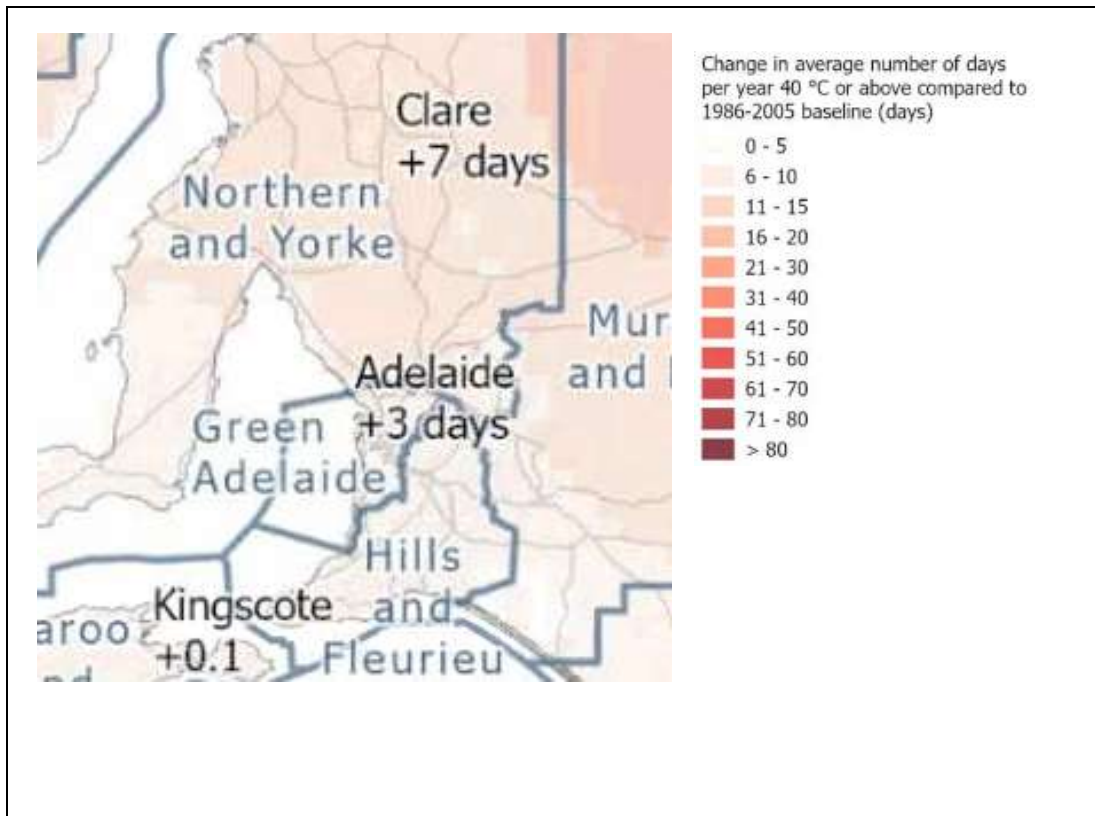
Department of Environment and Water 2022<sup>44</sup> analysis project increasing average temperatures, more days over 40 degrees, and lessening rainfall.

APC 1.2° increase to 2039 in average daily maximum temperature (2020-2039)  
Compared to 1986-2005 baseline | Medium emissions scenario (RCP4.5)

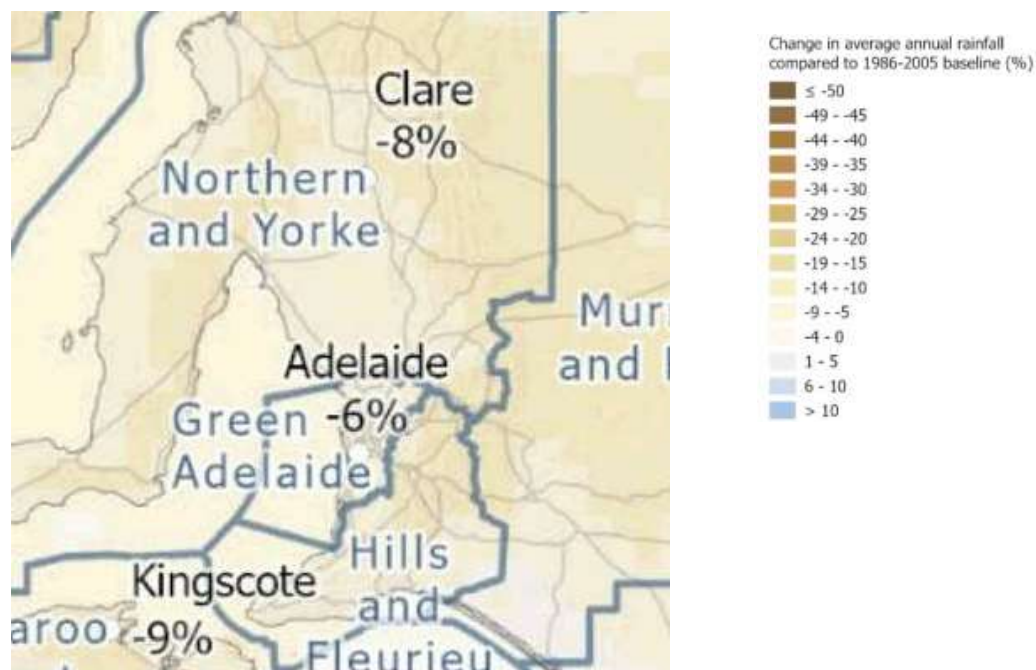


<sup>44</sup> [environment.sa.gov.au/topics/climate-change/climate-science-knowledge-resources/latest-climate-projections-for-sa](https://environment.sa.gov.au/topics/climate-change/climate-science-knowledge-resources/latest-climate-projections-for-sa)

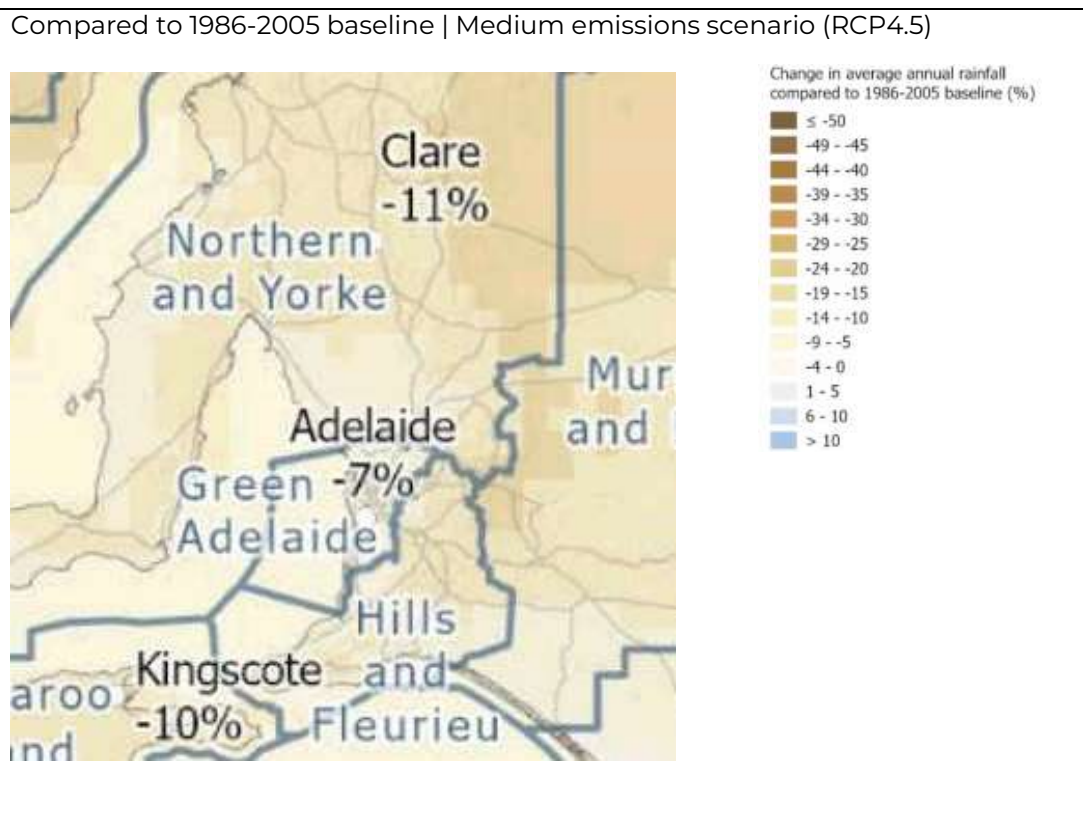




APC 7% decrease to 2039 in average annual rainfall (2020-2039)  
Compared to 1986-2005 baseline | Medium emissions scenario (RCP4.5)



APC 9% decrease in average annual rainfall (2080-2099)



### Heritage

Adelaide Plains forms part of Kaurana Country. European settlement commenced as part of the European settlement of South Australia from 1836. Two Wells, Mallala, and Dublin are established towns, with coastal settlements at Parham, Webb Beach, Thompsons Beach, and Middle Beach. Extensive rural living and animal husbandry is at Lewiston. Other settlements include Windsor, Lower Light, Redbanks, Fischer, Barabba, Port Gawler, and Wild Horse Plains.

Identifying and conserving places of heritage value bring benefits economically, socially and environmentally.

A Heritage Australia 2010 study<sup>45</sup> concluded:

- Although some participants in the market may tend to shy away from heritage listed property, they wrongly perceive that such properties have inherent economic and restrictive problems, whereas there is a distinct and lucrative value added market that can be accessed.
- That conservation can and does create employment. There are costs associated with conservation but these are more than offset by the economic, social and psychological benefits. Precinct and area

<sup>45</sup> Heritage Australia: A review of Australian Material regarding the economic and social benefits of heritage property' - P Wills and C Eves for the NSW Heritage Office, March 2010



conservation helps people maintain their socio-cultural identity which would more than likely be lost through large scale demolition and redevelopment.

- Conservation does sometimes appear in the short term to come at a cost, but the long term benefits to the owner of the property and the community as a whole outweigh this cost. When carried out properly the heritage listing of a stand-alone or isolated properties can benefit the owner as well as those in the immediate vicinity

A 2005 report<sup>46</sup> by the Allen Consulting Group assessed several Australian studies which collectively demonstrated that property values are either neutrally or positively impacted by a heritage listing.

A national survey undertaken in the 2005 report revealed that 93% of the community see heritage as forming part of Australia's identity and that heritage places are important to protect. The survey also found that 80% strongly agreed or agreed that the historic houses in my area are an important part of the area's character and identity.

In 1983, a Heritage Survey of the Lower North included the District Council of Mallala<sup>47</sup>. From that, 11 places are formally recognised as being of State Heritage value.

There are no local heritage listed places in Adelaide Plains. Legislation enabling local heritage listing was introduced in 1991. A heritage review commenced in 2021, with consultants undertaking assessments regarding statutory criteria.

There are no items of National, Commonwealth or World Heritage in Adelaide Plains.

Identifying and conserving Adelaide Plains heritage is important for the social and economic value represented. Recent work progressing heritage recognition should be completed. In time, further studies undertaken.

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<sup>46</sup> Valuing the priceless: The value of Historic Heritage in Australia (research report 2), Allen Consulting Group for the Heritage Chairs and Officials of Australia and New Zealand, 2005

<sup>47</sup> [environment.sa.gov.au/topics/heritage/sa-heritage-register/heritage-surveys](https://environment.sa.gov.au/topics/heritage/sa-heritage-register/heritage-surveys)

### 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>48</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>49</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, Riverlea, 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 28,472.

This region has extensive options for future development particularly around Playford, Buckland Park, Gawler, Two Wells, Angle Vale and Roseworthy.



<sup>48</sup> Demographic Delays – How Closed Borders will Impact the Future Demand for Services, idinformeddecisions, May 2021

<sup>49</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)	2021	2041	Average % increase/PA
<b>Average Increase / Annum</b>			
250	9655 ABS	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 10,500 in 2041. Two Wells goes from being the 41<sup>st</sup> to around the 12<sup>th</sup> largest town in South Australia.

Two Wells – from SA's 41st to 12th largest town in 20 years			
		2016	2041
1.	Adelaide	1.165M	
			(Mt Barker Council 56,000)
			(Riverlea is aimed for 30,000, maybe later than 2041)
2.	Gawler	26,472	
3.	Mt Gambier	26,148	
4.	Whyalla	21,501	
5.	Murray Bridge	16,804	
6.	Mt Barker Council	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 10,500
12.	Goolwa	7,717	
13.	Nuriootpa		
14.	Strathalbyn		
15.	Naracoorte		
16.	Nairne		
17.	Millicent		
18.	Renmark		
19.	Kadina		
20.	Tanunda		
21.	Moonta		
22.	Berri		
23.	Wallaroo		
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		

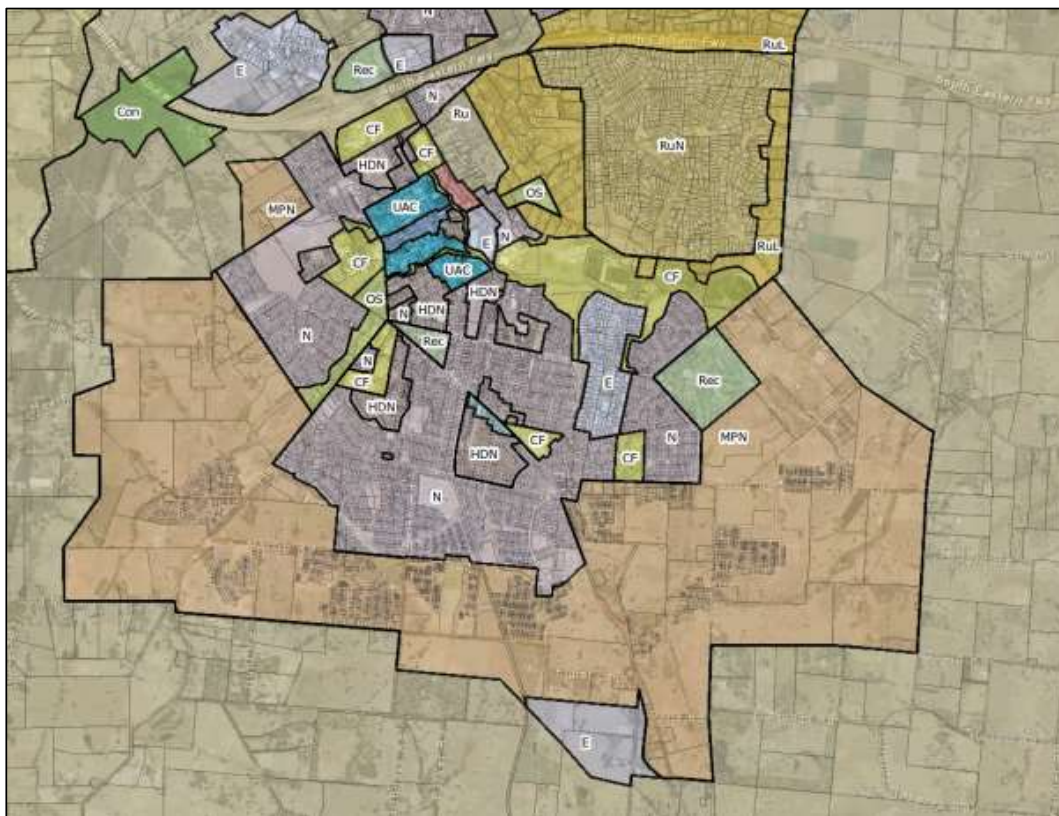
38.	Angaston	2044	
39.	Barmera	1935	
40.	Crystal Brook	1935	
41.	Two Wells	1926	
42.	Normanville	1906	

### 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>50</sup>	Two Wells <sup>51</sup>
Population Growth	21,928 4.26%PA	6,500 5.55%PA
2036	33,883	8,800
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>50</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>51</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.

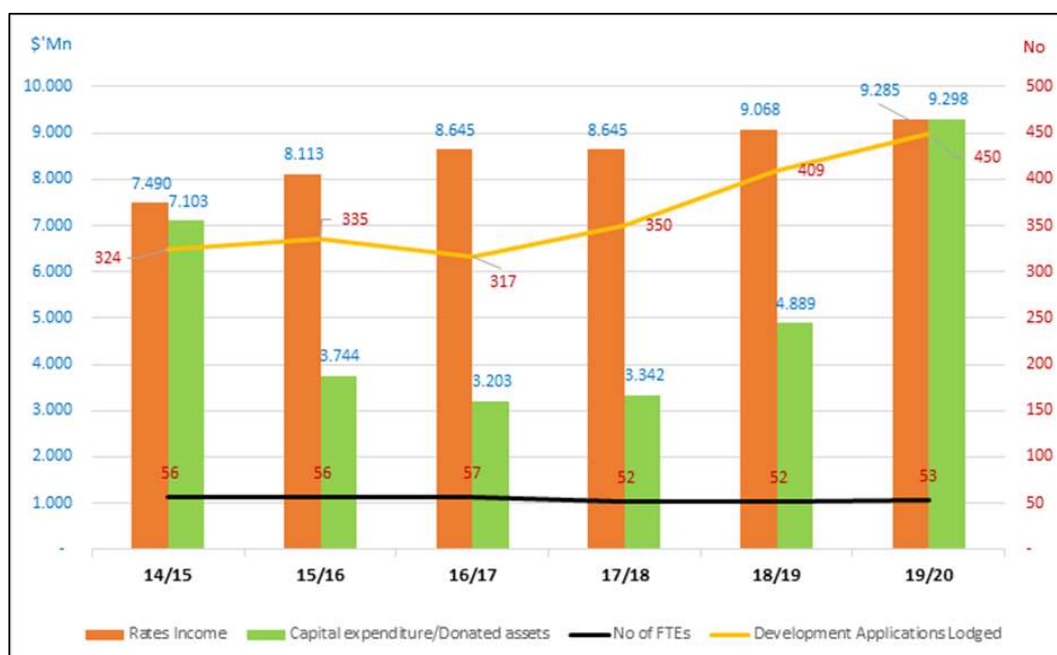
This includes future potential urban growth at Two Wells and Dublin noting Council's support for progressing two rezoning objectives. Recognising growth planned at Two Wells and Mallala, Dublin's service role in the north west and proximity to substantial areas of the Bird Sanctuary and coast, considering Dublin's future is timely.

### 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.

### **Attachment A - 30 YEAR PLAN FOR GREATER ADELAIDE**

Adelaide Plain's is part of Greater Adelaide and the targets and policies of the 30 Year Plan for Greater Adelaide<sup>52</sup> are to guide how growth of Adelaide Plains is to occur into the future.

This also means the State Planning Commission (custodians of the 30 Year Plan), and other entities such as Infrastructure SA, and all State Government agencies and departments, are interested in how Adelaide Plains is to grow..

The following tables sections analyse targets and policies for relevance to Adelaide Plains.

#### *Targets*

Targets		APC Relevance
Containing our urban footprint and protecting our resources	90% of all new housing in Outer Greater Adelaide will be built in established townships and designated urban development areas	Urban growth to be planned for
More ways to get around	60% of all new housing in metropolitan Adelaide (includes Two Wells and Lewiston) will be built within close proximity to current and proposed fixed line (rail, tram, O-Bahn and bus) and high frequency bus routes by 2045	Public transport to be advocated about and planned for.
Getting active	Increase the share of work trips made by active transport modes by residents of Inner, Middle and Outer Adelaide by 30% by 2045	Active transport to be fostered

<sup>52</sup> [livingadelaide.sa.gov.au/](https://livingadelaide.sa.gov.au/)

Walkable neighbourhoods	Increase the percentage of residents living in walkable neighbourhoods in .. Outer Metropolitan* Adelaide by 25% by 2045	"
A green liveable city	Urban green cover is increased by 20% in metropolitan Adelaide by 2045	Greening to be fostered
Greater housing choice	Increase housing choice by 25% to meet changing household needs in Greater Adelaide by 2045	Increased housing options to be planned for

*Policies – Transit Corridors, Growth Areas and Activity Centres*

Policies	APC Relevance
P9 Develop activity centres as vibrant places by focusing on mixed-use activity, main streets and public realm improvements.	Centres to be reinforced
P10 Allow for low-impact employment activities in residential areas, such as small-scale shops, offices and restaurants, where interface issues can be appropriately managed.	Provided for in SA Planning system and Planning and Design Code
P11 Ensure new urban fringe growth occurs only within designated urban areas and township boundaries and outside the Environment and Food Production Areas, as shown on Map 3.	Plan for growth
P12 Ensure, where possible, that new growth areas on the metropolitan Adelaide fringe and in townships are connected to, and make efficient use of, existing infrastructure, thereby discouraging “leapfrog” urban development.	Growth is to reinforce townships

*Policies – Design Quality*

Policies	APC Relevance
P25. Encourage urban renewal projects that take an all-inclusive approach to development by including streetscapes, public realm, public art and infrastructure that supports the community and responds to climate change.	Need to plan for integrated growth
P26. Develop and promote a distinctive and innovative range of building typologies for residential housing which responds to metropolitan Adelaide’s changing housing needs, reflects its character and climate, and provides a diversity of price points.	Provided for in SA Planning system and Planning and Design Code
P27. Provide for transitions between higher density and multi-storey, mixed-use developments in activity centres, corridors and existing detached housing precincts.	Provided for in SA Planning system and Planning and Design Code
P28. Promote permeable, safe, attractive, accessible and connected movement networks (streets, paths, trails and greenways) in new growth areas and infill redevelopment areas that incorporate green infrastructure.	Include as part of intended walking and cycling plans



P29. Encourage development that positively contributes to the public realm by ensuring compatibility with its surrounding context and provides active interfaces with streets and public open spaces.	Provided for in SA Planning system and Planning and Design Code
P30. Support the characteristics and identities of different neighbourhoods, suburbs and precincts by ensuring development considers context, location and place.	Provided for in SA Planning system and Planning and Design Code

*Policies – Heritage*

Policies	APC Relevance
P33. Recognise the value that communities place on heritage and ensure that new development is implemented sensitively and respectfully.	Provided for in SA Planning system and Planning and Design Code
P34. Ensure heritage places and areas of heritage value are appropriately identified and their conservation promoted.	Work underway. More work needed
P35. Encourage the innovative and sustainable reuse of heritage places and older building stock in a way that encourages activity and entices people to visit.	Provided for in SA Planning system and Planning and Design Code

*Policies – Housing Mix, Affordability and Competitiveness*

Policies	APC Relevance
P36. Increase housing supply near jobs, services and public transport to improve affordability and provide opportunities for people to reduce their transport costs.	Foster employment in proximity to housing
P37. Facilitate a diverse range of housing types and tenures (including affordable housing) through increased policy flexibility in residential and mixed-use areas, including: <ul style="list-style-type: none"> <li>• ancillary dwellings such as granny flats, laneway and mews housing</li> <li>• dependent accommodation such as nursing homes</li> <li>• assisted living accommodation</li> <li>• aged-specific accommodation such as retirement villages</li> <li>• small lot housing types</li> <li>• in-fill housing and renewal opportunities.</li> </ul>	Need to monitor housing choice provision. Part provided for in SA Planning system and Planning and Design Code

P39. Promote universal and adaptable housing principles in new housing stock to support changing needs over a lifetime, including the needs of those who are less mobile.	Need to monitor universal design in housing. Part provided for in SA Planning system and Planning and Design Code
P40. Use government-owned land and large underdeveloped or vacant sites as catalysts for stimulating higher density development and innovative building forms.	Relevant at Two Wells
P42. Provide for the integration of affordable housing with other housing to help build social capital.	Provided for in SA Planning system and Planning and Design Code
P43. Increase the supply of affordable housing through the provision of 15 per cent affordable housing in all new significant developments. These developments include surplus and residential government land projects; declared major developments and projects; and rezoned land that increases dwelling yield (including all new growth areas).	Need to monitor. Part provided for in SA Planning system and Planning and Design Code  Provided for in SA Planning system and Planning and Design Code
P44. Enable and encourage the provision of affordable housing through linking incentives, including the benefits of re-zoning such as planning policy bonuses or concessions to new affordable housing supply.	Consider in rezoning
P45. Promote affordable housing in well located areas close to public transport and which offers a housing mix (type and tenure) and quality built form that is well integrated into the community.	Consider in rezoning
P46. Ensure an adequate land supply is available to accommodate housing and employment growth over the longer term (at least a 15 year supply).	Need to monitor supply

*Policies – Health, Wellbeing and Inclusion*

Policies	APC Relevance
P47. Plan future suburbs and regenerate and renew existing ones to be healthy neighbourhoods that include: • diverse housing options that support affordability	Relevant for all townships and settlements, including future growth

<ul style="list-style-type: none"> <li>• access to local shops, community services and facilities</li> <li>• access to fresh food and a range of food services</li> <li>• safe cycling and pedestrian friendly streets that are tree-lined for comfort and amenity</li> <li>• diverse areas of quality public open space (including local parks, community gardens and playgrounds)</li> <li>• sporting and recreation facilities</li> <li>• walkable connections to public transport and community infrastructure.</li> </ul>	
P48. Create greenways in transit corridors, along major watercourse linear parks, the coast and other strategic locations to provide walking and cycling linkages.	Consider in trails strategy and walking cycling plans
P49. Encourage more trees (including productive trees) and water sensitive urban landscaping in the private and public realm, reinforcing neighbourhood character and creating cooler, shady and walkable neighbourhoods and access to nature.	Fostering greening and canopy needed
P50. Provide diverse areas of quality public open space in neighbourhoods (especially in higher density areas) such as local parks, community gardens, playgrounds, greenways and sporting facilities to encourage active lifestyles and support access to nature within our urban environment.	Monitor. Build on 2016 open space studies. Need a planned approach to open space, building on 2016 studies
P51. Facilitate and support the value of local ownership by supporting communities and businesses to help shape and look after their local open spaces and streetscapes.	Foster via engaging on plans and in there delivery. Part of council operations
P52. Support a diverse range of cultural initiatives, such as public art, to stimulate the revitalisation of communities and social cohesion.	Need to foster.
P53. Encourage the integration of green infrastructure in the public and private realms to support positive physical, mental and social health outcomes.	Fostering greening and canopy needed
P54. Prioritise Planning and Development Fund grants for improved access to quality public realm (such as playgrounds, linear paths and new open space purchases) at strategic locations.	Consider in actions.

*Policies – The economy and jobs*

Policies	APC Relevance
P55. Promote certainty to undertake development while at the same time providing scope for innovation.	Panning for growth fosters certainty
P56. Ensure there are suitable land supplies for the retail, commercial and industrial sectors.	Need to monitor land supply
Primary Production	APC Relevance
P57. Maintain and protect primary production and tourism assets in the Environment and Food Production Areas, while allowing for appropriate value-adding activities to increase investment opportunities (Refer to Map 5).	Need to monitor
P58. Ensure that the Environment and Food Production Areas, Character Preservation Districts and planning policies work in an integrated way to: <ul style="list-style-type: none"> <li>• protect key primary production assets and opportunities</li> <li>• facilitate local operating and investment conditions that support primary production and related agri-business development</li> <li>• enable timely business adjustment and climate change adaptation by primary producers.</li> </ul>	Need to monitor.  Council made a submission to the EFPA review in 2021
P59. Enable major new primary production and agri-business development across the Northern Adelaide and Barossa regions and in the Mount Barker-Murray Bridge corridor and prevent ad hoc land use changes that may compromise those investments.	Need to monitor.
P60. Ensure land use planning in and around the Virginia horticulture district aligns with projects for industry growth and revitalisation anticipated by the Northern Economic Plan.	Context
P62. Manage the interface between townships and adjacent primary production activities and areas of nature protection.	Provided for in SA Planning system and Planning and Design Code.
Tourism	APC Relevance
P63. Provide for sustainable tourism development across Greater Adelaide by: <ul style="list-style-type: none"> <li>• protecting, enhancing and promoting the qualities that attract tourism and are of value to the whole community</li> </ul>	Council's TED seeks to foster

<ul style="list-style-type: none"> <li>• providing appropriate support infrastructure for tourism</li> <li>• facilitating sustainably designed tourism accommodation in suitable locations</li> <li>• facilitating tourism-related developments such as restaurants, specialty retail accommodation and other value adding activities.</li> </ul>	
<b>Mining and resources</b>	<b>APC Relevance</b>
<p>P64. Protect existing mineral resource operations by:</p> <ul style="list-style-type: none"> <li>• preserving adequate separation distances between mining activities, housing and other incompatible development</li> <li>• ensuring buffers are contained within mine sites wherever possible</li> <li>• mitigating potential interface issues</li> <li>• maintaining access to freight networks.</li> </ul>	Limited mining in APC
<p>P65. Identify and protect the high pressure gas pipelines and other key infrastructure services.</p>	Provided for in SA Planning system and Planning and Design Code.
<b>Manufacturing Defence</b>	<b>How GSAP aligns</b>
<p>P68. Focus business clusters and manufacturing hubs around key transport infrastructure such as road, air, rail, sea terminals and intermodal facilities to maximise the economic benefits of export infrastructure.</p>	Important to continue to foster employment consolidation near towns
<b>Green Industries</b>	<b>How GSAP aligns</b>
<p>P70. Ensure planning controls for employment lands are flexible to allow new green technologies and industries to emerge and grow.</p>	Provided for in SA Planning system and Planning and Design Code.
<p>P71. Encourage the establishment and expansion of medium and large scale renewable energy generation within the region.</p>	"
<p>P72. Encourage the development of large scale habitat restoration and conservation projects to increase environmental and primary production values and add to local economies and employment opportunities.</p>	Need to foster
<b>Employment Land</b>	<b>APC Relevance</b>
<p>P73. Provide sufficient strategic employment land options with direct access to major freight routes to support activities that require separation from housing and other sensitive land uses.</p>	Foster employment plans near freight routes

*Policies – Transport*

Policies	APC Relevance
P74. Ensure development does not adversely impact the transport function of freight and/or major traffic routes and maintains access to markets (Refer to Map 7).	Provided for in SA Planning system and Planning and Design Code.
P75. Increase the number of neighbourhoods, main streets and activity centres where place is given greater priority than vehicle movement by adopting a 'link and place' approach.	Action included in walking cycling plans
P76. Improve the amenity and safety of public transport stops, stations and interchanges by improving their connections to adjacent development and encouraging mixed-use development and housing diversity in close proximity.	Action included in walking cycling plans
P77. Ensure that new housing (and other sensitive land uses) permitted in locations adjacent to airports and under flight paths or near major transport routes (road, rail and tram) mitigates the impact of noise and air emissions.	Provided for in SA Planning system and Planning and Design Code.
P78. Improve, prioritise and extend walking and cycling infrastructure by providing safe, universally accessible and convenient connections to activity centres, open space and public transport (see Map 8).	Walking cycling plans and trail networks planned
P79. Encourage car share schemes and public electric car charge points in transit corridors, activity centres and higher density neighbourhoods through incentives.	Action included for Two Wells
P80. Reduce car parking requirements in mixed-use areas near high frequency public transit services to encourage the use of alternative transport modes.	Provided for in SA Planning system and Planning and Design Code.
P81. Protect current and future road and rail for strategic requirements, such as ensuring adequate access to ports and other major facilities (see Map 7).	Provided for in SA Planning system and Planning and Design Code.

*Policies – Infrastructure*

Policies	APC Relevance
P82. Coordinate and link strategic infrastructure across Greater Adelaide to ensure it meets the needs of a growing population with a changing demographic profile and supports a more productive economy.	Important to integrate land use and infrastructure planning
P83. Define and protect strategic infrastructure sites and corridors from inappropriate development to ensure the continued functionality of the services they provide.	Provided for in SA Planning system and Planning and Design Code.
P84. Protect major economic infrastructure such as airports, ports and intermodals from encroachment by incompatible development and facilitate further economic activity in these locations (See Map 7).	Provided for in SA Planning system and Planning and Design Code.
P85. Provide for adequate buffer zones around water and waste treatment plants and identify complementary activities that generate economic or community benefits that can occur in these areas (See Map 9).	Provided for in SA Planning system and Planning and Design Code.
P86. Ensure that new urban infill and fringe and township development are aligned with the provision of appropriate community and green infrastructure, including: <ul style="list-style-type: none"> <li>• walking and cycling paths and facilities</li> <li>• local stormwater and flood management including water sensitive urban design</li> <li>• public open space</li> <li>• sports facilities</li> <li>• street trees</li> <li>• community facilities, such as child care centres, schools, community hubs and libraries.</li> </ul>	Important to plan as part of growth
P87. Encourage early provision of community infrastructure in fringe and township growth areas to assist in creating a sense of belonging and building community wellbeing.	Important to plan the timely provision of needed infrastructure
P88. Design and locate community infrastructure to ensure safe, inclusive and convenient access for communities and individuals of all demographic groups and levels of ability.	Actions included around the need and spatial location. Detailed design needs more work.
P89. Integrate and co-locate different community infrastructure and services in community hubs to maximise their use and enhance their economic feasibility.	Need a planned approach to social infrastructure in growth areas

*Policies – Biodiversity*

Policies	APC Relevance
<p>P90. Delineate and maintain areas with significant environmental values to protect landscape health; conserve biodiversity; and improve development certainty and transparency (represented in Map 10). This includes:</p> <ul style="list-style-type: none"> <li>• Nature Protection Areas: These are largely undeveloped areas that retain significant environmental values recognised through existing legislation. This includes protected public lands (such as conservation and marine parks), private protected lands (such as Heritage Agreements), and areas of native vegetation and listed wetlands. These areas should be protected from development unless specific exemptions apply.</li> <li>• Complementary Developed Landscapes: These are substantially modified farming landscapes where existing land uses and significant environmental values, different from those in Nature Protection Areas, co-exist in a way that provides mutual benefits. The generally open and undeveloped nature of these landscapes should be maintained through appropriate zoning to support continuation of the primary production systems that create environmental niches for target species.</li> </ul>	<p>Consider 30YP areas in more detail.</p> <p>Conservation areas provided for in SA Planning system and Planning and Design Code.</p>
<p>P91. Protect coastal features and biodiversity including:</p> <ul style="list-style-type: none"> <li>• habitats that are highly sensitive to the direct impacts of development</li> <li>• important geological and/or natural features of scientific, educational or cultural importance</li> <li>• landscapes of very high scenic quality.</li> </ul>	<p>Provided for in SA Planning system and Planning and Design Code.</p>

*Policies – Open Space, Sport and Recreation*

Policies	APC Relevance
<p>P98. Provide for a Greater Adelaide open space framework that builds on the Metropolitan Open Space System (MOSS) to create quality open space across the region. The open space will feature urban forests and parks, watercourse and coastal linear parks, trails, greenways, shared use paths and green</p>	<p>Build on 2016 Open Space studies</p>



buffers, and sustainable recreation and sporting facilities (See Map 11).	
<p>P99. Ensure quality open space is within walking distance of all neighbourhoods to:</p> <ul style="list-style-type: none"> <li>• link, integrate and protect biodiversity assets and natural habitats</li> <li>• provide linkages to encourage walking and cycling to local activities, local activity centres and regional centres</li> <li>• be multi-functional, multiuse (including the shared use of strategically located school facilities) and able to accommodate changing use over time</li> <li>• incorporate the principles of Crime Prevention Through Environmental Design for safety and amenity</li> <li>• contain appropriate and low maintenance species and locate trees to maximise shade</li> <li>• encourage unstructured recreation opportunities such as the provision of a variety of paths and children's play equipment</li> <li>• foster a connection to the natural environment through the provision of nature play spaces and urban forest opportunities.</li> </ul>	Build on 2016 Open Space studies
P100. Ensure that the Planning and Development Fund is strategically aligned to public realm and open space projects which support the implementation of Greater Adelaide's new urban form.	Part of implementing
P102. Strategically locate sports and recreational facilities to cater for community needs.	Build on 2016 Open Space studies
P103. Ensure that public open space is adequately greened and irrigated (where appropriate) to act as a natural cooling system to reduce heat island effects in urban areas.	Foster greening and canopy

#### *Policies – Climate Change*

Policies	APC Relevance
<p>P105. Deliver a more compact urban form to:</p> <ul style="list-style-type: none"> <li>• protect valuable primary production land</li> <li>• reinforce the Hills Face Zone, character preservation districts and Environment and Food Production Areas</li> <li>• conserve areas of nature protection areas</li> <li>• safeguard the Mount Lofty Ranges Watershed</li> </ul>	Plan growth to conserve agricultural and conservation land.

• reduce vehicle travel and associated greenhouse gas emissions.	
P106. Protect key coastal areas where critical infrastructure is at risk from sea level rise, coastal erosion and storm surges, and ensure new coastal development incorporates appropriate adaptation measures.	Continue hazard planning
P107. Increase the proportion of low-rise, medium-density apartments and attached dwellings to support carbon-efficient living.	Foster increased housing options
P108. Promote green infrastructure (including green roofs, vertical gardens and water sensitive design) in higher density and mixed-use developments to assist with urban cooling, reduce building energy use and improve biodiversity.	Foster greening and canopy
P109. Support a zero waste culture by reducing the waste footprint of new development.	Foster waste reduction in development, including related to Council waste operations
P111. Create a more liveable urban environment through establishing a network of greenways, bicycle boulevards, tree-lined streets and open spaces, which will have a cooling effect on nearby neighbourhoods and buildings.	Foster greening and canopy in townships open spaces and walk/cycle ways
P112. Provide the opportunity for neighbourhood-level alternative energy supplies, which may include embedded and distributed renewable energy, co-generation and smart grid/green grid technology.	Provided for in SA Planning system and Planning and Design Code.
P113. Promote energy efficiency, the use of renewable energy sources and neighbourhood level alternative energy supplies and storage in new developments to reduce energy costs and carbon footprint.	Needs more work.  Part provided for in SA Planning system and Planning and Design Code.
P114. Encourage the provision of electric vehicle charging points in new higher-density developments, large public and private car parks, activity centres and employment lands.	Potential with Two Wells growth

*Policies – Water*

Policies	APC Relevance
P115. Incorporate water-sensitive urban design in new developments to manage water quality, water quantity and water use efficiency and to support public stormwater systems.	Provided for in SA Planning system and Planning and Design Code.

*Policies – Emergency Management and Hazard Avoidance*

Policies	APC Relevance
P118. Minimise risk to people, property and the environment from exposure to hazards (including bushfire, terrestrial and coastal flooding, erosion, dune drift and acid sulphate soils) by designing and planning for development in accordance with a risk hierarchy of: <ul style="list-style-type: none"> <li>• avoidance</li> <li>• adaptation</li> <li>• protection.</li> </ul>	Continue hazard planning
P119. Improve the integration of disaster risk reduction and hazard avoidance policies and land use planning.	Continue hazard planning associated with fire, flood and coast.
P121. Ensure risk posed by known or potential contamination of sites is adequately managed to enable appropriate development and safe use of land.	Provided for in SA Planning system and Planning and Design Code.
P122. Mitigate the impact of extreme heat events by designing development to create cooler communities through the use of green infrastructure.	Foster greening and canopy

**SUBMISSION – PLANNING SYSTEM IMPLEMENTATION REVIEW**

January 2023

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## OVERVIEW

This submission is provided to the Planning System Implementation Review.

Acknowledging the wide scope of the Review, this submission focusses on particular matters of relevance to Adelaide Plains. This submission draws on:

- Submissions by Council about the EFPA in 2021 and the draft Planning and Design Code in 2020.
- A submission by the Local Government Assessment Manager Forum to the Expert Panel.
- A shared view by officers from growth councils in Greater Adelaide on planning for infrastructure.

## REVIEW BACKGROUND

During the March 2022 State Election, an election commitment was made to commission an independent review of the *Planning, Development and Infrastructure Act 2016* and the Planning and Design Code to ensure planning decisions encourage a more liveable, competitive and sustainable long-term growth strategy for Greater Adelaide and the regions.

The Minister for Planning, Hon. Nick Champion MP, has commissioned an independent panel of planning experts to conduct a review of reforms to the planning system implementation, including the:

- *Planning, Development and Infrastructure Act 2016*
- Planning and Design Code and related instruments, as it relates to infill policy, trees, character, heritage and car parking
- ePlanning system, to ensure it is delivering an efficient and user-friendly process and platform
- PlanSA website, to check usability and ease of community access to information.

We note discussion papers with questions were released on 17 October 2022.

Submissions are invited to [DTI.PlanningReview@sa.gov.au](mailto:DTI.PlanningReview@sa.gov.au)

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.

## ABOUT PLANNING FOR ADELAIDE PLAINS

Council has been and is undertaking various projects to inform the future of the Council area. This is in the context of Council's Strategic Plan 2021 to 2024 as well as Council's Tourism and Economic Development Strategy<sup>1</sup>.

Various projects underway include:

- draft Growth Strategy and Background Paper. This completed consultation in October 2022
- draft Equine Strategy and Background Paper. This completed consultation in November 2022
- updating Council's coastal adaptation strategy over 2023
- Dublin Growth and Tourism Master Planning to commence in 2023
- Council Wide social and community infrastructure planning, and updated open space planning. To commence in 2023
- draft Two Wells Walking Cycling Plan. To be consulted on in 2023
- Heritage Amendment to the Planning and Design Code.

Updating policy for hazards associated with riverine flood, in particular Gawler and Light Rivers, and fire, acknowledging the impacts of the Pinery fire are continuing. These are of key relevance for Adelaide Plains.

## PLANNING DEVELOPMENT AND INFRASTRUCTURE ACT

### Infrastructure Schemes

Planners from growth Councils of Greater Adelaide have collaborated on preparing a response to the Expert Panel regarding the need to establish workable infrastructure schemes for large and complex land developments.

The collaborating councils include Adelaide Plains, Gawler, Light Regional, Onkaparinga, Playford, Salisbury, Mount Barker and Barossa. Each Council will be forwarding an individual response.

The councils agree with the expert panel that as provided in the *Planning, Development and Infrastructure Act 2016* (the Act) the General and Basic infrastructure scheme are overly complex and difficult to work with, if operatable at all.

Two quotes from the Expert Panel Discussion Paper are illuminating:

*"The provisions regarding general infrastructure schemes have **not yet** commenced and before they have commenced, the Commission must conduct an inquiry into the schemes in relation to the provision of essential infrastructure under Part 13 of the PDI Act, and a report on the outcome of the inquiry must be laid before both Houses of Parliament (pg. 31)".*

This is a very concerning delay in the provision of essential infrastructure, which in turn would be a drag on project implementation and overall economic development, despite the Act being in place since 2016.

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<sup>1</sup> [apc.sa.gov.au/our-council/council-documents/councilplans](https://apc.sa.gov.au/our-council/council-documents/councilplans) accessed 18 October 2022

The Discussion Paper also highlights the complexity of managing these infrastructure projects:

*“The legislative provisions surrounding infrastructure schemes under the PDI Act are **far more detailed and complex** than the legislative provisions in most other jurisdictions (pg. 33)”.*

Councils have responded to this legislative and policy gap with local developer contributions schemes using Deeds and Infrastructure Agreements anchored to affected properties by Land Management Agreement/s. In some cases, separate rates are levied on properties once developments reach a trigger.

**Adelaide Plain’s infrastructure experience can be characterised as the misalignment of infrastructure planning by State level entities with planning for land use growth.**

Two Wells grew at 4.8% per annum from 2016 to 2021. Two Wells comprises 80% of population growth in Adelaide Plains. A rate of 4.8% population growth is a similar rate to that of Mt Barker and far higher than Greater Adelaide.

Population growth at high rates needs matching planning and delivery of infrastructure.

Council acknowledges its own infrastructure role and has aligned its 10-year financial plan and asset plans to support population growth that is liveable and sustainable. This includes Council’s role in community facilities, open space, greening, transport and base council services).

Infrastructure agencies are generally well set up to work with land and property developers with individual development proposals.

Infrastructure agencies are however less well set up to deal with councils who present different issues when undertaking planning for growth and subsequent Code amendments.

There is a not insignificant gap in operational practice of agencies. A few examples:

- The intent of the 2018 Northern Food Bowl Protection Areas Development Plan Amendment rezoning a significant portion of Adelaide Plains for development of horticulture and agribusiness development was supported by SA Water. However, for land owners with land now rezoned, the cost of water infrastructure works is cost prohibitive. To date, the outcome has been markedly slow take up of land for horticulture and agribusiness, notwithstanding ongoing discussions involving SA Water, Council and the Northern Adelaide Plains Food Cluster.
- The intent of the 2013 Two Wells Residential Development Plan Amendment is growth of Two Wells to around 10,000 residents in the long term. Much of this population growth is occurring. However, transport infrastructure agreed prior to the rezoning via Deeds with the Department of Infrastructure and Transport (DIT) has not been delivered in the time expected. This is notwithstanding ongoing discussions involving DIT, Council, Hickinbotham as the major land developer, Catholic Education SA with a school with from zero to 600 students in three years, and the Minister for Transport.

Along with misalignment of infrastructure planning by entities with growth, **Adelaide Plains continues to experience lack of usable tools within the planning legislation to seek infrastructure upgrades associated with a proposed development that are some distance from the development site.**

Council’s planning officer’s legal ability to get council infrastructure upgraded as part of a land division (or even a major land use development) continues to present practical challenges.

- For many years, planning legislation has not allowed Councils to seek augmentation and headworks costs beyond the boundaries of the site of the proposed development.
- This has been confirmed over the years by letters from Planning Ministers. Council planners are legally unable to condition off-site road/drainage/CWMS upgrade costs that are needed to service and support the proposed new lots or development.
- Past views have included that Council should refuse the development in these circumstances. If Council officers are generally supportive of the proposed development provided the roads/drainage/CWMS are improved, this view is less than helpful.
- As a work around, many councils negotiate with developers parallel 'infrastructure agreements' that set out infrastructure works to be undertaken external to the site, including costings and staging. The development application is on hold pending completion of this separate process.
- The ongoing lack of a tool in the planning legislation is at odds with Planning and Design Code Policy as well as former Development Plan policy seeking proper infrastructure servicing of proposed developments.
- The infrastructure provisions in the PDI Act are convoluted and complex and not fit for purpose to be entered into for off-site needed infrastructure augmentation. The PDI Act scheme is not mandatory and has no incentive or trigger to get involved.
- State agencies, in particular SA Water and SA Power Networks, have always asked for their augmentation costs as a condition of land division consent (and their requirements are vague as to the costings) whereas any condition of like effect put on by a council would be called ultra vires by the Courts and the validity questioned on the lack of specificity
- It is not a level playing field and councils have had to approach this the hard way, without clear statutory support and reliant on developers coming to the party rather than face a refusal

Alternative solutions to Land Management Agreements and Deeds are required to enable the development of the State's strategic growth areas like Adelaide Plains. The solution needs to work for these areas because they require co-ordinated infrastructure delivery and rezoning where not all landowners are in agreement and where the infrastructure provision may have a long horizon and several providers.

The combined councils strongly believe based on our combined experiences there must be a **whole of government** approach, requiring all relevant parties to come together to discuss and ultimately agree to revised schemes for infrastructure requirements, its delivery and funding. The Councils agree with the State Government's position that infrastructure delivery must be resolved prior to the commencement of a related Code Amendment. There would be a benefit in ensuring that for certain larger-scale undertakings, detailed Structure Planning precedes related infrastructure negotiations and Code Amendments.

Given the need to expedite development in SA, a simpler system can be developed to ensure that there is a common understanding of required infrastructure contributions at the outset of each project requiring same. The combined councils contend that a 'case by case' approach as currently utilised is delaying infrastructure projects from housing to employment lands and hence holding up both orderly and economic development.

Infrastructure Schemes should be clear and straightforward in what they need to achieve based on the following principles - **strategic, equitable, sustainable and best practice, adaptive, and economical**



Within the Discussion Paper – Planning, Development and Infrastructure Act 2016 Reform Options, we note the Jurisdictional Comparison. The combined councils consider there is substantial merit in further exploring alternative legislative provisions noting there is support within the combined councils for a similar approach taken by the Victorian Planning Authority. It is noted that the State of Victoria has been operating a Developer Contributions Scheme since 2003.

The combined councils have been asked to respond to the following questions on Infrastructure Schemes posed by the Expert Panel:

*1. What do you see as barriers in establishing an infrastructure scheme under the PDI Act?*

- Acknowledging that one of the schemes is not operational, the schemes are overly complex with numerous decision-making points by different owners.
- Councils are concerned that most of the decision making, and control comes from the State Government when Local Government has the knowledge, links to the community and current and future ownership of most of the infrastructure.
- The schemes provide no guidance on where the upfront investments will come from.
- The schemes provide no usable planning tool for off development site infrastructure augmentation.
- Separately, the schemes place considerable responsibility on the 'Scheme Coordinator' role, making this the subject of potential governance risk in conducting negotiations with more than one landowner/ developer.
- The Scheme Coordinator approach may lack the ability to involve key stakeholders, e.g. government agencies and/ or key utilities to ensure timely deliverables.

*2. What improvements would you like to see to the infrastructure scheme provisions in the PDI Act?*

- It is considered the issues identified in question 1 plus the recommendations in questions 3 should be considered.
- Infrastructure definitions be reviewed to incorporate open space and recreational facilities
- The Act should be amended to ensure Structure Planning of growth areas with infrastructure designs and costings occurs prior to the rezoning process.
- The Act needs to require that the State Government provides for an effective whole of government infrastructure co-ordination that aligns with Regional Plans, including funding mechanisms for infrastructure agencies. It is difficult for councils to engage with infrastructure providers (e.g. SA Water, SAPN/Electranet and the Department for Education) at the strategic planning and rezoning stages. Agencies need to be committed to providing services to facilitate and support development opportunities.

*3. Are there alternative mechanisms to the infrastructure schemes that facilitate growth and development with well-coordinated and efficiently delivered essential infrastructure?*

A 'Whole of Government' approach (including Transport, Education, Health and Wellbeing, Emergency Services, Environment, Recreation and Sport, Local Government etc.) via an empowered authority would appear to be an effective alternative model to consider exploring.

For instance, the Victorian system has been identified as having a better coordinated infrastructure model and provides an example of measures that could be adapted to SA such as:

- Predetermined contribution costs for various types of infrastructure, with the ability to alter the agreed cost when identified in a structure plan.

- A State infrastructure fund to pay for infrastructure prior to development proceeding and costs being recouped.
- A minimum requirement that 10% of land is allocated towards key infrastructure at the structure planning stage.

Anecdotal feedback suggests the Victorian model benefits all stakeholders (including landowners, developers, communities, local authorities, State Departments/agencies, key utilities etc.) by being aware of a contribution-based approach in contemplating rezoning and development opportunities.

The combined councils are interested in exploring such a model with the State Government and other stakeholders, acknowledging the councils would maintain an interest in continuing to manage key local infrastructure decisions and delivery management arrangements.

Any processes need to ensure key triggers for delivery of required outcomes. As development assessment is problematic as a trigger for infrastructure delivery and relying upon the Land Management Agreement/ Infrastructure Deed model can also be problematic. It is considered that creating another legislative device that can be attached to an affected Certificate of Title, similar to a LMA may be worth considering as an addition to the current tools.

#### **Environment and Food Production Area**

As you are aware, the Environment and Food Production Area (EFPA) was brought into operation in 2017 under the *Planning, Development and Infrastructure Act 2016*. The Act requires the Commission to review the EFPA every five years. The next five-year Review is due in 2027.

Council made a formal submission to the 2021 EFPA Review (**Appendix A**). The outcome of the 2021 EFPA Review were minor boundary changes.

Two matters in our submission were considered out of the scope of the review by the Commission.

These include the EFPA:

1. Not Allowing Housing with Horse Keeping or Dog Kennelling, despite this form of development being appropriate within the EFPA.
2. Not being reflected in the Planning and Design Code being Discordant with the EFPA, sending confusing mixed messages to land owners and potential investors and needing immediate change.

The fact that the matters raised in our submission remain not considered is the sign of a planning system needing reform.

The matters raised in our submission continue to influence the orderly development of land in a manner consistent with the EFPA.

We ask that the Review consider the current legislative tools that underpin the EFPA and gaps in their operation. Particularly where EFPA and Planning and Design Code policy are inconsistent.

Ideally, we'd like the two matters in our submission 'addressed and resolved'. If not possible, we seek that the Review consider whether the legislative tools in the PDI Act guiding the operation of the EFPA are fit for a contemporary planning system.

**Deemed Planning Consent**

The Local Government Assessment Manager Forum submission (**Appendix B**) identified a range of problems with the current arrangements for Deemed Planning Consents.

The submission states 'Assessment managers are of the view the deemed consent approach does not provide a basis for collaborative relationships with applicants that in turn deliver more appropriate planning outcomes'.

The submission identifies only Queensland has deemed consents, with NSW having deemed refusals, and Victoria, WA and Tasmania providing for review by a court on the facts and the court making a considered and independent determination on the application.

On the basis of the Local Government Assessment Manager Forum's submission to the Expert Panel, Council supports a review of the Deemed Planning Consent approach.

**Deemed Approval/Minor Variations**

The Local Government Assessment Manager Forum submission (**Appendix B**) identifies a range of problems with the current arrangements for Deemed Approvals/Minor Variations.

The submission states 'There are some examples of accredited professionals interpretation being such that they have effectively undertaken a performance assessed development, including on notifiable development.'

'This issue is exacerbated with the ambiguity that is created with s106(2) of the Act in relation to minor variations. The Deemed to Satisfy (Minor variations) is subject to various interpretations and has created uncertainty and delayed approvals, as identified by the Panel's discussion paper. This varying interpretation has resulted in poor outcomes for applicants. The difficulty with the interpretation was highlighted when a cross sector working group established by PLUS was unable to define what constitutes minor variations.'

On the basis of the Local Government Assessment Manager Forum's submission to the Expert Panel, Council supports a review of the approach to Deemed Approvals and Minor Variations.

**Assessment Timeframes**

The Local Government Assessment Manager Forum submission (**Appendix B**) supports the Expert Panel's observation that there should be a review of assessment timeframes.

The submission states 'It is not reasonable to expect an application for 19 plus dwellings or large-scale warehousing to be assessed in 20 days, yet this is currently the case.'

On the basis of the Local Government Assessment Manager Forum's submission to the Expert Panel, Council supports a review of the Assessment Timeframes.

**PLANNING AND DESIGN CODE****Trees**

We note the Discussion Paper considers trees not in metropolitan Adelaide as well as Native Vegetation. These involve Adelaide Plains.

The Discussion Paper questions posed are below in italics.

*Tree Canopy*

*Q What are the implications of master planned/greenfield development areas also being required to ensure at least one (1) tree is planted per new dwelling, in addition to the existing provision of public reserves/parks?*

*Q If this policy was introduced, what are your thoughts relating to the potential requirement to plant a tree to the rear of a dwelling site as an option?*

We support one tree being required on each dwelling site in master planned/greenfield development areas. Increasing risk of heat is a known climate change hazard. Requiring one tree in association with a proposed dwelling works to increase onsite shade and greening and contribute to a cooler, more climate friendly master planned housing estate.

Most householders plant one tree in the rear yard. If a tree is planted in the front yard, from a compliance perspective, it can easily be viewed from the street. Resources for compliance are an ongoing issue for council.

Preference for planting in the front or rear yard depends on orientation of the lot. Shading the house itself is just as important as the rear yard. Council is open to Code 'required' trees being planted in the front or rear yards provided Adelaide Plains Council areas is included in State commissioned aerial photography of tree coverage. Current tree mapping does not cover Adelaide Plains.

We support further expansion of community education about greening into Adelaide Plains.

*Native Vegetation*

*Q What are the issues being experienced in the interface between the removal of regulated trees and native vegetation?*

*Q Are there any other issues connecting native vegetation and planning policy?*

Council officers have observed numerous applicants for development formally 'declaring' their proposed development does not impact Native Vegetation and only on limited occasions, applicants voluntarily providing proper information justifying this declaration. This is accepted as Council officers are not in a position to check the validity of an applicant's 'declaration'.

We support the Panel's recognition of the importance of '*...the ability for applicants to access information about whether native vegetation is present on their land, and if so, how they can avoid impacting the same.*'

Noting a range of native vegetation information and tools are on the Department of Environment and Water website, we propose these should be augmented to enable land owners to easily identify whether there is native vegetation on their land.

### Animal Husbandry Sub Zone – Local Policy

Adelaide Plains Animal Husbandry Subzone is the only location within SA that this subzone applies. Prior to the introduction of the Code, the Animal Husbandry Zone was part of the Mallala Development Plan. The Animal Husbandry Sub Zone is a subzone of a Rural Living Zone, with both overlaid by the Environment and Food Production Area.

Council made a formal submission to the 2020 consultation on Stage 3 of the draft Planning and Design Code (**Appendix C**) around the issue of the Animal Husbandry Sub Zone within the Rural Living Zone .



Figure: Adelaide Plains contains SA's Premier Rural Living/Animal Husbandry Zone

For SA's premier Animal Husbandry area, our observations about the Planning and Design Code are as follows:

- Setback patterns envisaged in the Code are not achievable when the majority of rural living lots are 30 m in width e.g. 50m setback Deemed to Satisfy (DTS) for a horse stable; 35m setback DTS for kennels, stables, shelters, associated yards.
- There is a lack of information justifying the 20-dog basis as a DTS.
- The lack of notification of large-scale horse keeping and dog keeping on large site, at odds with APC's 2020 submission

APC 2020 submission	Comment re 2022 Code
It is recommended that 'animal keeping', 'low intensity animal husbandry' and 'horse keeping' should be listed as classes of development to be exempt from notification, subject to criteria that large scale horse keeping or dog kennelling proposals will undergo public consultation.	Large scale horse keeping not notified, at odds with Council 2020 submission.  Dog keeping on sites greater than 1HA not notified, at odds with Council submission that 'large' dog kennelling be notified.

Restricted Development - the 1,000sq m floor area threshold exclusion for a 'shop' is far too generous and the 2019 figure of 200m <sup>2</sup> should be reinserted.	Shops DTS standard 50m <sup>2</sup> consistent with Council submission
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The Local Government Assessment Manager Forum submission (**Appendix B**) states 'It is recommended the Expert Panel also give consideration to the inclusion of additional local policy in the Code. The announced changes to heritage and character to bring strong controls is welcomed and this initiative should be extended to consider other policy gaps / deficiencies in the Code that have been identified by various stakeholders.'

The Code could readily be amended through Technical and Numeric Variations to call up appropriate local policy for the Animal Husbandry Sub Zone.

<p>The Animal Husbandry Sub Zone is only within Adelaide Plains</p> <p>The former Development Plan's suitable local policy was removed through creating the Planning and Design Code, notwithstanding submissions by Council.</p> <p>The Expert Panel is requested to consider a State wide approach to resourcing reinstating Code equivalent local policy – including Adelaide Plain's distinct Animal Husbandry policy - that was removed by introducing the Planning and Design Code.</p> <p>Code equivalent local policy could be further augmenting technical and numeric variations, and could be Character Statements applying in 'local areas'</p>
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### Large Sheds in Master Planned Township Zone

A development trend is for large sheds associated with new dwellings in the Master Planned Township Zone. Within Two Wells this include the Liberty and Eden housing estates that will eventually accommodate some 5 – 6000 residents.

As a peri-urban Council on the edge of Greater Adelaide, Council is receiving numerous applications for large sheds (for example, greater than 90m<sup>2</sup> and with wall heights above 3.6m) within the Master Planned Township zone and includes the following DTS maximum criteria:

- floor area 60m<sup>2</sup>
- wall height 3m
- overall height 5m

Where shed applications do not meet the DTS standards, an on balance, case by case assessment using the Performance Outcomes within the Planning and Design Code is undertaken. We note that former Development Plan had larger wall height and area criteria for sheds.

Ask the Expert Panel to be aware of trends for large sheds in the Master Planned Township Zone within peri-urban Adelaide Plains and consider existing policy parameters.
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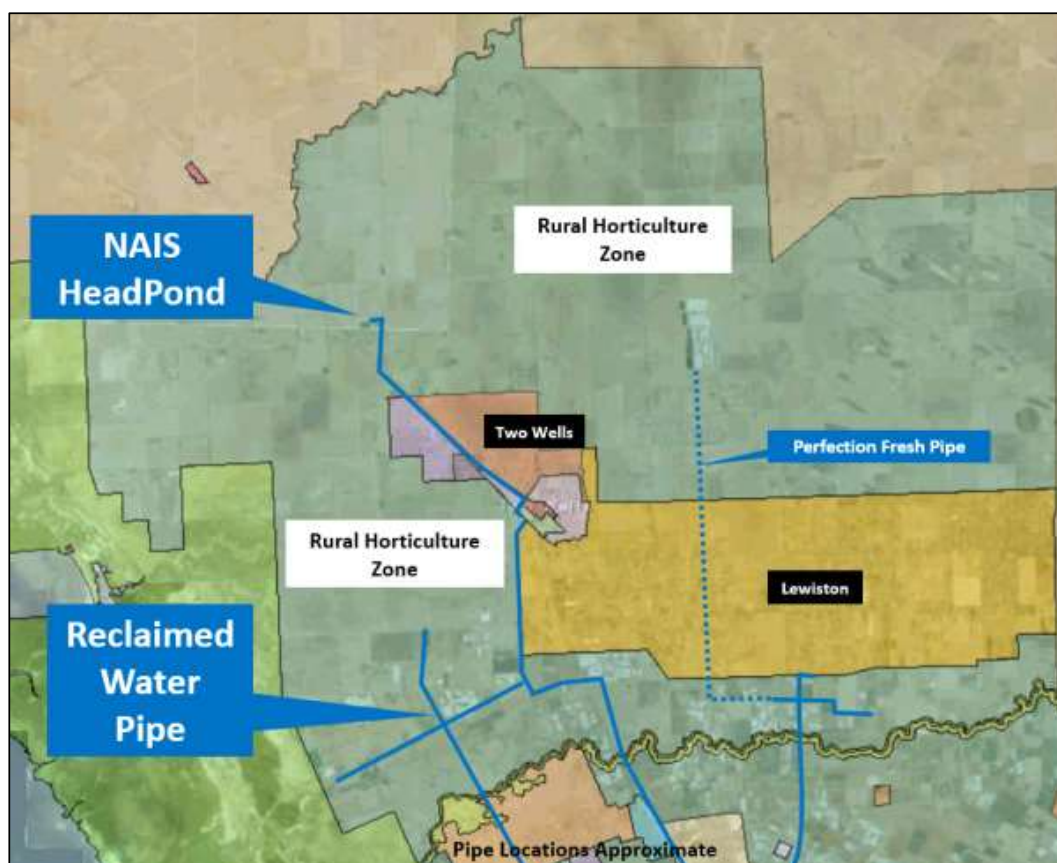
### Conflict Between Agricultural Land Uses / Buffer Zones

As a peri-urban Council on the edge of a growing Greater Adelaide, Council is experiencing increasing potential for conflicts between different rural, agriculture and horticulture land uses e.g. broadacre cropping and horticulture.

Agri-business investment is continuing, growing local employment whilst diversifying through an increasing variety of agriculturally based land uses.

Planning and Design Code policy includes buffer or separation distances between different land uses. Buffer distances and activities excluded from being able to occur within that buffer have the potential to impact on the ongoing use of land.

Acknowledging current pricing challenges with the Northern Adelaide Irrigation Scheme, the extensive broadacre cropping areas between the Light River extending to the Gawler River are envisaged for further intense value adding agribusiness and horticultural investments. This land area is a key part of the Food Bowl intent in the 30 Year Plan for Greater Adelaide, and was subject to rezoning through the Northern Food Bowl Protection Areas Development Plan Amendment in 2018. It will be important that Planning and Design Code policy is up to date to address potential for land use conflict whilst maximising agricultural yield.



*The Rural Horticulture Zone has a total area of 17,600 hectares*



The Expert Panel is advised of increasing risk of land use conflict between envisaged diversification of agricultural uses within established broad acre farming areas.

The Expert Panel is requested to identify a review is required of buffer and separation distances within the Planning and Design Code.

## **EPLANNING AND PLANSA**

### **Development Assessment Portal**

The Local Government Assessment Manager Forum submission (**Appendix B**) supports the Expert Panel's observation that there should be a review of the Development Assessment Portal (DAP).

The submission states 'It is essential that urgent enhancements are prioritised as the current DAP limitations are significantly affecting the performance of the development assessment process.'

'Given the critical role of the DAP in the system, the Expert Panel is requested to review the governance and resourcing that is necessary to sustain the DAP. There appears to be an inherent limitation with the current governance model of PlanSA determining and progressing enhancements. While there have been many enhancements, acknowledging the efforts of the department to address what they can, there remain many more that are outstanding.'

On the basis of the Local Government Assessment Manager Forum's submission to the Expert Panel, Council supports a review of the governance and resourcing that is necessary to sustain the Development Assessment Portal.

### **Verification**

The Local Government Assessment Manager Forum submission (**Appendix B**) outlines:

- The verification process of information lodged with a development application under the PDI Act is much more resource intensive.
- The increased requirements are not equally placed on an applicant to submit a complete development application.
- The system fails to account for the nuanced link between requesting full information from an applicant and the relevant authority advising the applicant at an early stage that changes are required to the proposal.
- The importance of understanding contextual information, such as COVID government stimulus, influencing processing time metric data from the Development Assessment Portal.
- A request for the Expert Panel to consider training for all participants in the industry, education, and DAP system solutions, ahead of imposing penalties on the local government sector that is facing the same resourcing challenges as other sectors.

On the basis of the Local Government Assessment Manager Forum's submission to the Expert Panel, Council supports a review of the approach to verification of information submitted for development applications and the use of data from the Development Assessment Portal.



**Appendix A Council 2021 Submission to EFPA Review****ENVIRONMENT AND FOOD PRODUCTION AREAS REVIEW**

- **Submission to State Planning Commission**

July 2021

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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.

Adopted by Council 26 July 2021

### Scope of Review



*The vast majority of land in Adelaide Plains is impacted by the EFPA*

Adelaide Plains Council (Council) acknowledges the opportunity to provide input to the Commission with respect to the Environment and Food Production Areas (EFPA) Review.

The Commission is satisfied there is sufficient supply of land across Greater Adelaide to support housing and employment growth over the next 15 years. Therefore, the Commissions review is confined only to consideration of variations to the boundary which are trivial in nature and will address a recognised anomaly<sup>2</sup>.

**Comment to Commission:**

**The matters raised in Council' submission fit within the EFPA review scope of being a recognised anomaly or trivial in nature.**

<sup>2</sup> The Planning, Development and Infrastructure Act 2016 sets out that when considering any proposed variances to the EFPA, the Commission must be satisfied with the following tests:

- Test 1: area/s within Greater Adelaide outside the EFPA are unable to support the principle of urban renewal and consolidation of existing urban areas, and
- Test 2: adequate provision cannot be made within Greater Adelaide outside the EFPA to accommodate housing and employment growth over a minimum 15-year period; or
- Test 3: variation is trivial in nature and will address a recognised anomaly.

### About the EFPA

The EFPA<sup>3</sup> has been introduced to achieve the following goals:

- 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.

These goals are given legal effect through the *Planning, Development and Infrastructure Act 2016* having a direct role in the ability to subdivide land for residential purposes within the EFPA. This is summarised below.

SUMMARY OF PDI ACT REQUIREMENTS FOR PROPOSED LAND DIVISION FOR RESIDENTIAL PURPOSES WITHIN THE EFPA	
Summary of Act	Implications
If the proposed development <b>creates lots for residential development</b> , the relevant authority <b>must refuse</b> development authorisation	Development proposing lots for residential purposes <b>MUST</b> be refused.
<p>If the proposed development <b>creates 1 or more lots</b>, a planning authority (such as CAP or staff under delegation), must not grant development authorisation unless the Commission concurs.</p> <p>If the Commission is the relevant authority, the Commission must not grant development authorisation unless the council concurs</p> <p>No appeal lies against a refusal to grant development authorisation</p> <p>Development authorisation is subject to the condition that the lots created will not be used for residential development.</p>	A planning authority's proposed decision to approve lots for non-residential purposes <b>MUST</b> be concurred with by the Commission and any approval IS SUBJECT to the condition that the lots not be used for residential purposes.
<p>Development proposing lots for the following purposes may be consented:</p> <ul style="list-style-type: none"> <li>• dwelling for residential purposes on land used primarily for primary production.</li> <li>• hotel</li> </ul>	Dwelling with primary production, motel, hotel or other temporary residential accommodation can be considered regarding the Planning and Design Code.

3

[plan.sa.gov.au/our\\_planning\\_system/instruments/planning\\_instruments/environment\\_and\\_food\\_production\\_areas#have\\_your\\_say\\_on\\_the\\_efpa\\_review](https://plan.sa.gov.au/our_planning_system/instruments/planning_instruments/environment_and_food_production_areas#have_your_say_on_the_efpa_review)

<ul style="list-style-type: none"><li>• motel</li><li>• any other form of temporary residential accommodation for valuable consideration</li></ul>	Primary production may not include horticulture, or animal husbandry depending on the specific nature of the activity
Land division for residential purposes able to be assessed during a transitional period that expired 31 March 2019	The two year period enabled divisions for residential purposes to be lodged. Such development applications are no longer possible.

Frequently asked questions about the EFPA are available via [plan.sa.gov.au/ data/assets/pdf file/0011/282935/FAQ - Environment and Food Production Areas.pdf](https://plan.sa.gov.au/data/assets/pdf_file/0011/282935/FAQ_-_Environment_and_Food_Production_Areas.pdf)

### Observations

Discussions with planning assessment staff and their experience of assisting customers understand how they can develop their land has informed Council's views about the EFPA.

### EFPA Generally Aligns with Strategic Goals of Adelaide Plains

Council's Strategic Plan 2020 – 2024 identifies a vision for the Council area. How the EFPA relates to that vision is commented on below:

Vision	How EFPA aligns?
Adelaide Plains is:	
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.	EFPA aligns well with the primary production role of agricultural areas.
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.	EFPA aligns well with the primary production role of agricultural areas, undergirding the suitability of these areas for related investment
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.	No clear alignment
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.	No clear alignment
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.	EFPA aligns well with the primary production role of agricultural areas, undergirding the suitability of these areas for related investment, including infrastructure and technology

Vision	How EFPA aligns?
<p>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</p>	<p>Council has the opportunity every five years to deliberate about the EFPA and its alignment with the vision of the Council area</p>
<p>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.</p>	<p>EFPA aligns well with the suitability of townships for residential development, undergirding their role in providing services.</p> <p>This submission identifies observations about the EFPA that warrant review in order to ensure maximum alignment with Council's vision.</p>

**Comment to Commission:**

**The EFPA generally aligns with Council's vision for Adelaide Plains as identified in the Strategic Plan 2020 - 2024, noting various matters require review and amendment.**

### EFPA Not Allowing Housing with Horse Keeping or Dog Kennelling Needs Review

The PDI Act allows subdivision for housing<sup>4</sup> in the EFPA where it is directly associated with 'primary production'.

Advice received is that 'primary production' does not include horse keeping or dog kennels as these uses, while agricultural in nature, do not result in the 'production' of a naturally occurring food or consumable item.

This means, for example, subdivision for a dwelling with horse keeping or dog kennelling triggers the EFPA whereas the same division for dwelling with primary production would not.

This presents a fundamental problem for the development of land in Zones where the Code envisages subdivision for dwellings with horse keeping or dog kennelling, such as the Rural Living Zone and Animal Husbandry Sub-Zone.

ZONES WHICH ENVISAGE SUBDIVISION FOR A DWELLING WITH HORSE KEEPING OR DOG KENNELING		
Zone	Dwelling with Horse Keeping	Dwelling with Dog Keeping
Animal Husbandry Sub Zone	Yes	Yes
Rural Living	Yes	Yes
Rural Horticulture	Yes	Less certain
Rural	Yes	Less certain

This is a particular problem with the Animal Husbandry Subzone. The prime purpose of the Zone is 'Large-scale horse keeping and dog kennelling in association with detached dwellings on large allotments'<sup>5</sup>. This zone/sub-zone has been in place in the Mallala Development Plan and now Planning and Design Code for many years, and the character of the area is largely influenced by the many dog kennels, dog breeding and horse keeping land uses.

<sup>4</sup> Section 7(18) of the *Planning Development and Infrastructure Act 2016* nominates that for the purposes of the EFPA, "'residential development' means development primarily for residential purposes but does not include— (a) the use of land for the purposes of a hotel or motel or to provide any other form of temporary residential accommodation for valuable consideration; or (b) a dwelling for residential purposes on land used primarily for primary production purposes."

<sup>5</sup> Planning and Design Code 2021

### About the Two Wells Lewiston Animal Husbandry SubZone



The Animal Husbandry Subzone can be developed with large-scale horse keeping and dog kennelling in association with dwellings. The prime difference from Rural Living is the Animal Husbandry Zone explicitly provides for up to 20 dogs/lot (as Deemed to Satisfy) and unlike the Rural Living Zone, does not limit horses to two/lot.

This area of Two Wells/Lewiston has been planned – including through the SA planning system – for more than 30 years for animal husbandry and associated residential development.

#### Comment to Commission:

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.



**EFPA Rules Not being reflected in the Planning and Design Code is Discordant and Needs Immediate Change**

A land owner can read the Planning and Design Code and conclude Rural Living Zoned land can be subdivided for housing. However, nowhere does the Code say the land can-not be subdivided due to the EFPA.

This challenge can be called discordant and a policy misalignment. It also leads to poor outcomes for customers of the planning system who are trying to make informed investment decisions.

Council planning officers undertake innumerable conversations with people seeking to acquire property having to explain that whilst the Code says one thing, the EFPA says the opposite. This occurs for instance, in all Rural Living Zones, but is a particular issue in Two Wells/Lewiston Rural Living Zone, Animal Husbandry Subzone due to the large size of the area. This is not an ideal planning system.

The Planning and Design Code is emerging as a customer friendly and easily navigable digital statutory planning instrument. The Code is being used by landowners, investors, land agents, businesses, residents, developers and planners.

The Commission and PLUS's ongoing work fine-tuning the Planning and Design Code is supported.

Given the user value of the Planning and Design Code for certainty, the lack of the EFPA 'rules' being reflected directly in the Code needs change.

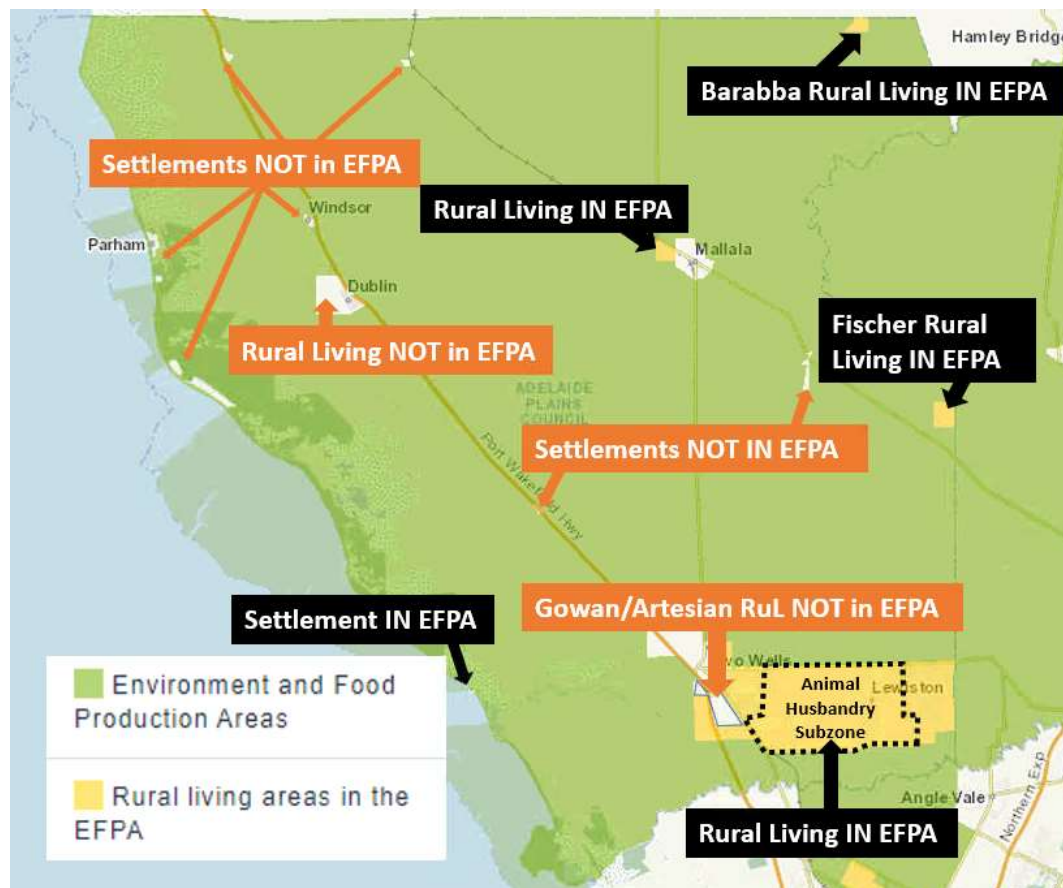
**Comment to Commission:**

**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.**

## EFPA Rural Living Settlement Employment Needs Review



Zoning	IN the EFPA	NOT In the EFPA
Rural Living	Barabba, Mallala, Fischer, Two Wells, Lewiston	Dublin and Gower/Artesian
Settlements	Middle Beach	Wild Horse Plains, Long Plains, Windsor, Light, Redbanks, Parham, Webb Beach and Thompsons Beach
Employment Land	Part South West Mallala Part West of Two Wells Carslake Road Adjacent Mallala Raceway	Part South West Mallala Part West of Two Wells

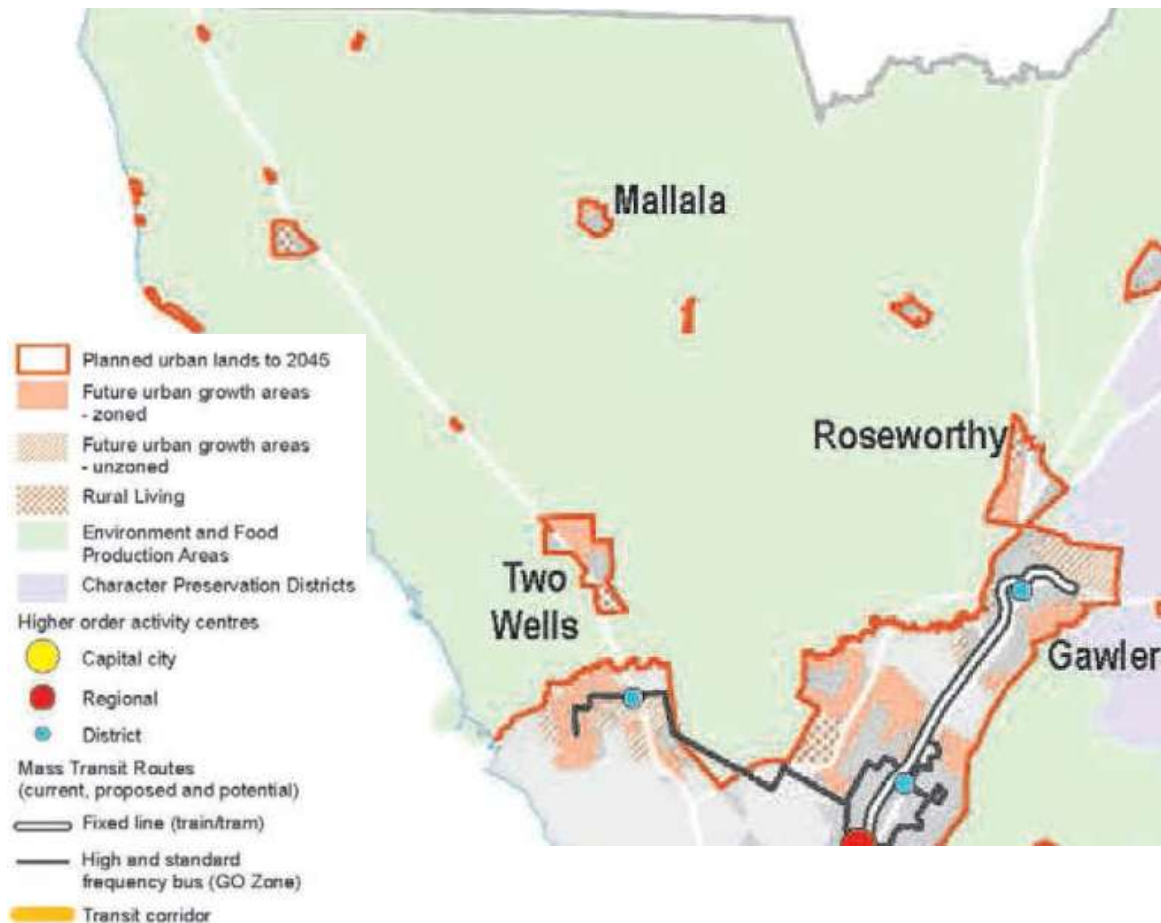


Rural Living Areas NOT included within the EFPA (being Dublin and Cowan/Artesian) seem to correlate with being planned as 'urban lands' in the 30 Year Plan for Greater Adelaide. Conversely, Rural Living Areas WITHIN the EFPA (e.g. Mallala, Two Wells and Lewiston) seem to correlate with not being planned as 'urban lands' in the 30 Year Plan for Greater Adelaide.

Whilst the Rural Living Zone itself provides certainty that subdivision into 1HA lots for residential purposes is appropriate, the EFPA mandates that land division for residential purposes must NOT be approved.

Therefore Rural Living Zoned land within the EFPA is not able to be subdivided for housing alone, despite the intent of the zone in the Planning and Design Code. Existing lots can be developed for housing, or for other uses envisaged in the Rural Living Zone, but no further lots for residential/rural living purposes alone can be created. Further lots can be created for housing and primary production, or housing and some form of non-residential use. The current arrangement creates unnecessary conflict for applicants and authorities when it comes to attempting to divide parcels of land consistent with the intent of the zone.

Within the settlements, subject to the Planning and Design Code, subdivision for residential can obtain consent. Middle Beach is recognised as at greater inundation risk and various investigations have informed the risk management measures in place.



*Map of the EFPA and Planned Urban Lands to 2045 - Map 3 30 Year Plan for Greater Adelaide*

**Comment to Commission:**

**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.**

The below table provides background and analysis about each Rural Living Area

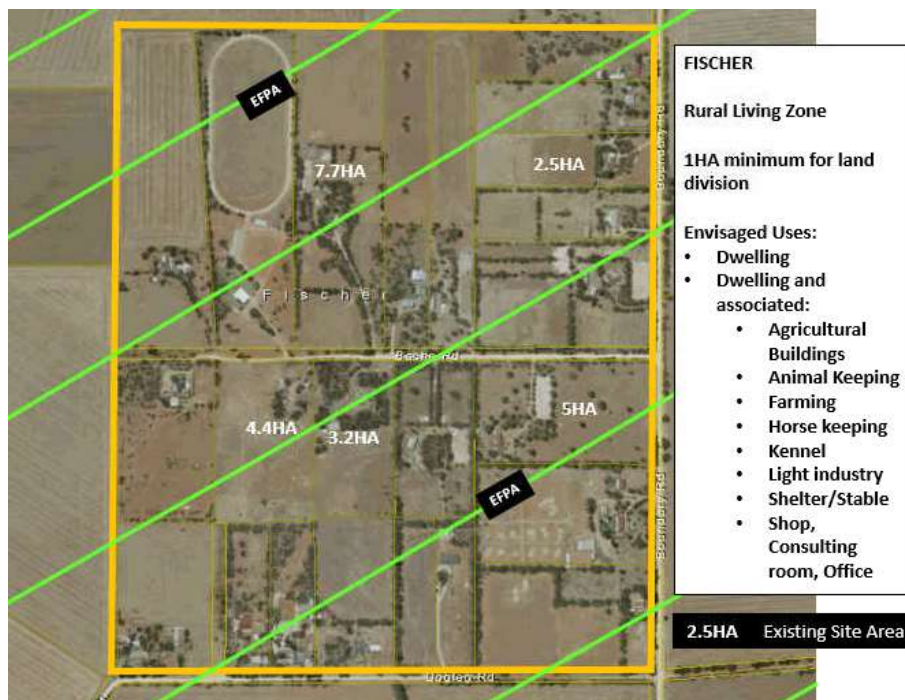
### Rural Living - Employment – Settlement Zones EFPA Background

#### BARABBA



The EFPA limits potential residential subdivision into 1HA lots of the nine lots greater than 2HA

#### FISCHER



The EFPA limits potential residential subdivision into 1HA lots of approximately 18 lots greater than 2HA.



DUBLIN

**DUBLIN**

Rural Living Zone  
(NOT in EFPA)

1HA minimum for land division

Envisaged Uses:

- Dwelling
- Dwelling and associated:
  - Agricultural Buildings
  - Animal Keeping
  - Farming
  - Horse keeping
  - Kennel
  - Light industry
  - Shelter/Stable
  - Shop, Consulting room, Office

**2HA** Existing Site Area

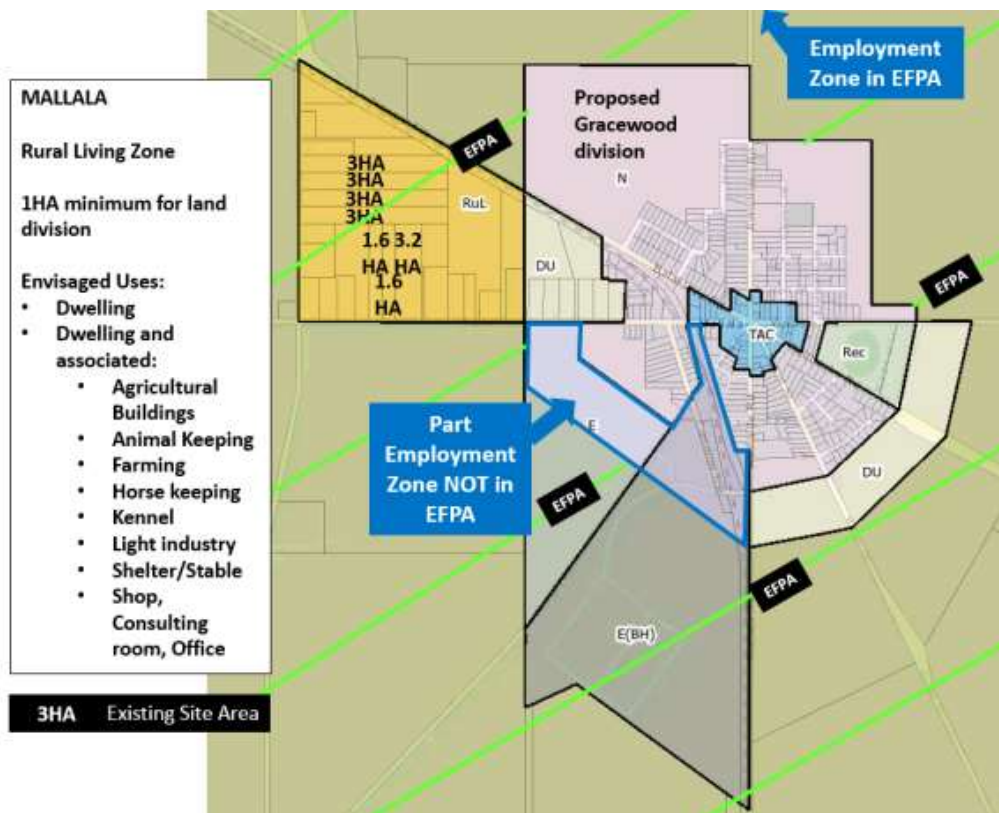
At Dublin, the EFPA does NOT apply. Some 20 lots are greater than 2HA and with potential for subdivision into 1HA lots for rural living (without an associated non-residential use) subject to assessment regarding the Planning and Design Code

Council provided an in-principle letter of support to Leinad Land Developments (Dublin) Pty Ltd (Attachment A) to advocate for boundary change to the EFPA. This letter arose from a Council decision of 23 September 2019:

“that Council, having considered Item 21.5 – *Environment and Food Production Areas*, dated 23 September 2019, receives and notes the report and in doing so authorises the Chief Executive Officer to:-

- 1) progress the review of relevant strategic holdings that are currently impacted by the *Environment and Food Production Areas* legislation with the *Department of Planning, Transport and Infrastructure* and the *State Planning Commission* as part of the 5 yearly review of the *Planning, Development and Infrastructure Act 2016 (Section 7)*.
- 2) provide in-principle letters of support to **Leinad Land Developments (Dublin) Pty Ltd** and the Hicks Group to enable both parties to advocate for boundary changes to the *Environment and Food Production Areas* and allow the future progression of long term rezoning objectives as outlined in Attachments 1 and 2 to this Report.”

## MALLALA



In Mallala's Rural Living Zone, the EFPA limits potential residential subdivision into 1HA lots of approximately 12 lots greater than 2HA.

The Rural Living area is west of land zoned as Deferred Urban. The Deferred Urban Zoning holds the land for future urban development to be released through a future rezoning. The Deferred Urban zone was applied around 2015 to land formerly zoned Rural Living. This is also the case for Deferred Urban Land to the south east. The 2015 rezoning created a suitable zoning framework for the Gracewood development. Noting discussions are ongoing, Gracewood is yet to obtain a formal planning consent.

The employment zoned land to the south west is part in/part not the EFPA. Noting the EFPA precludes subdivision for housing, and noting other land available for this purpose, the EFPA poses no barrier. This is also the case for the land adjacent the Raceway

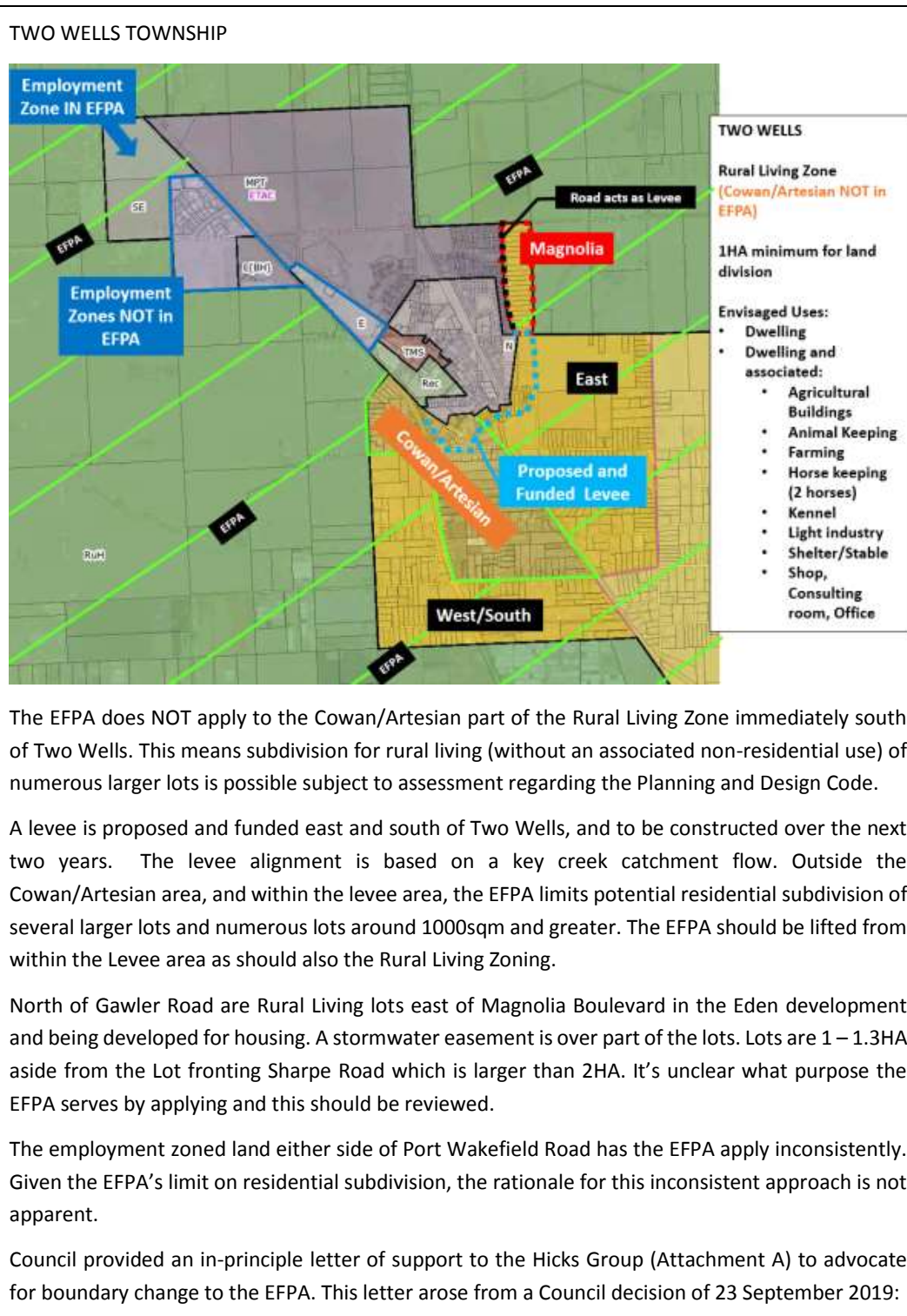
**Comment to Commission:**

**Council requests the EFPA be lifted from the Rural Living land**

**The rationale for not allowing subdivision for rural living is not clear.**

**Mallala's Rural Living Area has a similar siting to Dublin's Rural Living Area.**

**If the EFPA 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.**





“that Council, having considered Item 21.5 – *Environment and Food Production Areas*, dated 23 September 2019, receives and notes the report and in doing so authorises the Chief Executive Officer to:-

- 1) progress the review of relevant strategic holdings that are currently impacted by the *Environment and Food Production Areas* legislation with the *Department of Planning, Transport and Infrastructure* and the *State Planning Commission* as part of the 5 yearly review of the *Planning, Development and Infrastructure Act 2016 (Section 7)*.
- 2) provide in-principle letters of support to Leinad Land Developments (Dublin) Pty Ltd and the Hicks Group to enable both parties to advocate for boundary changes to the Environment and Food Production Areas and allow the future progression of long term rezoning objectives as outlined in Attachments 1 and 2 to this Report.”

**Comment to Commission:**

**Rural Living Zoned Land**

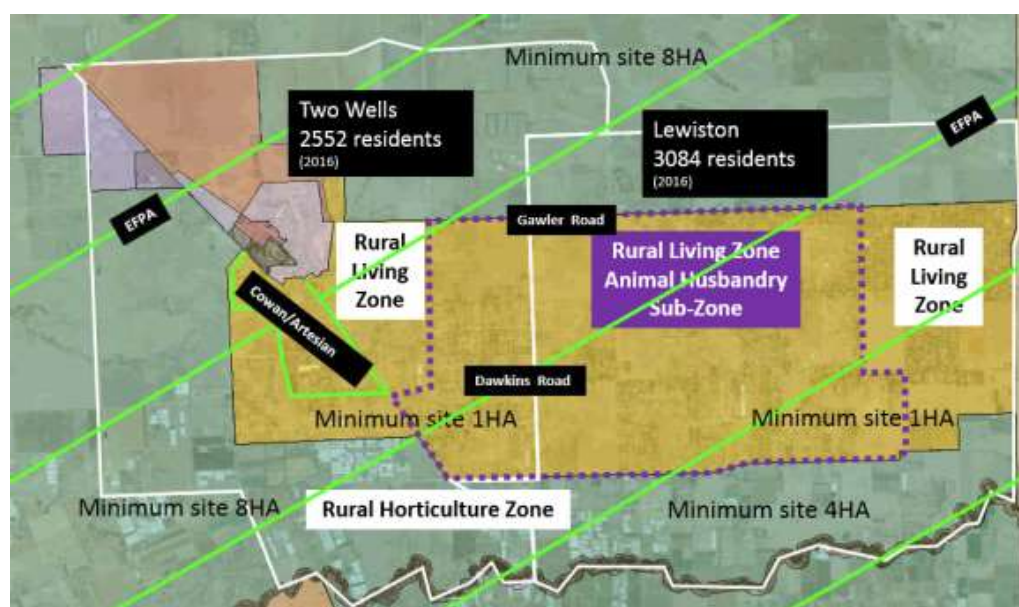
The EFPA applying within the area of the funded levee should be lifted. Council expresses interest in investigations commencing with respect to the Rural Living Zoning within this area.

Likewise, noting Magnolia Boulevard serves as a levee, the EFPA serves no purpose applying to land zoned Rural Living and being developed in that manner on the east side of Magnolia Boulevard. Council requests the EFPA be lifted from this area.

**Employment Land**

The application of the EFPA inconsistently to employment land either side of Port Wakefield Road should be reviewed. Noting the EFPA’s function to preclude subdivision for housing, and the envisaged significant residential growth of Two Wells, the potential need for this land for housing is not apparent whereas employment land for town based commercial, non-town centre uses is anticipated. On this basis, The Environment and Food Production Area should apply consistently to employment land on both sides of Port Wakefield Road at Two Wells.

## TWO WELLS/LEWISTON RURAL LIVING AND ANIMAL HUSBANDRY



The EPPA limits potential subdivision for rural purposes (without an associated non-residential use) of lots larger than 2HA throughout Two Wells and Lewiston.

The Code envisages both the Animal Husbandry Sub Zone and Rural Living being able to be subdivided and developed for housing along with horse keeping, dog kennelling, horticulture, shop, consulting, offices and light industry. The Animal Husbandry Subzone can be developed with large-scale horse keeping and dog kennelling in association with dwellings.

Both the Rural Living Zone and Animal Husbandry sub-zone anticipate subdivision for residential development in its own right meaning applicants don't necessarily have to breed dogs or keep horses. Development can be purely for a rural residential lifestyle.

The prime difference from Rural Living is the Animal Husbandry Zone explicitly provides for up to 20 dogs/lot as Deemed to Satisfy and unlike the Rural Living Zone, does not limit horses to two/lot.

This area of Two Wells/Lewiston has been planned – including through the SA planning system – for more than 30 years for animal husbandry.



*The Animal Husbandry Subzone envisages sites developed for housing with horse keeping or dog breeding businesses. Standalone Residential Living is also envisaged. Photo near Hams Park, Lewiston, May 2021*



*Rural Living Lots form Dunlop Boulevard, Lewiston, having been developed since 2015*

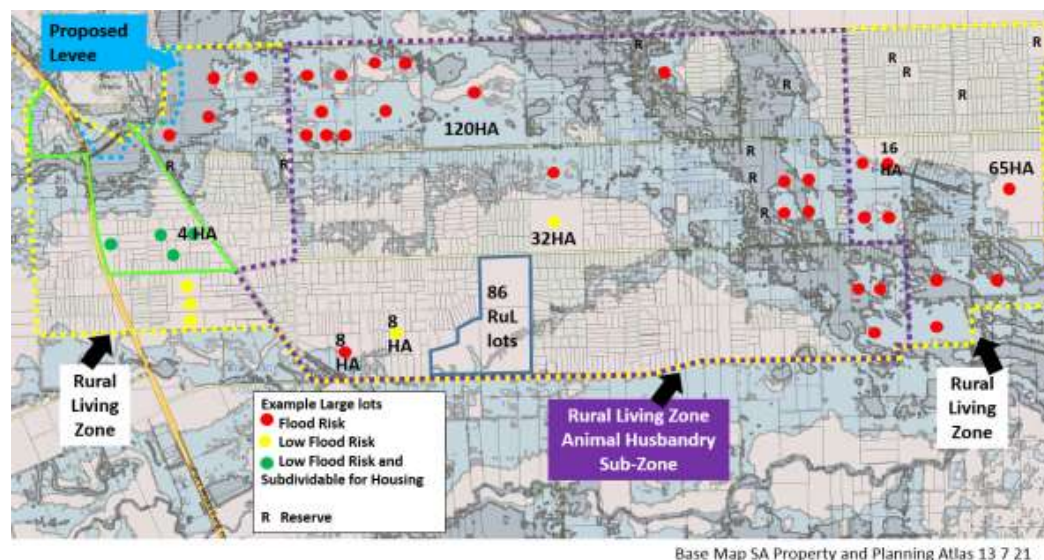




Council made submissions in 2019 and 2020 to consultation on the draft Planning and Design Code (Code). With the operation of the Code from March 2021, this submission takes the opportunity to inform the Commission about the Council's experience of the EFPA and the Code with respect to the Two Wells/Lewiston Rural Living and Animal Husbandry area.

Note 1: the barrier raised earlier about the EFPA limiting subdivision for low intensity residential living where associated with horse or dog keeping is assumed as being corrected.

Note 2: the lack of the EFPA being explicitly communicated directly in the Rural Living Zone and Animal Husbandry Subzone is assumed as being corrected.



*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 Cowan/Artesian area
- Excluding the Cowan/Artesian area, Rural Living (including Animal Husbandry) comprises 34 square kilometres.

Whilst the Planning and Design Code envisages the Rural Living and Animal Husbandry as being able to be subdivided to 1HA for housing, since March 2019, that is precluded by the EFPA.

Along with inquiries about subdivision for rural living in Two Wells/Lewiston's Rural Living Zone, Council's planners also receive numerous inquiries about building a house on 8HA lots in the Rural Horticulture Zone. Inquirers outline that land is hard to find in Lewiston. The extent that this is a risk for land in the Rural Horticulture Zone should be investigated. An inability to build a dwelling on Rural Living zoned land has the potential to place pressure on primary production and horticulture zoned land.

The EFPA's limit was introduced in 2019 after a period enabling residential subdivisions to be lodged, and subdivisions – including the 86 lot proposal - are yet to be brought to market.

The Cowan/Artesian Area is able to be subdivided for rural living housing, this presenting potential supply with several larger lots that could be subdivided over the next five years. Siting adjacent to Two Wells acts to reinforce the township.

**Comment to Commission:**

**Council is open to the Environment and Food Production Area continuing in place over Two Wells / Lewiston 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:**

- a. 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.**
- b. 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.**

## 30 YEAR PLAN FOR GREATER ADELAIDE

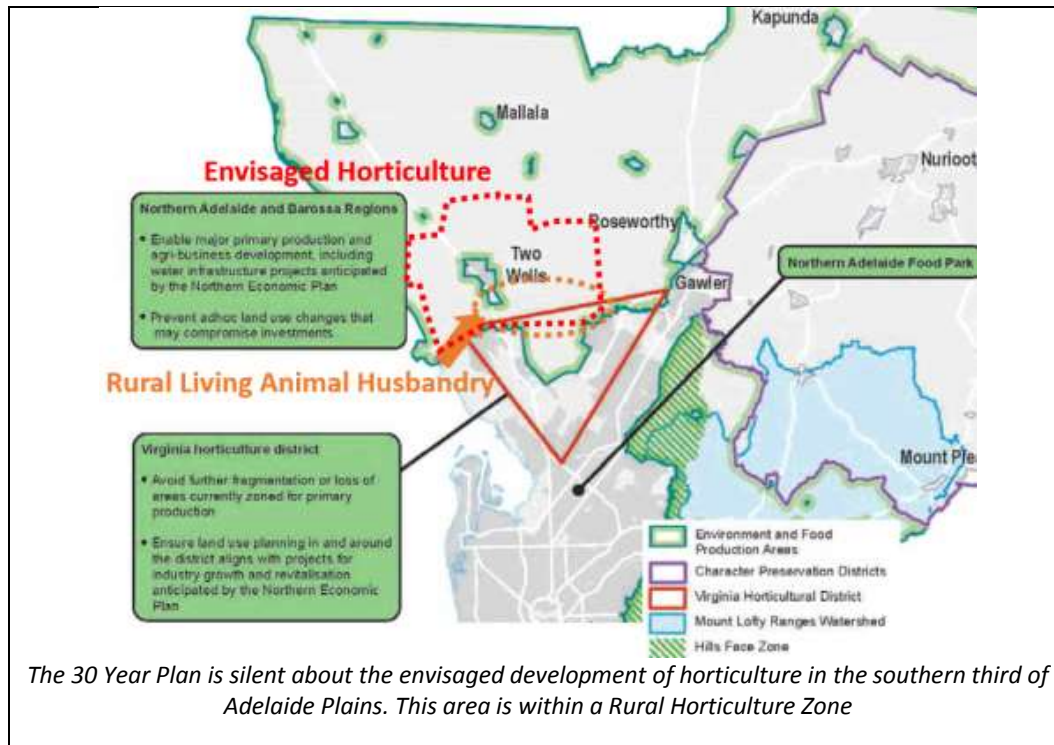
The 30 Year Plan for Greater Adelaide includes the Rural Living Animal Husbandry Area within the EFPA. The 30 Year Plan is however silent about the areas business future and also the wider areas envisaged horticultural future.

**Map 4 — Business and industry clusters**

## Rural Living Animal Husbandry



*The 30 Year Plan is silent about the Animal Husbandry area as a form of business cluster*



**Comment to Commission:**

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.

**Two Wells Planned Urban Growth Challenges and Opportunities**

A portion of Adelaide Plains including Two Wells is sited within the 'Outer North' of Greater Adelaide. Analysis of housing and employment land supply is contained within the Land Supply Reports<sup>6</sup> for Greater Adelaide released by the Commission (see [Relevant Extracts for APC from the Land Supply Reports](#))

For Adelaide Plains, the land supply reports provide updated numbers associated with Two Wells housing estates. The commentary affirms the impact of the northern connector in terms of reduced vehicle travel times to Greater Adelaide underpinning demand for land for housing and employment purposes.

Building applications have increased from around 60/annum to above 100, with 2020/21 having 294 to the end of May. This is a significant rate of building activity.

Recognising the EFPA supports planned urban growth, it is suggested the following comments be provided to the Commission about planned urban growth

**Comment to Commission:**

**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.**

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[plan.sa.gov.au/our\\_planning\\_system/instruments/planning\\_instruments/environment\\_and\\_food\\_production\\_areas#have\\_your\\_say\\_on\\_the\\_efpa\\_review](https://plan.sa.gov.au/our_planning_system/instruments/planning_instruments/environment_and_food_production_areas#have_your_say_on_the_efpa_review)



## Relevant Extracts for APC from the Land Supply Reports

**GREENFIELD**

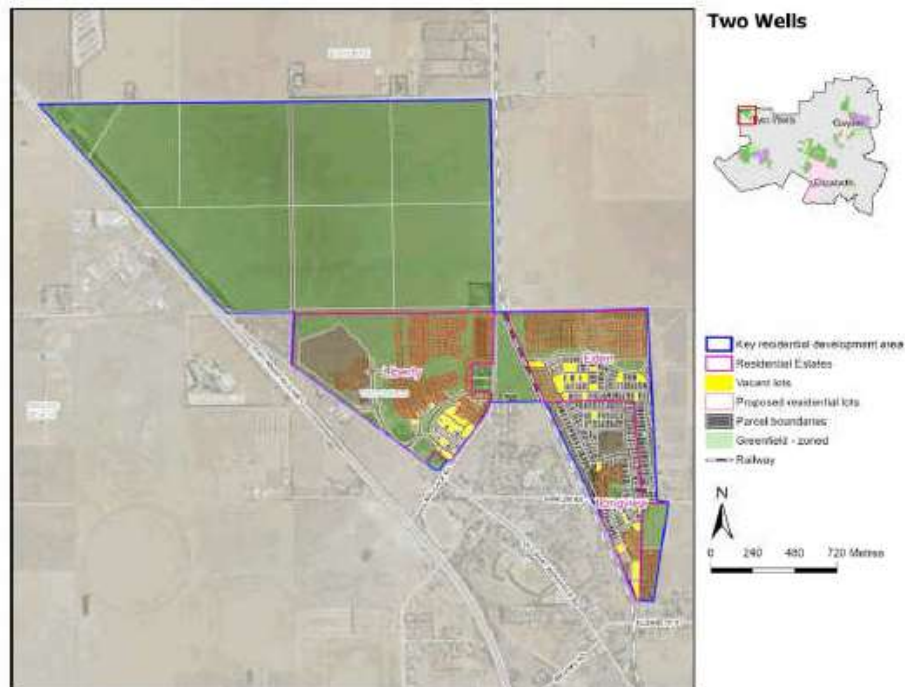
GREENFIELD LAND SUPPLY – OUTER NORTH

LAND SUPPLY REPORT FOR GREATER ADELAIDE

Table 4: Greenfield land supply by sub-region and key development front - Outer North, June 2020

STATUS	DEVELOPMENT READY		UNDEVELOPED ZONED		FUTURE URBAN GROWTH AREA	
Sub Region & Development Fronts	Area (ha)	Lots	Area (ha)	Estimated Lots	Area (ha)	Estimated Lots
<b>GAWLER</b>						
Gawler East	180	1,521	3	29	-	-
Gawler South	18	151	58	490	-	-
Evanston Gardens	41	391	40	388	43	410
Evanston South	4	75	57	973	-	-
Roseworthy	102	871	237	2,030	29	248
Concordia	-	-	-	-	949	10,000
<b>TOTAL</b>	<b>345</b>	<b>3,009</b>	<b>396</b>	<b>3,910</b>	<b>1,021</b>	<b>10,658</b>
<b>PLAYFORD</b>						
Playford Alive	10	221	101	2,278	-	-
Playford North Extension	96	1,402	409	5,996	7	107
Munno Para	16	295	89	1,615	-	-
Munno Para West	13	205	15	234	-	-
Blakeview	7	123	289	5,360	-	-
Angle Vale	198	2,431	314	3,848	3	36
Eyre	10	165	82	1,305	-	-
<b>TOTAL</b>	<b>350</b>	<b>4,842</b>	<b>1,299</b>	<b>20,635</b>	<b>10</b>	<b>143</b>
<b>VIRGINIA/TWO WELLS</b>						
Virginia	59	723	103	1,250	301	3,663
Buckland Park	315	3,344	560	5,953	526	5,587
Two Wells	62	478	273	2,108	-	-
<b>TOTAL</b>	<b>436</b>	<b>4,545</b>	<b>936</b>	<b>9,312</b>	<b>827</b>	<b>9,250</b>
<b>OUTER NORTH TOTAL</b>	<b>1,131</b>	<b>12,396</b>	<b>2,631</b>	<b>33,857</b>	<b>1,858</b>	<b>20,051</b>

Figure 23: Two Wells



## KEY MEASURES

Year Commenced	Pre-2010
Estimated dwelling capacity	2,875
Dwellings built since 2010	203
Average dwellings built per annum	19
<b>Remaining Potential Capacity</b>	<b>2,672</b>
Vacant lots	75
Development Ready (proposed lots)	478
Undeveloped Zoned	2,108

## ANALYSIS

- 3 estates currently under development.
- Since 2018 the rate of development has markedly increased, with over 70 dwelling completions recorded in 2018.
- There are current infrastructure deed arrangements in place. The availability of financial contributions to fund infrastructure is dependent on the rate of development. This needs to be continually monitored to ensure infrastructure bottle necks do not occur.
- Two Wells is not connected to a SA Water trunk sewer main and currently relies on a community waste water scheme to service dwellings.
- SA Water's potable water infrastructure is currently being upgraded in the area, including 4,500m of new pipework to improve water pressure and support projected growth.

## 2.4 Greenfield land supply to 2030

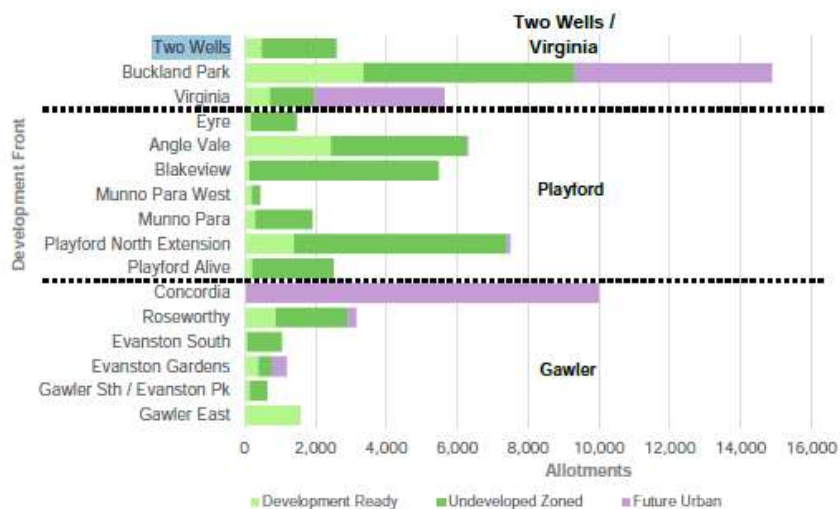


Over the last decade Greenfield development has accounted for 80% of all dwellings built in the region. This trend is assumed to continue into the next decade as additional land comes to the market and major infrastructure projects make land more accessible and desirable to a larger portion of the market.

A stocktake of Greenfield land supply within the region is illustrated in Figure 9 and Table 4, and shows the following:

- 19% of land supply is Development Ready.
- Over 5,400 Development Ready allotments are located within the Playford sub-region, with just under half these allotments located within the Angle Vale precinct.
- Over 50% of estimated allotment potential is located within Undeveloped Zoned land.
- It is estimated that undeveloped zoned land within the Playford sub-region could yield in excess of 20,000 allotments. The Playford North Extension will account for approximately 6,000 of these allotments.
- Future Urban Growth area land is estimated to yield 30% of total allotment potential for the region with land at Concordia estimated to have a total potential to create 10,000 allotments.

Figure 9: Greenfield land supply by development front, June 2020



## 2. EMPLOYMENT LAND SUPPLY – OUTER NORTH

### 2.1 Overview

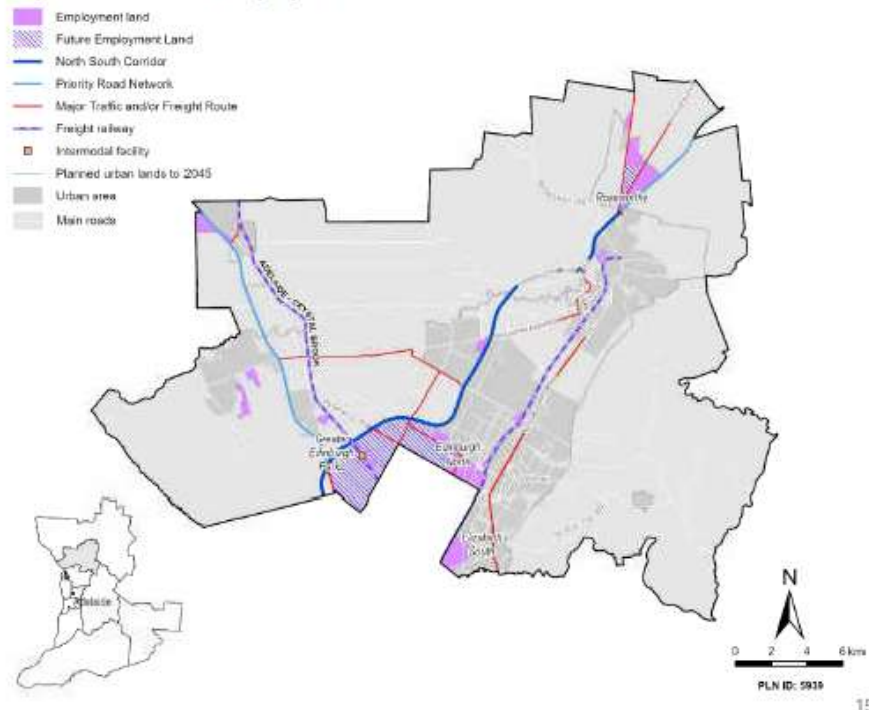


The Outer North region, as illustrated in Figure 11, accommodates an estimated 11% of total zoned employment land within Greater Adelaide and over 95% of all identified future employment land.

In 2020 it was estimated the regions zoned employment lands supported an estimated 5,500 jobs. Over 55% of these jobs were aligned with traditional employment activities, with manufacturing a significant contributor. Its share is projected to grow over the next ten years to 2030 as more land becomes available, and recently completed infrastructure makes land more accessible to key distribution networks and trade gateways.

Projected population growth in Two Wells, Gawler and Roseworthy will provide opportunities to facilitate growth of the regions employment lands driving demand for more population serving activities. This, along with further investigations into the future development of the Greater Edinburgh Parks, present the greatest opportunities for the region to over the next 10 years.

Figure 11: Outer North employment land overview





**Attachment A Council Decision 23 Sept 2019 Hicks and Leinad Land**

**Adelaide  
Plains  
Council**

2a Wasleys Road  
Mallala SA 5502  
PO Box 18  
Mallala SA 5502

Tel – 08 8527 0200  
Fax – 08 8527 2242  
info@apc.sa.gov.au  
apc.sa.gov.au

ABN – 58 384 968 672

D19/50876

24 October 2019

BH and SA Hicks Pty Ltd  
Mallala Road  
TWO WELLS SA 5501

Dear Mr Hicks

**In-Principle Council Support for North East Two Wells Expansion – Hicks Group**

As you are aware, *Environment and Food Production Areas (EFPAs)* were introduced through the *Planning, Development and Infrastructure (PDI) Act 2016* to prohibit the further subdivision of land for housing to protect vital food and agricultural lands. The majority of the Adelaide Plains Council area is located within an EFPA and the effect of this legislation is to restrict land divisions for residential development to Council's main townships (Two Wells, Mallala and Dublin) and a number of other existing settlements only.

At an Informal Gathering on 25 March 2019, planning consultant Grazio Maiorano of URPS presented to Council Members on behalf of the Hicks Group in relation to the potential urban rezoning of land adjoining the Two Wells township in the medium to long term. The urban rezoning could facilitate approximately 850 new dwellings together with an appropriate level of recreation, open space and community facilities.

As you are aware, an amendment to the EFPA boundaries will be necessary before a potential rezoning and future development application can be progressed for this development proposal.

Following a formal request by the Hicks Group, as well as a separate request from Leinad Land Developments (Dublin) Pty Ltd, regarding a potential expansion of the Dublin township, Council at its Ordinary Meeting on 23 September 2019, resolved as follows:-

**Item 21.5: Environment and Food Production Areas**

Moved Councillor Maiolo Seconded Councillor Lush 2019/412

*"that Council, having considered Item 21.5 – Environment and Food Production Areas, dated 23 September 2019, receives and notes the report and in doing so authorises the Chief Executive Officer to:-*

- 1) *progress the review of relevant strategic holdings that are currently impacted by the Environment and Food Production Areas legislation with the Department of Planning, Transport and Infrastructure and the State Planning Commission as part of the 5 yearly review of the Planning, Development and Infrastructure Act 2016 (Section 7).*
- 2) *provide in-principle letters of support to Leinad Land Developments (Dublin) Pty Ltd and the Hicks Group to enable both parties to advocate for boundary changes to the*

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*Environment and Food Production Areas and allow the future progression of long term rezoning objectives as outlined in Attachments 1 and 2 to this Report."*

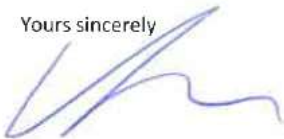
CARRIED UNANIMOUSLY

As per Council Resolution 2019/412 above, Adelaide Plains Council is pleased to provide in-principle support to the Hicks Group to advocate for boundary changes to the EFPA to allow for the future progression of long term rezoning objectives for the North East Two Wells expansion.

Subject to availability, Council staff will be keen to attend meetings with Grazio Maiorano of URPS and the Department of Planning, Transport and Infrastructure to progress this matter.

If you require any further information, please contact Rob Veitch, General Manager Development and Community on (08) 8527 0200 or [rveitch@apc.sa.gov.au](mailto:rveitch@apc.sa.gov.au)

Yours sincerely



James Miller  
Chief Executive Officer



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info@apc.sa.gov.au  
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ABN – 58 384 968 672

D19/50832

24 October 2019

Mr Daniel Palumbo  
Leinad Land Developments (Dublin) Pty Ltd  
55 Stanbel Road  
SALISBURY PLAINS SA 5109

Dear Mr Palumbo,

**Dublin Township Expansion – Leinad Land Developments**

As you are aware, *Environment and Food Production Areas (EFPAs)* were introduced through the *Planning, Development and Infrastructure (PDI) Act 2016* to prohibit the further subdivision of land for housing to protect vital food and agricultural lands. The majority of the Adelaide Plains Council area is located within an EFPA and the effect of this legislation is to restrict land divisions for residential development to Council's main townships (Two Wells, Mallala and Dublin) and a number of other existing settlements only.

The potential expansion of the Dublin township was previously supported by Council back in 2014, when Leinad Land Developments proposed a developer-led Development Plan Amendment (DPA) to rezone land to the south of Dublin for residential purposes. Council endorsed the DPA together with a Funding Deed to finance the DPA. However, the DPA Statement of Intent (SOI) was rejected by the then Minister for Planning, the Hon. John Rau, on 20 February 2015 as the proposals were not considered to be in accordance with the State Planning Strategy at that time.

The DPA was intrinsically linked to a proposal for the construction of a local shopping centre at Dublin comprising 1700 square metres of gross floor area, including a small supermarket and five speciality shops. Development Plan Consent was granted for the shopping centre on 12 November 2015 and the operative period of this Development Plan Consent remains 'live' until 4 August 2020.

Since the granting of the Development Plan Consent and the rejection of the DPA, the introduction of the EFPA legislation through the 2016 PDI Act has prevented any further progress on the development proposals from occurring.

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Following a presentation by planning consultant Richard Dwyer of Ekistics to Council Members on behalf of Leinad Land Development on 8 July 2019, a Motion on Notice was made at the Ordinary Council Meeting on 22 July 2019, which resulted in the following resolution:-

*Environment Food Production Areas*

*Moved Councillor Keen                      Seconded Councillor Lush                      2019/323*

*“that the Chief Executive Officer formally write to the Department of Planning, Transport and Infrastructure and the Minister for Planning to give advanced notice of Adelaide Plains Council’s desire to have strategic holdings reviewed throughout the Council area as part of the imminent Environment Food Production Areas review process.”*

*CARRIED*

As per the above resolution, I wrote to the Hon. Stephen Knoll MP, Minister for Transport, Infrastructure and Local Government on 23 July 2019. To date, no reply has been received.

Following formal requests by both Leinad Land Developments, as well as the Hicks Group regarding a potential development at Two Wells, Council at its Ordinary Meeting on 23 September 2019, resolved as follows:-

*Item 21.5: Environment and Food Production Areas*

*Moved Councillor Maiolo                      Seconded Councillor Lush                      2019/412*

*“that Council, having considered Item 21.5 – Environment and Food Production Areas, dated 23 September 2019, receives and notes the report and in doing so authorises the Chief Executive Officer to:-*

- 1) progress the review of relevant strategic holdings that are currently impacted by the Environment and Food Production Areas legislation with the Department of Planning, Transport and Infrastructure and the State Planning Commission as part of the 5 yearly review of the Planning, Development and Infrastructure Act 2016 (Section 7).*
- 2) provide in-principle letters of support to Leinad Land Developments (Dublin) Pty Ltd and the Hicks Group to enable both parties to advocate for boundary changes to the Environment and Food Production Areas and allow the future progression of long term rezoning objectives as outlined in Attachments 1 and 2 to this Report.”*

*CARRIED UNANIMOUSLY*



As per Council Resolutions 2019/323 and 2019/412 above, Adelaide Plains Council is pleased to provide in-principle support to Leinad Land Developments to advocate for boundary changes to the EFPA to allow for the future progression of long term rezoning objectives for the expansion of the Dublin township.

If you require any further information, please contact Rob Veitch, General Manager Development and Community on (08) 8527 0200 or [rveitch@apc.sa.gov.au](mailto:rveitch@apc.sa.gov.au)

Yours sincerely



James Miller  
Chief Executive Officer

**Appendix B Local Government Assessment Manager Forum November Submission**

18 November 2022

Mr John Stimson  
Presiding Member  
Expert Panel  
Planning System Implementation Review

[DTI.PlanningReview@sa.gov.au](mailto:DTI.PlanningReview@sa.gov.au)

Dear Mr Stimson

This submission is made by the recently formed Local Government Assessment Manager Forum (LGAMF). The LGAMF represents Accredited Professionals (Level 1) employed in the Local Government sector who perform the duties as an Assessment Manager.

As a key group of accredited professionals within the planning system, the members of the LGAMF has a strong interest in facilitating the delivering a system that serves the diverse needs of the community. The LGAMF acknowledged the significant effort of the department in transitioning the State to the new system. There is general support for the reforms. This submission is focussed on specific matters of interest to the LGAMF that are considered to require further consideration in development assessment.

The LGAMF welcomes the opportunity to work with the Expert Panel to further enhance the planning and development system. In particular, the LGAMF request the Expert Panel consider the following matters.

- Deemed Planning Consents
- Deemed Development Approvals / Minor variations
- Assessment Timeframes
- Development Assessment Portal
- Verification

**Deemed Planning Consent**

The need for an efficient and responsive development assessment process is supported. However, the Deemed Planning Consent provision is having extremely negative impacts on workplace culture, and contributing to staff leaving the local government sector. This, combined with very short assessment times for what can be quite complex matters, results in a greater likelihood of applications being refused, or substandard designs that do not meet the provisions but are just good enough being approved to avoid a deemed consent rather than working with applicants to achieve a design that can be supported to better deliver the intent of the policy. This is inconsistent with the objects of the Act to promote *high standards for the built*

*environment.* It is a severe penalty that does not adequately consider the consequences for the community for development that is inappropriate.

It is noted in the discussion paper there have not been many deemed planning consents issued. It is not the case that the number of those issued reflects the considerable stress that sits with every application to avoid this occurring. Planning staff do not feel they can take extended leave due to the potential that one of their applications will tick down to a deemed consent and the workloads associated with other planners in the team do not facilitate easy management of applications when others are away. Councils have had to take on more planning staff to keep workloads to a level that allow timely interaction with applications and does not result in time overruns to assess the same or similar application numbers overall to those managed with fewer planners under the Development Act.

Assessment Managers are of the view the deemed consent approach does not provide a basis for collaborative relationships with applicants that in turn deliver more appropriate planning outcomes. This provision does not take into consideration the well documented shortage of professionals within the sector and the challenges in establishing a sustainable work environment for the relevant assessing officers where they can apply their skills to the delivery of outcomes that benefit all, in line with the relevant assessment policy.

The consequence of this provision is to extend the assessment times for simpler development applications, as greater attention is required on the more complex developments that generally have the same assessment times. Furthermore, this is leading to less capacity to provide preliminary advice to applicants which is a highly valuable non-statutory service to assists applicants.

It is noted in the jurisdictional comparison contained in the Panel's discussion paper, only Queensland utilises this mechanism and New South Wales has adopted a deemed refusal mechanism. Other jurisdictions such as Victoria, Western Australia and Tasmania have taken **a more balanced approach, whereby a review is undertaken by the respective courts on the facts and the court makes a considered and independent determination on the application.** This is considered to be a more equitable approach that will safeguard the community against potential poor development outcomes while removing the risk of instant approvals for inappropriate outcomes.

#### **Deemed Approval / Minor Variations**

The discussion paper identifies instances where planning and building consent has been issued for a development application, but councils are not accepting the planning consent issued by the private accredited professional. The paper assumes the council as the *problem* and does not examine the reasons why the approval is not being issued by the council. The Act requires a council to check that the appropriate consents have been sought and obtained for a development application. This is an important mechanism that safeguards applicants / owners from commencing development with inconsistent or invalid consents. The absence of this important check is likely to result in non-compliances being identified during construction, leading to more significant and costly delays.

In many instances where development approval has not been issued, it is evident some private accredited professionals have acted outside their powers under the Act. This issue is directly related to the accredited professionals incorrect assessment which missed or dismissed key assessment criteria, including the application of Overlays such as the Historic Area Overlay. There are some examples of accredited professionals interpretation being such that they have effectively undertaken a performance assessed development, including on notifiable development.

This issue is exacerbated with the ambiguity that is created with s106(2) of the Act in relation to minor variations. The Deemed to Satisfy (Minor variations) is subject to various interpretations and has created uncertainty and delayed approvals, as identified by the Panel's discussion paper. This varying interpretation has resulted in poor outcomes for applicants. The difficulty with the interpretation was highlighted when a cross sector working group established by PLUS was unable to define what constitutes minor variations.

This legislative ambiguity is contributing to a tension between the practice of some private accredited professionals and council practitioners. **There needs to be greater guidance/training for relevant authorities on respective roles and what constitutes a minor variation for Deemed to Satisfy developments to address the current inconsistent approach.** This could be informed with clear parameters such as a minor variation may only be granted:

- by an Assessment Manager at council, or
- by privately certifiers where the element does not have an impact beyond the site. E.g. excludes site area, frontage, setbacks, building heights, length on boundary and the like; and there is accountability / transparency with clearly documented justification for any minor variations.

#### **Assessment Timeframes**

The discussion paper suggests a review of assessment timeframes. This review is supported as the current timeframes do not adequately differentiate the work that is required to properly assess more complex assessments such as larger commercial and industrial type applications. **It is recommended the assessment timeframes for complex development, not involving up to two (2) class 1 buildings or any class 10 buildings, should be 8 weeks** as the current assessment timeframes are not adequate and do not facilitate the promotion of high standards for the built environment. It is not reasonable to expect an application for 19 plus dwellings or large scale warehousing to be assessed in 20 days, yet this is currently the case. The Panel may wish to also consider the gross time for the completion of assessments to gauge the overall impact of the new system and whether there are broader legislative / DAP enhancements that may be necessary.

#### **Development Assessment Portal**

The Development Assessment Portal, while having developed some positive change, **has not yet delivered the efficiencies that were expected from the reform**, notwithstanding the many enhancements that have made since its introduction. The local government sector has contributed significant resources towards supporting the identification of issues and enhancements in the DAP. PlanSA has been provided with an extensive list of issues and it is acknowledged the department has generally sought to progress enhancements. Critical changes are however urgently required, as the



Discussion Paper – *ePlanning System and PlanSA website Reform Options* has identified. **It is essential that urgent enhancements are prioritised as the current DAP limitations are significantly affecting the performance of the development assessment process.** For example:

- The current DAP is too linear and does facilitate multi process actions across planning and building. Staff cannot easily update basic data, such as add addresses after verification or continue to assess an application when the application is on hold. This is resulting in double or triple handling of development applications. **A relevant authority should be able to efficiently complete all aspects of an assessment at one point, regardless of status of the application and should be given administrative control to change data in the DAP as required.** There is significant inefficiency in administrative functions being undertaken only by PlanSA.
- The current DAP is too complicated for simple development applications. **The DAP should be streamlined for simpler development applications and should allow authorities to concurrently assess planning consent, building consent, and issue development approval.**
- Assessment timeframes do not accurately capture when a request for information has been made – **the DAP should accurately measure the assessment time.**
- The system does not have a robust document management system, the current approach is convoluted and complicated. **A contemporary document management system should be adopted for the DAP to reduce the administrative burden for all users.** This should include generating emails within the DAP, which is a standard expectation of a contemporary digital solution.
- Dashboards to monitor volumes of work are not working and cannot be readily relied upon. **Dashboards should be provided to readily monitor and track development applications, without having to generate a PowerBI reports.**
- Reporting function is confusing and not accurate. **PowerBI Reporting should be simplified, accurate and relevant authorities should be given full access to all their data to generate bespoke reporting.**
- A large number of submitted proposals are not progressing past the submit stage, as required information is not provided and this is contributing to unnecessary burden on the system. **Submitted proposals, where required information has not been provided during verification, should be withdrawn by the system automatically after a certain period of time and applicants should relodge when ready to proceed.**

Given the critical role of the DAP in the system, the Expert Panel is requested to **review the governance and resourcing that is necessary to sustain the DAP.** There appears to be an inherent limitation with the current governance model of PlanSA determining and progressing enhancements. While there have been many enhancements, acknowledging the efforts of the department to address what they can, there remain many more that are outstanding. As the current governance model requires all ideas to be funnelled through PlanSA and prioritisation of enhancements need to fit within the available resources & understanding of the issues by the department, the most common problems are the focus, not innovation.

**The DAP should offer full Application Programming Interface (API) Based Product Integration** (open data) so that authorities and other relevant stakeholders can move towards business to business transactions. This will facilitate innovation as it will incentivise authorities to evolve their business processes and the learning can be shared across all stakeholders. Enabling all stakeholders to shape direction and priorities of the core DAP functionality, together with the full API based Product Integration the DAP could realise its full potential as a digital platform.

Crown development applications should also be processed within the DAP as working between two systems is inefficient, overly complex and is likely to result in errors. It is also confusing for customers who do not understand why there are still two systems in place. Crown developments were due to be included in the DAP by mid-2022.

### Verification

Unlike the previous requirement under Development Act, **the Verification process under the PDI Act is much more resource intensive. The increased requirements are not equally placed on an applicant to submit a complete development application** – the DAP does not prevent incomplete applications from being submitted. Therefore, all the expectation is placed on the relevant authority. Furthermore, the resource intensive process is exacerbated when an applicant provides a partial response to a request for information to form a complete application. This is double, triple handling of the application. The consequence is that greater attention is required on the more complex developments and simpler developments take longer to process.

The system also fails to account for the nuanced link between requesting from an applicant the full documentation for an application, when at a preliminary stage, it is apparent the development proposed will not be supported in that form. Providing relevant authorities the time to provide a preliminary guidance to an applicant early, will save the applicant time and money. This is particularly relevant for more complex development applications. Not providing advice about significant issues but seeking possibly expensive technical mandatory information only to then advise after lodgement has occurred that there are significant concerns does not build a constructive relationship and often leads to complaints about staff action.

The Expert Panel is invited to also consider that the data collected to form its initial perceptions of verification was over a period of extraordinary development activity as a result of government stimulus to facilitate construction activity during peak Covid-19. Some Councils experienced over a 30% increase in development applications in this period while at the same time many workplaces were required to adapt to significant changes, lock downs and loss of staff due to isolation rules. There were also many instances where new lots from approved land divisions were not created in the DAP and applications could not proceed past the verification stage. Further it is not uncommon for applicants to submit applications for new housing reliant on lots and roads that have not been approved in a land division and these may then need to wait longer before they can be verified and submitted. In this context, 84 percent of verifications within time is considered to be reasonable. The suggestion of penalty in the context of the environment at the time of the data collection is not considered reasonable. It is likely to lead to more refusals.

Moreover, it would also seem appropriate to explore the data from the DAP in more detail to determine if the applications that fell outside the 5 days were verified on day 6 or 7; or was this an issue for a particular application type or region; or how affected where these authorities by Covid-19; or was the timeframe due to the poor quality information submitted with the application. A more complete understanding of the issues behind the headline metric is warranted. Furthermore, **the Expert Panel is encouraged to consider training for all participants in the industry, education, and DAP system solutions, ahead of imposing penalties on a sector that is facing the same resourcing challenges as other sectors.**

The proposal within the *E-Planning System and the Plan SA website* paper to explore combined verification and assessment processes and to remove Building Consent verification for simpler applications has merit and warrants further consideration.

### **Local Policy**

It is recommended the Expert Panel also give consideration to the inclusion of additional local policy in the Code. The announced changes to heritage and character to bring strong controls is welcomed and this initiative should be extended to consider other policy gaps / deficiencies in the Code that have been identified by various stakeholders.

Local Government Assessment Manager Forum

**Appendix C Council Submission on Phase 3 Draft Code December 2020**

<b>Adelaide Plains Council Issues / Comments</b>	<b>Adelaide Plains Council Recommendations</b>
<p><b>Master Planned Neighbourhood Zone</b></p> <p>Council raised concerns with the 2019 draft Code relating to a change of the existing Suburban Neighbourhood Zone and Residential Zone – Residential Policy Area 4 to the General Neighbourhood Zone.</p> <p>The 2020 draft Code now proposes to transition the existing residential areas predominately to the Master Planned Neighbourhood Zone. This zoning will apply to the Liberty &amp; Eden land developments. A new Emerging Activity Centre Subzone is also proposed over the Liberty development.</p> <p>The proposed Master Planned Neighbourhood Zone does not suitably address the minimum site areas prescribed within the existing Mallala Development Plan. Emphasis is placed on broad statements rather than quantitative allotment sizes.</p> <p>The Zone currently does not use any Technical Numeric Variations (TNVs) to carry over existing Development Plan criteria, but rather references criteria contained within 'Building Envelope Plans' that can be created as part of these master planned areas. If a Building Envelope Plan does not exist, then standardised broad policies are provided.</p> <p>It is also recognised that the existing and planned infrastructure (power, water and waste water) have all been designed to accommodate a certain number of houses within the development area. The Two Wells Residential DPA of 2013 introduced this policy framework to ensure that the minimum site areas adequately cater for the overall dwelling and associated infrastructure demands.</p>	<p>It is recommended that a Minimum Site Area TNV and Minimum Frontage TNV be inserted into the Zone to appropriately guide development within Adelaide Plains based on current Development Plan provisions.</p> <p>PO 11.1 / 11.2 / 11.3 – it is considered that the proposed Performance Outcomes do not suitably address the minimum site area and frontage requirements for residential development. As the majority of the area to the west of the existing railway line has not been developed and there is not an 'authorised' plan of division, there is concern that until this has occurred, the lack of site areas will create a high level of uncertainty for future development proposals.</p>



Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations															
A key component of the Master Planned Neighbourhood Zone and the transition from the existing Suburban Neighbourhood Zone and Residential Zone relies on appropriate criteria being contained within new POs and the proposed TNVs.	<p>Site Areas and Frontage Widths</p> <p>Mallala Development Plan PDC 18 – A dwelling should have a minimum site area (and in the case of residential flat buildings, an average site area per dwelling) and a frontage to a public road not less than that shown in the following table:</p> <table><tr><th>Dwelling Type</th><th>Minimum area (square metres)</th><th>Minimum frontage (metres)</th></tr><tr><td>Detached (except where constructed boundary to boundary)</td><td>250 minimum</td><td>7</td></tr><tr><td>Semi-detached</td><td>200 minimum</td><td>6</td></tr><tr><td>Row dwelling and detached dwelling constructed boundary to boundary</td><td>125 minimum</td><td>5</td></tr><tr><td>Group dwelling and/or Residential flat building</td><td>200 minimum</td><td>No minimum</td></tr></table> <p>The Code does not suitably address the minimum site areas prescribed within the current Zone.</p> <p>Table 1 – Accepted Development</p> <p>‘Detached dwelling’, the ‘Interface Management Overlay’ should be applied as an exception, so that a dwelling is not an accepted development in certain areas. Concept Plan 99 – Two Wells clearly identifies two areas within the concept plan that are subject to interface with existing authorised land uses (shown as ‘Buffer to Primary Industry Activity’). This includes a 500m buffer to an intensive animal</p>	Dwelling Type	Minimum area (square metres)	Minimum frontage (metres)	Detached (except where constructed boundary to boundary)	250 minimum	7	Semi-detached	200 minimum	6	Row dwelling and detached dwelling constructed boundary to boundary	125 minimum	5	Group dwelling and/or Residential flat building	200 minimum	No minimum
Dwelling Type	Minimum area (square metres)	Minimum frontage (metres)														
Detached (except where constructed boundary to boundary)	250 minimum	7														
Semi-detached	200 minimum	6														
Row dwelling and detached dwelling constructed boundary to boundary	125 minimum	5														
Group dwelling and/or Residential flat building	200 minimum	No minimum														

Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
	<p>keeping building associated with a poultry farm north of Tempy Road and a 300 metre buffer from an operational building/structures on the site of a grain storage and handling/packaging facility west of Port Wakefield Road.</p> <p>A Deed of Agreement was prepared between the former DPTI and Hikinbotham as it relates to the Liberty land development, with existing PDC and non-complying trigger the method in which the relevant authority was informed of this requirement. This matter requires further consideration as to how this may be transitioned into the Code. Council and Hikinbotham also have a Deed in place that relates to this development.</p> <p>PDC 24 within the current development plan states that:</p> <p>“Land division should not create more than 1500 allotments within the zone, until the new road access to Port Wakefield Road as indicated on Concept Plan Map Mal/7 – Two Wells has been constructed.</p> <p>This has also been reflected in the non-complying provisions:</p> <p>“Land division where the total number of allotments created in the zone exceeds 1500 -</p> <p>Except where a new road access onto Port Wakefield Road has been constructed in accordance with Concept Plan Map Mal/7 – Two Wells”</p> <p>These policies were inserted into the Zone to reflect the number of additional allotments that could be created as part of the Two Wells development area without the need to undertake significant upgrades to the Port Wakefield Road access. It is acknowledged that the Concept Plan 99 shows the new road access, however the Code should also include a provision to reinforce this intent.</p>

Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
<p>Of primary concern within Adelaide Plains Council is that while the provisions of the Master Planned Neighbourhood Zone seek to limit retail within the zone, the Emerging Activity Centre sub-zone does not have the same limitations, in fact it has no retail floor area size limits. In the Two Wells setting this could result in a retail centre being located anywhere in the Liberty development in direct competition to the Two Wells Main Street. While the introduction of the Master Planned Neighbourhood Zone is broadly supported, any policy that allows a significant out of town retail centre for Two Wells is not supported as it is directly opposed to the existing policy in the Development Plan that seeks to locate large retail within the Town Centre.</p> <p>This was a significant issue raised by the community and Council during the preparation of the Two Wells Residential DPA in 2013. The removal of this policy intent is considered to be a significant departure from the existing Development Plan provisions, is not supported by Council and requires amendment as a matter of high priority.</p>	<p>A new Gross Leasable Area TNV to ensure that a maximum gross leasable retail floor space is included within the Emerging Activity Centre Subzone. The creation of a Gross Leasable Area TNV with a maximum area of 500m<sup>2</sup> would reflect existing Objective 3 and PDC 21 of the Suburban Neighbourhood Zone (Mallala Development Plan) and ensure that any future development does not erode the role and function of the existing Two Wells Main Street (Town Centre).</p> <p>Alternatively and in the event that the Commission does not support the above recommendation, the Emerging Activity Centre Subzone needs to be substantially reduced in size and not applied over the entire Master Planned Neighbourhood Zone.</p> <p>PO 2.1 – Part (b) enables development to a height of 6 storeys or 22 metres. This is substantially higher than the current 4 storey maximum building height. It is recommended that Part (b) be reduced to 4 storeys to create greater consistency with existing Development Plan provisions and provide a more realistic expectation of the heights of buildings encouraged within activity centres.</p> <p>New Performance Outcome - It is recommended that the Concept Plan TNV be inserted within the Emerging Activity Centre Subzone to ensure that the non-residential component of Concept Plan 99 are reinforced and the appropriate siting and future sizing of an activity centre is addressed.</p>

Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
<p>Accepted pathway (no planning consent required) are proposed for new dwellings where they are consistent with an approved building envelope plan and retaining walls up to 1.5 metres in height (except where visible from a public road).</p> <p>The parameters for the approval and use of a Building Envelope Plan (BEP) have only just been released to local government and there is still some uncertainty as to how this new feature of the planning system will operate. What is not clear is why this element of the system is being introduced as part of the introduction of the Code, which was initially expressed as a 'like for like' policy change, and not following the introduction of the Code.</p>	<p>Council requests clarity as to what has prompted the introduction of BEP's and Accepted Pathway changes to be included as part of the introduction of the Planning and Design Code, which was intended to be limited to like for like policy not major structural changes to assessment processes.</p> <p>Fence and Retaining Wall Structure includes the following assessment criteria:</p> <ol style="list-style-type: none"> <li>1. The retaining wall retains a difference in ground levels not exceeding 1.5 metres (measured from the lower of the 2 adjoining finished ground levels).</li> <li>2. The total combined height of the fence and retaining wall structure is less than 3.3 metres in height (measured from the lower of the 2 adjoining finished ground levels)</li> <li>3. The structure is located behind the building line of the associated dwelling and any dwelling on adjoining land.</li> <li>4. The structure is not located on a secondary street boundary.</li> <li>5. The development will not be located within the extents of the River Murray 1956 Flood Level as delineated by the SA Property and Planning Atlas</li> </ol> <p>It is considered that this a total combined height of the fence and retaining wall of less than 3.3 metres is too high to be considered as an Accepted Pathway. It is recommended that the 'Fence and Retaining Wall Structure' be removed from Table 1.</p>

Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
	<p>Table 2 – Deemed-to-Satisfy Development Classification</p> <p>Carport, Dwelling (various types), Dwelling addition, Outbuilding and Verandah reference the Design General Development Provisions. Both Two Wells and Mallala are considered to be an ‘urban’ area and it is considered that these land uses should reference Design in Urban Areas General Development Provisions. (note Ancillary Accommodation references Design in Urban Areas)</p> <p>Detached dwelling – ‘Interface Management Overlay’ should be added in the Overlay column.</p> <p>Dwelling addition – should include reference to PO 1.1</p> <p>Table 3 – Performance Assessed Classification</p> <p>Carport, Dwellings (various types), Dwelling addition, Fence, Outbuilding, Retaining Wall and Verandah reference the Design General Development Provisions. Both Two Wells and Mallala are considered to be an ‘urban’ area and it is considered that these land uses should reference Design in Urban Areas General Development Provisions. (note Ancillary Accommodation references Design in Urban Areas)</p> <p>Table 4 – Restricted Development Classification</p> <p>There is only one land use included as restricted - a ‘Shop’ with three exclusions (less than 1000m<sup>2</sup>, a restaurant or where located in an Activity Centre). Consistent with the recommendations for a number of suggested policy amendments to reference appropriate non-residential sized development, the proposed 1000m<sup>2</sup> is considered excessive and to give rise to a potential impact upon the existing retail areas contained within the main street of Two Wells.</p>

Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
	The shop exclusion should be reduced to match intended policy changes to the Emerging Activity Centre Sub-Zone.
<b>Animal Husbandry Zone / Sub Zone</b>	
<p>The revised Code proposes to accommodate the existing Animal Husbandry Zone in the current Development Plan through a sub-zone within the Rural Living Zone. Council was opposed to this approach in the 2019 version of the Code and requested a new Animal Husbandry Zone be included in the Code, based on the Mallala Development Plan Animal Husbandry Zone. This request was not supported by the State Planning Commission, and the sub-zone has been retained in the 2020 revision of the Code.</p> <p>Despite this there should be scope for revising/upgrading the sub-zone provisions with more of the existing Mallala Development Plan policy being incorporated since this is a unique, one-off sub-zone created specifically to accommodate Adelaide Plains.</p> <p>It is recommend that a series of changes are made to the proposed sub-zone including addressing the fact that horse and dog keeping and kennelling are proposed as notifiable development. Because of the clear purpose of the zone e.g. Animal Husbandry, this is an unusual policy response.</p>	<p>It is recommended that ‘animal keeping’, low intensity animal husbandry’ and ‘horse keeping’ should be listed as classes of development to be exempt from notification, subject to criteria that large scale horse keeping or dog kennelling proposals will undergo public consultation.</p> <p>We note that the South Australian Standards and Guidelines for Breeding and Trading Companion Animals defines a large facility as:</p> <p><i>Large facility means a facility with six or more pregnant or lactating dogs and/or cats at any one time or a facility which holds 30 or more dogs and/or cats at any one time.*</i></p> <p>This could be a useful and common definition that could be used as a trigger for public notice.</p> <p>Procedural Matters - Notification - ‘animal keeping’, ‘horse keeping’ and ‘low intensity animal husbandry’ be exempt from the notification process by being added to the class of development column as drafted in the revised version of the sub-zone, subject to a suitable tipping point being identified for larger scale applications to be publically notified.</p> <p>These land uses should also be added to the Notification section of the parent Rural Living Zone.</p>

Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
	<p>Restricted Development - the 1,000sq m floor area threshold exclusion for a 'shop' is far too generous and the 2019 figure of 200m<sup>2</sup> should be reinserted.</p> <p>Proposed additions to the sub-zone prepared by Council, based on current Development Plan policy, are attached to this submission to provide a starting point for potential additional policy within the Code.</p> <p>* <a href="http://www.dogandcatboard.com.au/breeders-new-standards-and-guidelines/">http://www.dogandcatboard.com.au/breeders-new-standards-and-guidelines/</a></p>
<b>Flooding</b>	
<p>Since the 2019 consultation on the Code, a new Flood Overlay has been introduced into the 2020 draft. This is to distinguish between areas of high/extreme flood risk and those that are exposed to a general risk. Whereas formerly, the Code had the Hazards (Flooding) Overlay to deal with all degrees of flooding risk, the revised Code now has a:</p> <ul style="list-style-type: none"> <li>• Hazard (Flooding) Overlay - covering high risk areas; and</li> <li>• Hazard (Flooding - General) Overlay - covering areas of general flooding</li> </ul> <p>The current Mallala Development Plan expresses flood policy via the Hazards module in the General section of the Plan and through the local policy additions inserted in its Flooding sub-section. The flood hazard areas are referenced along with minimum floor levels for buildings, gully traps and filling and driveway levels. These areas are defined in the Development Plan Overlay – Development Constraints series of maps. Development within the flood hazard risk areas shown in these maps is controlled through the flooding provisions referenced in the relevant</p>	<p>Introduce the Hazard (Flooding - General) Overlay into the classes of development column in all relevant zone Tables 1 (Accepted Development) and Tables 2 (DTS) where the Hazard (Flooding) Overlay is also referenced.</p> <p>Hazard (Flooding) Overlay - remove the DTS criteria in DTS/DPF 3.5 introduced into the 2020 Code (relating to carports and outbuildings) as being inappropriate in a high risk flood area and that the 300mm build-up requirement be rewritten as a Performance Outcome.</p> <p>Hazard (Flooding) Overlay - remove this DTS criteria in DTS/DPF 3.6 around post and wire fencing and allow all forms of fencing to be Performance Assessed.</p> <p>'Gully traps' to be referenced as part of the required 300mm build-up for buildings (which is current Development Plan policy)</p>

Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
<p>zones and at the General level (as described above). Some development in the high risk area is classified as non-complying.</p> <p>It appears that within the Flooding General Overlay that habitable buildings, commercial and industrial buildings, and buildings used for animal keeping within this area may be subject to a 300mm build-up to be consistent with Code policy requirements, however depending on their physical location they may not indeed need to be elevated, resulting in potential additional and unwarranted costs to applicants/land owners.</p>	<p>Hazard (Flooding - General) Overlay expanded to cover all land adjacent the high risk Overlay area.</p> <p>The loss of POs 1.2 and 1.3 in the Hazard (Flooding) Overlay relating to land division that were formerly in the 2019 version of the Code is significant and that these policies should be re-introduced to provide important control measures for assessing infrastructure implications of land division proposals.</p> <p>If a DTS fill level value is to be used then it needs to be placed also in the Hazard (Flooding - General) Overlay provisions to give clearer direction for development proposals.</p> <p>DTS criteria in DTS/DPF 3.6 allowing for a post and wire fences is not appropriate</p> <p>A more detailed review of assessment pathways in flood prone areas to result in limited 'Deemed to Satisfy' and 'Accepted' development in flood prone areas.</p> <p>Within higher risk areas development should undergo a performance assessment pathway and ideally DTS criteria ought to be removed so that all development is performance assessed, specific examples of horse keeping and outbuildings were identified as part of the Code review.</p>



Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
<b>Interface Management Overlay</b>	
	<p>Application of the Interface Management Overlay within 500 metres of the existing IWS Northern Baleful at Dublin (Dublin Landfill Facility). The 500 metre application of the Overlay should be taken from the allotment boundaries of the existing facility.</p> <p>The Interface Management Overlay provisions to apply to the assessment of 'dwelling' 'workers accommodation' and 'tourist accommodation' in the Rural Zone.</p>
<b>Recreation Zone / Mallala Racecourse</b>	
<p>Concerns were raised by Council in its response to the 2019 draft of the Code around the transition of the Mallala Racecourse Zone into the Recreation Zone as it did not sufficiently capture the intent of the existing zone within the Mallala Development Plan. Despite some changes to the Recreation Zone it is considered that this zone still does not adequately consider current Development Plan policy.</p> <p>The existing Mallala Motorsport Zone and Light Industry Zone – Mallala Racetrack Policy Area contain a unique suite of policies that are not reflected in any other Development Plan across the State.</p>	<p>Council still does not support the transition of the existing Mallala Racecourse Zone and Light Industry Zone – Mallala Racetrack Policy Area 2 solely into the Recreation Zone within the Code.</p> <p>It is recommend that a new Motorsport Park Subzone (within the Recreation Zone) be created to accommodate the unique suite of policies within the Mallala Development Plan.</p> <p>Council has prepared a draft sub-zone, based on current Development Plan provisions, to provide a starting point for potential additional policy within the Code.</p>

Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
<b>Neighbourhood Zone</b>	
<p>The Neighbourhood Zone applies within the residential areas of the Two Wells and Mallala townships.</p> <p>The 2019 draft Code proposed to transition the entire Residential Zone to the General Neighbourhood Zone. Council raised concerns with this proposal and the 2020 draft Code proposes most of the existing Residential Zone to now be transitioned to the Neighbourhood Zone (excluding Policy Areas 6)</p> <p>The draft Neighbourhood Zone encourages very low density housing with low rise buildings, often with large outbuildings, easy access and parking for vehicles. Existing Development Plan criteria for minimum allotments sizes, buildings heights and site frontages are managed via TNVs. The Neighbourhood Zone provides suitable on-site waste water management criteria for areas that aren't or cannot be connected to a community waste water management scheme which is an important element for Adelaide Plains Council, particularly as it relates to Two Wells,</p>	<p>This zone is generally suitable for the residential areas within APC, subject to some amendments including frontage widths, setbacks and building heights to reflect current Development Plan policy.</p> <p>Review the zone boundary at the rear of both Daffodil Road and Magnolia Boulevard allotments.</p> <p>PO 10.1 – Part (e) refers to a maximum length of 11.0 metres on the boundary for 'residential ancillary buildings'. There appears to be differences in the Accepted and Deemed to Satisfy/Performance Assessed criteria for various types of residential ancillary buildings (carports/outbuildings/verandahs)</p> <p>Table 1 (Accepted Development)</p> <ul style="list-style-type: none"> <li>▪ Carport – 11.0 metres</li> <li>▪ Outbuilding – 11.5 metres</li> <li>▪ Verandah – 11.5 metres</li> </ul> <p>Table 2 (Deemed to Satisfy) + Table 3 (Performance Assessed)</p> <ul style="list-style-type: none"> <li>▪ Carport - References DTS 10.1 which is 11.0 metres</li> <li>▪ Outbuilding - References DTS 10.1 which is 11.0 metres</li> <li>▪ Verandah - References DTS 10.1 which is 11.0 metres</li> </ul> <p>It is suggested that these provisions are reviewed to ensure greater consistency, with the intent that Accepted Development is not provided with an increased length relative to the Deemed to Satisfy and Performance Assessed criteria.</p>

Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
	<p>In addition it is questioned whether the community will consider 11.5m wall lengths of 3m or higher on common boundaries to be minor development. This policy approach required further consideration.</p> <p>PO 11.2 - The general intent of this PO is supported, however the same policy applies in both the Design (PO 13.2) and Design in Urban Areas General Development Provisions (PO 19.2). It is recommended that PO 11.2 be removed from each of the above mentioned zones and reference the Design in Urban Areas General Development Provision PO and DTS/DPF 19.1 (the townships of Two Wells and Mallala are considered to be an 'urban' area).</p> <p>Table 2 - Ancillary Accommodation/Detached dwelling/Dwelling addition/Semi-detached dwelling should include reference to PO 1.1</p> <p>Table 2 - Ancillary Accommodation / Carports, Dwellings and Outbuildings reference the Design General Development Provisions. The townships of Two Wells and Mallala are considered to be an 'urban' area and it is considered that these provisions should all to reference Design in Urban Areas General Development Provisions.</p> <p>Table 3 - Ancillary Accommodation should include reference to PO 1.1</p> <p>Table 3 - Ancillary Accommodation / Carports, Dwellings and Outbuildings reference the Design General Development Provisions. The townships of Two Wells and Mallala are considered to be an 'urban' area and it is considered that these provisions should all to reference Design in Urban Areas General Development Provisions.</p> <p>Table 4 – 'Shop' is restricted unless it satisfies one of two exclusions (less than 1000m<sup>2</sup> or a restaurant). A shop or group of shops is currently non-complying within the Residential Zone and the change to a 1000m<sup>2</sup> shop is considered excessive.</p>

Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
	<p>A reduced floor area should be considered to ensure consistency with both the current the Development Plan criteria and the overall intent of the Neighbourhood Zone.</p> <p>Amend the Minimum Frontage TNV to reflect the current Residential Zone site area criteria.</p> <p>Amend the Minimum Building Heights (Metres) TNV from 9.0 metres to 8.0 metres to reflect the current Residential Zone building height criteria.</p>
<b>Residential Policy Area 6 – Mallala Development Plan</b>	
<p>It is proposed within the revised Code that the existing Residential Policy Area 6 transition to the General Neighbourhood Zone. The intent of the General Neighbourhood Zone is to encourage a range of dwelling types to increase housing diversity and supply. Other non-residential land uses, including small-scale offices and consulting rooms, and a range of community facilities, including education, recreation and community centres are also encouraged. Development is proposed to retain the existing scale of 1 and 2 storey building levels.</p> <p>A review of the changes in policies between the 2019 draft Code and the 2020 draft Code was undertaken to determine if the General Neighbourhood Zone provides a suitable policy framework for the transition from the existing Residential Zone – Policy Area 6.</p>	<p>Council does not support the transition of existing Residential Zone (excluding Policy Area 6) to the General Neighbourhood Zone.</p>

Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
<p>Overall, the 2020 draft General Neighbourhood Zone is considered to be an improvement from the 2019 consultation version and better reflects the current Development Plan provisions. However, there are still a number of differences that are of a concern if the Residential Policy Area were to transition to this zone. As part of the Commission's release of the 2020 draft Code, the 'Summary of Post Consultation Amendments' (Nov 2020) document states that the General Neighbourhood Zone should be applied where the existing Residential Code applies. The Residential Code currently does not apply to the area contained within the existing Policy Areas 6.</p> <p>The lack of TNV's and ability to bring existing minimum allotments sizes and frontages from the current Development Plan into the Code using the General Neighbourhood Zone, along with the ability to manage sites that are not connected to a CWMS system.</p>	<p>It is recommend that the Residential Policy Area 6 transition to the Neighbourhood Zone, subject to changes to the Neighbourhood Zone including the application of both the Design (PO 13.2) and Design in Urban Areas General Development Provisions (PO 19.2).</p>
<p><b>Rural Horticulture Zone</b></p>	
<p>The Rural Horticulture Zone will cover a significant part of the southern area of the Council e.g. current Policy Areas 3 &amp; Precinct 5 of the Primary Production Zone.</p> <p>The Desired Outcomes for the zone (which remain unchanged from the 2019 version of the Code). While the intent of the zone is considered suitable, it is recommended that some detailed policy changes occur.</p>	<p>A TNV value for a minimum dwelling allotment size within each of the existing Horticulture Policy Area 3 (8ha) and Precinct 5 Horticulture (4ha) be spatially applied to the respective areas.</p>

Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
	<p>An additional Performance Outcome to be inserted into the zone to deal with stormwater runoff issues. An example of potential policy is outlined below:</p> <p><i>Stormwater runoff from buildings and hard surfaces captured and managed on-site through storage tanks and/or dams with a combined capacity to prevent direct water runoff onto adjoining public roads or properties.</i></p> <p>Council staff will liaise with the State Government planning staff to develop suitable policy wording during the finalisation of the Phase 3 Code.</p> <p>Table 2 DTS to be updated to reference new PO (and/or DTS) where applicable.</p> <p>The Hazard (Flooding - General) Overlay to be inserted into the classes of development column of zone Tables 1 and 2 wherever the Hazard (Flooding) Overlay applies.</p> <p>Restricted Development Table - the floor area exclusion size for a shop to revert back to the 2019 Code area of 250m<sup>2</sup>.</p> <p>Inclusion of PO and DTS/DPF criteria relating to a front setback requirement for an office in both the Rural and the Rural Horticulture Zones, this existing absence appears to be an oversight.</p> <p>Notification Table - horticulture to be added to the class of development column (it is currently missing).</p>

Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
	Horse keeping' and 'outbuilding' in Table 2 – both to be subject to the two flood Overlays and to not have the DTS pathway available.
<b>Rural Living Zone</b>	
<p>The Rural Living Zone applies in five areas with the principal location being Two Wells/Lewiston. The areas are the same as outlined in the initial Phase 3 Code 2019 and reflect current Development Plan zoning. The Desired Outcome for the 2020 version of the zone (which remains largely unchanged from the 2019 version of the Code) is:</p> <p><i>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.</i></p> <p>While the objective of the Rural Living Zone is considered suitable, it is recommended that a number of specific planning policy changes are made.</p>	<p>A TNV minimum frontage value of 30m be specified for lots within existing Precinct 3 - Two Wells</p> <p>Restricted Development - the 1,000m<sup>2</sup> floor area threshold exclusion for a 'shop' is far too large for a Rural Living Zone and the 2019 figure of 200m<sup>2</sup> should be reinserted.</p> <p>Table 1 - Accepted Development - reference made to the Hazard (Flooding - General) Overlay in addition to and in support of the Hazard (Flooding) Overlay where this is listed as an exception in the classes of development column.</p> <p>Table 2 - DTS - reference must be made to the Hazard (Flooding - General) Overlay in addition to and in support of the Hazard (Flooding) Overlay where this is listed as an exception in the classes of development column, and that both flood Overlays also apply to 'horse keeping' and to 'outbuilding'</p>

Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
	<p>'Detached dwelling', 'dwelling addition' and 'ancillary accommodation' subject to the Hazard (Flooding - General) Overlay in addition to and in support of the Hazard (Flooding) Overlay where this is listed as an exception in the classes of development column in Table 2 - DTS, with the corresponding DTS 2.1 reference being removed accordingly (i.e. these forms of development become entirely Performance Assessed in relation to flood policy).</p>
<p><b>Township Activity Centre Zone</b></p>	
<p>The Township Activity Centre Zone will now only apply to the Mallala Town Centre and not to the Two Wells Centre as was proposed in the 2019 version of the draft Code. This was a change that Council requested when commenting on the 2019 consultation version of the Code.</p> <p>The Township Activity Centre Zone contains appropriate planning policies that would enable a range of acceptable development outcomes to be achieved and has a much more comprehensive suite of policies than the current Mallala Development Plan. This will add greater value to the assessment process and provide clearer guidance to those who wish to develop in the centre subject to some additional planning policy around acceptable building heights.</p>	<p>Amendment to the draft Code to include additional planning policy around acceptable building heights in the Township Activity Centre Zone. TNV/Policy should outline a maximum height of 2 levels and 9m in height.</p>



Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
<b>Township Main Street Zone</b>	
<p>The Township Main Street Zone will apply to the main street of Two Wells. It is currently zoned in Council's Development Plan as a Town Centre Zone together with Policy Area 5 Two Wells Town Centre. While the application of the Township Main Street Zone was requested by Council in its response to the 2019 draft Code, it is considered that the draft Zone provisions still do not adequately recognise or retain the significant policy contained in the current Mallala Development Plan.</p> <p>It is recommended that a Town Centre Sub-zone for Two Wells is applied to accommodate current specific Two Wells centre provisions.</p>	<p>Town Centre Sub-zone for Two Wells is applied to accommodate current specific and detailed Two Wells centre provisions. A draft sub-zone has been prepared and is attached as part of Council's submission to provide a starting point for potential additional policy within the Code.</p> <p>Inclusion of Concept Plan Mal/10 - Two Wells Town Centre Areas (as supplemented by and merged with Concept Plan Mal/1 - Recreation Two Wells.</p> <p>Council are prepared to engage an experienced mapping consultation to prepare a suitable revised Concept Plan to be introduced into the Code.</p> <p>TNV value prescribing a maximum building height spatially applied to all properties within the Zone.</p> <p>Insert the Hazard (Flooding - General) Overlay into the Code zone Tables 1 to 3 (in the classes of development column) wherever the Hazard (Flooding) Overlay is referenced in all cases.</p> <p>Hazards (Flooding - General) Overlay be amended by adding a further PO and DTS/DPF provision for a 'fence' similar to that already in the high risk flood Overlay</p>

Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
	Hazard (Flooding - General) Overlay be specifically inserted into the Code zone Table 3 - Applicable Policies for Performance Assessed Development, in the Overlay column, to ensure that a 'fence' (as amended by the above recommendation), 'residential flat building' (otherwise there will be no levels specified for such development at all, a critical oversight) and 'retaining wall' are subject to this flood Overlay.
<b>Interface between Land Uses (Rural Areas)</b>	
<p>Both the Rural Zone and Rural Horticulture Zone contain a suite of provisions that require the appropriate siting and design of sensitive land uses to ensure that they avoid adverse impacts upon adjoining rural activities.</p> <p>Within the 2020 Phase 3 Code there are interface policies contained within the Interface Between Land Uses General Development policies and the Rural Zone. Both Horticulture and Broad Acre Farming are envisaged land uses within the Rural Zone. While both are key land uses within this zone, they come with a level of complexity when considering how to manage interface issues between them. The 'Guide to the Draft Planning and Design Code – October 2019' states that the 'new rural based zones will contain policies about rural interface management'. It is considered that the inclusion of Horticulture as a 'Deemed to Satisfy' use without appropriate and detailed interface provisions is not consistent with the consultation documentation supporting the intent of the Code.</p> <p>Council do not consider the current provisions within the Rural Zone are detailed enough to address the interface between rural land uses issue, in particular between broad acre farming and horticulture.</p>	<p>Further review of interface provisions within the Rural Zone should be undertaken to strengthen the level of detailed planning policy that deals with rural interface issues, particularly between farming and horticulture activities. (Council staff are happy to be involved in the review process)</p> <p>Rural Zone - DTS/DPF 3.1 criteria for 'Horticulture' is reinstated (or a similar criteria be inserted) to manage the interface between horticulture and farming activities.</p> <p>Recommended that the Rural Zone - DTS/DPF 12.1(d) be reinstated as 250m<sup>2</sup> to reflect the 2019 draft Code criteria and provide a size more suitable for a Deemed to Satisfy assessment pathway.</p>

Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
	<p>Recommend that Table 5 – Procedural Matters (Notification) in both the Rural Zone + Rural Horticulture Zone be amended to incorporate the following:</p> <ul style="list-style-type: none"> <li>• Reinstate ‘function centres’ as a requirement to undergo public notification. Should this exemption not be removed, that it is recommended that DTS/DPF 6.5 also be included as part of its notification requirement (this would limit the size to a maximum 75 persons)</li> </ul> <p>Recommend that Table 5 – Procedural Matters (Notification) in the Rural Zone be amended to incorporate the following:</p> <ul style="list-style-type: none"> <li>• ‘Horticulture’ exceptions should state – ‘Horticulture that is unable to satisfy Rural Zone DTS/DPF 3.1 (d), (e) and (f)’</li> <li>• Reinstate a size limit for ‘tourist accommodation’ to ensure that larger forms of tourist accommodation require public notification.</li> </ul>
<b>Coastal Areas</b>	
<p>The existing Coastal Conservation Zone and Rural Settlement Zone are proposed transition to the Conservation Zone and Rural Settlement Zone within the revised Phase 3 2020 Code. The Coastal Areas Overlay will contain coastal related development assessment provisions and a referral trigger to the Coastal Branch for any coastal development. In the 2019 draft Code it was also intended that a Dwelling Subzone be employed so that a similar suite of policies to those contained within the current Coastal Conservation Zone of the Mallala Development Plan could be included in the Code.</p>	<p>Reinstate the Dwelling Subzone to the Adelaide Plains Council area or include policy that requires new dwellings to undergo a performance assessed assessment with appropriate planning policy to guide environmental protection.</p>

Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
<p>It is understood that the Department for Environment and Water provided a submission on the 2019 draft Code and requested that the Dwelling Subzone should not apply to coastal land within the Adelaide Plains Council, as the area is ecologically sensitive (with parts located in the Adelaide International Bird Sanctuary National Park) and subject to coastal flooding.</p> <p>The Commission has removed the Dwelling Subzone from the Adelaide Plains Council area. The result of this change it that the construction of new dwellings will now be 'Restricted' development, not performance assessed development as was previously the case in the 2019. The replacement of an existing lawfully erected dwelling will however be an exclusion to the restricted pathway and ensure that a replacement dwelling will be performance assessed.</p> <p>The inclusion of new dwellings as a 'Restricted' development is a change from the current Development Plan provisions under which dwellings are classed as a merit form of development. Noting that the zone policies tend to only encourage replacement dwellings or dwelling additions, since the Coastal Conservation Zone's Objectives and PDCs do not actively encourage the construction of new dwellings in any event.</p> <p>Despite this the allocation of dwellings as Restricted seems a somewhat heavy handed policy response when a merit assessment with appropriate planning policy to guide environmental protection may be a more reasonable outcome for existing land owners within Adelaide Plains.</p>	

Adelaide Plains Council Issues / Comments	Adelaide Plains Council Recommendations
Industry/Light Industry	
	Reinstate a 20m setback from Port Wakefield Road that covers the existing Industry and Light Industry Zones as a Code setback (could potentially be achieved via a TNV minimum primary street setback value spatially applied to the affected properties).

Attachment A – Revised Animal Husbandry Sub-Zone

Attachment B – Mallala Motorsport Park Sub-Zone

Attachment C – Two Wells Town Centre Sub-Zone

**14.7 RECRUITMENT OF AN INDEPENDENT MEMBER - INFRASTRUCTURE AND ENVIRONMENT COMMITTEE****Record Number:** D23/45229**Author:** Director Infrastructure and Environment**Authoriser:** Chief Executive Officer**Attachments:** Nil**EXECUTIVE SUMMARY**

- The purpose of this report is for Council to consider the independent membership of its Infrastructure and Environment Committee (the Committee).
- Current independent membership (comprising Mr Richard Dodson and Mr Howard Lacy) expires on 28 January 2025.
- The Chairperson of Council's Infrastructure and Environment Committee, Mr Richard Dodson, has provided notice of his resignation from the Committee, to take effect from Friday, 18 August 2023.
- Council Members were appointed to the Committee at the 28 November 2022 Ordinary Council meeting (Resolution 2022/372).
- It is therefore recommended that Council instruct the Chief Executive Officer to advertise for Expressions of Interest for the remaining independent membership vacancy on the Committee.

**RECOMMENDATION**

***"that Council, having considered Item 14.7 – Recruitment of an Independent Member - Infrastructure and Environment Committee, dated 23 October 2023, receives and notes the report and in doing so instructs the Chief Executive Officer to undertake an Expressions Of Interest process for one (1) vacant independent member position on Council's Infrastructure and Environment Committee and bring a report back to Council in order for Council to consider appointing a second independent member to the Committee."***

**BUDGET IMPACT**

Estimated Cost:	\$300 - Cost of online advertisement
Future ongoing operating costs:	\$645 – Sitting fee for non-Chairperson independent fee per meeting
Is this Budgeted?	Yes

**RISK ASSESSMENT**

By adopting the recommendations Council will not be exposed to any risk.

## DETAILED REPORT

### Purpose

The purpose of this report is for Council to consider the independent membership of its Infrastructure and Environment Committee (the Committee).

### Background

The Committee is established under section 41 of the *Local Government Act 1999* (the Act), initially named the 'Environment Management Advisory Committee' and, in 2017, rebadged as the Infrastructure and Environment Committee.

The current functions of The Committee, set out within the Terms of Reference, are to:

- 2.1 provide advice to the Council in delivering its infrastructure and environmental projects, services and programs in line with Council's strategic focus areas, 'Great Places & Infrastructure' and 'Resilient Environment & Community';
- 2.2 review, monitor and provide advice to the Council in relation to the Council's performance in its provision of Infrastructure and Environmental initiatives, policies and processes;
- 2.3 provide advice and recommendations to the Council regarding its Infrastructure and Asset Management Plan and associated programs;
- 2.4 review and identify potential projects for input into Council's Annual Business plan, Budget and Long-Term Financial Plan;
- 2.5 make recommendations to Council on matters pertaining to the management and protection of the coastal environment, biodiversity and remnant vegetation.

### Terms of Reference

The Committee's Terms of Reference were last reviewed by Council on 28 January 2021. [Click here to view](#) a copy of the Infrastructure and Environment Committee – Terms of Reference.

### Membership

Council Members were appointed to the Committee at the 28 November 2022 Ordinary Council meeting (Resolution 2022/372), membership is as follows:

- Mayor Mark Wasley
- Councilors John Lush
- Councilors Terry-Anne Keen
- Councilors Kay Boon
- Councilors Alana Bombardieri
- Councilors Dante Mazzeo
- Councilors Eddie Stubing

**Discussion**

The term of office for current members expires on 28 January 2025. Council is therefore not required to consider membership of the Committee until at least January 2025 to be consistent with the original term of office.

However as independent Chair Mr Richard Dodson has resigned owing to his appointment as CEO of Light Regional Council, Management recommends to Council that it instructs the Chief Executive Officer to advertise, in the immediate future, for Expressions of Interest for independent member of the Committee for a term of office up to 28 January 2025.

It is likely that advertising, shortlisting, interviewing and appointing (with full Council sign off) will be completed by early 2024.

**Conclusion**

It is recommended that Council instructs the Chief Executive Officer to advertise for Expressions of Interest for the remaining independent membership vacancy on the Committee.

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**References**Legislation

*Local Government Act 1999*

Council Policies/Plans

*Infrastructure and Environment Terms of Reference*



**14.8 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM FUNDING****Record Number: D23/45296****Author: Director Infrastructure and Environment****Authoriser: Chief Executive Officer****Attachments: Nil****EXECUTIVE SUMMARY**

- The purpose of this report is for Council Members to determine which project it wishes to allocate the \$199,268 Local Roads and Community Infrastructure Program Round 4 Part B “LRCI” funding to.
- Adelaide Plains Council is eligible to receive \$199,268 from the Australian Government Department of Infrastructure, Transport, Regional Development and Communications for the LRCI to assist delivery of road infrastructure outcomes.
- A Letter of Offer has been received from the Australian Government confirming Adelaide Plains Council is eligible to receive the Part B funding and has requested completion of a Project Nomination form.
- The funding key details are;
  - Applications open July 2023
  - Project completion July 2025
  - Eligible activities - Local Roads Projects are projects that involve the construction or maintenance of roads managed by local government. Local governments are encouraged to consider works that support improved road safety outcomes (over and above community infrastructure).
- It is Management’s recommendation to allocated the \$199,268 to Hart Road construct and seal project and apply for Heavy Vehicle Safety Productivity Program (HVSP).
- The approach presented to Council Members within this report maximises the funding received from the Federal Government through LRCI 4b and mitigates the risk of having to fund the renewal through the annual budget.
- It is now for the elected body to determine which projects it wishes to allocate the \$199,268 Local Roads and Community Infrastructure Program funding to.

**RECOMMENDATION**

**“that Council, having considered Item 14.8–*Local Roads and Community Infrastructure Program Funding*, dated 23 October 2023, receives and notes the Report and in doing so; -**

- 1. Allocates the Local Roads and Community Infrastructure Program Round 4 Part B - \$199,268 to Hart Road construct and seal project (Port Wakefield Road to Devon Road);**
- 2. Instructs the Chief Executive Officer to apply for Heavy Vehicle Safety and Productivity Program funding for the Hart Road construct and seal project (Port Wakefield Road to Devon Road); and**
- 3. Instructs the Chief Executive Officer to bring back a report outlining the outcome of the funding application.”**

**BUDGET IMPACT**

Estimated Cost: \$ 199,268  
Future ongoing operating costs: Whole of Life cost.  
Is this Budgeted? Yes

**RISK ASSESSMENT**

Each project determined by Council will be submitted to the Federal Government for approval individually. While Management holds the reasonable view that the project outlined within this report meet the Federal Government's eligibility criteria, a further report will be presented to the Chamber in the event that the project is determined ineligible by the Federal Government in order for Council to reconsider that particular allocation.

**DETAILED REPORT****Purpose**

The purpose of this report is for Council Members to determine which project it wishes to allocate the \$199,268 Local Roads and Community Infrastructure Program Round 4 Part B “LRCI” funding to.

**Background**

Adelaide Plains Council is eligible to receive \$199,268 from the Australian Government Department of Infrastructure, Transport, Regional Development and Communications for the LRCI to assist delivery of road infrastructure outcomes.

A Letter of Offer has been received from the Australian Government confirming Adelaide Plains Council is eligible to receive the Part B funding and has requested completion of a Project Nomination form.

**Discussion***The Funding*

The funding key details are;

- Applications open July 2023
- Project completion July 2025
- Eligible activities - Funding received under Part B should be spent on eligible local rural, regional or outer-urban road projects. Local Roads Projects are projects that involve the construction or maintenance of roads managed by local government. Local governments are encouraged to consider works that support improved road safety outcomes.

*The Proposed Project*

To construct and seal Hart Road (Port Wakefield Road to Devon Road), which will typically have the following specifications;

- 11 metre wide formation
- construction of 2 X 150 mm compacted layers of 40mm crushed Limestone rubble
- 8 metre 2 coat 14mm/7mm spray seal;
- line marking/regulatory signage
- stormwater infrastructure and
- asphalt seal at intersections

*Problem Being Addressed*

Hart Road is an unsealed roads and carry higher than normal traffic volumes compared with other Councils roads. This road is also the subject of repeated requests to grade more often and also deteriorate much quicker due to the higher traffic volumes. By sealing will allow a greater grading focus on the remainder of the unsealed road network.

The project will address issues of, poor surface which becomes dusty when dry, slippery when wet, mixed with a large amount of interaction between heavy vehicles and commuter vehicles. The widening and sealing of the roads will deliver the ability to approve RAV and HML access, safer driving conditions for all vehicles, improved road conditions for all users, reduction in vehicle

damage/deterioration and increased transport efficiency by sealing the missing link in APC's freight network. Hart Road is the primary access to a Days Eggs (South Australia's largest egg producer) which generates high numbers of heavy vehicles and commuter vehicles.

### Benefits

- Improved road conditions – The road formation width is too narrow for the high number of freight vehicles passing with the poor road condition - Construct and sealing and upgrade of the road will provide improved alignment and delineation with line marking.
- Increased transport efficiency by sealing missing link in heavy vehicle freight network with safer condition roads.
- Safer driving conditions – The unsealed road becomes extremely dusty in dry conditions, it is slippery in wet conditions and is generally potholed and corrugated. Large vehicles passing each other in these conditions at speeds up to 100 km/h is a safety issue. Inexperienced drivers on unsealed roads also have difficulty maintaining control in these road conditions. Construct and sealing will provide improved alignment and delineation with line marking.
- Reduction in vehicle damage/deterioration to tyres, suspensions, windscreen and paint damage etc.
- The project links to Legatus Group 2030 Regional Transport Plan and has been highlighted as a regional significant freight route.
- Benefit regional employment and sustain communities – By construct and sealing the road it provides increased transport efficiencies and supporting local businesses.
- Reduce the road maintenance effort – By construct and sealing the road it will dramatically reduce the current level of road maintenance. The unsealed road becomes extremely dusty in dry conditions, it is slippery in wet conditions and is generally potholed and corrugated due to the heavy vehicle movements.
- Link areas of particular land uses to strategic routes - This road is a regional significant freight route utilised by Primary production, commercial business, exporters etc due to its connectivity to Port Wakefield Road DIT strategic routes connection.

### Budget/Cost Estimates

The budget estimate for the project is based on similar road sealing program undertaken by the Council in the past. The total preliminary estimated cost of the project is \$900,000.

It is Management's recommendation to allocate the \$199,268 to Hart Road construct and seal project and apply for Heavy Vehicle Safety Productivity Program (HVSPP). Management have reviewed the HVSPP funding guidelines and believes the construction and sealing of Hart Road project closely aligns with the funding criteria. The funding details of HVSPP is 80% Federal/20% Council;

- LRCI Round 4b - Council contribution (20% funded) = \$180,000
- HVSPP – Federal contribution (80% funded) = \$720,000
- Resheet allocation within 2023/2024 Budget = \$98,000 (saving within 2023/2024 budget)

**Conclusion**

It is critical that when seeking grant funding the project candidates align with the funding criteria to give Council the best opportunity to be successful with grant funding. The approach presented to Council Members within this report maximises the funding received from the Federal Government through LRCI 4b and mitigates the risk of having to fund the renewal through the annual budget.

It is now for the elected body to determine which projects it wishes to allocate the \$199,268 Local Roads and Community Infrastructure Program funding to.

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**References**Legislation

*Local Government Act 1999*

Council Policies/Plans

*Strategic Plan 2021-2024*

*Long Term Financial Plan 2024-2033*

*Infrastructure and Asset Management Plans*

*Annual Business Plan and Budget 2023-2024*

**14.9 SIGNAGE AND WAYFINDING DESIGN STRATEGY****Record Number:** D23/45529**Author:** Marketing and Communications Officer**Authoriser:** Director Infrastructure and Environment**Attachments:** 1. Signage and Wayfinding Design Strategy - Version 1.1  **EXECUTIVE SUMMARY**

- The purpose of this report is to provide Council with the draft *Signage and Wayfinding Design Strategy* (the Design Strategy) for consideration and adoption.
- The 2021/2022 Annual Business Plan and Budget allocated \$35,000 to deliver signage and wayfinding information in the Infrastructure and Asset Management Plan 2021 (Open Spaces) renewal projects.
- A draft Design Strategy has been developed to inform future signage and wayfinding installed across the Adelaide Plains Council region.
- Version 1 of the draft Design Strategy was provided at the 17 August 2023 meeting of the Infrastructure and Environment Committee, and a subsequent workshop was held with Elected Members on 11 September 2023.
- The draft Design Strategy presents design that is consistent with, and strengthens, the Adelaide Plains Council brand. It is a guiding document only, and examples within do not necessarily represent the final signs that will be installed. It offers a range of different sign types that can be refined or expanded on over time.
- The roll-out of updated or new signage will be made in a staged approach across the region, prioritised in respect to budget, Council requirements and impact on community.
- The draft *Signage and Wayfinding Design Strategy* is presented as **Attachment 1** for Council's consideration and adoption, noting that:

**RECOMMENDATION**

**"that Council, having considered Item 14.9–*Signage and Wayfinding Design Strategy*, dated 23 October 2023, receives and notes the report and in doing so: -**

- 1. Adopts the Signage and Wayfinding Design Strategy as presented in Attachment 1 to this report; and**
- 2. Authorises the Chief Executive Officer to make any necessary minor and administrative amendments to the Signage and Wayfinding Design Strategy."**

**BUDGET IMPACT**

Estimated Cost:	N/A
Future ongoing operating costs:	Update of existing signage.
Is this Budgeted?	Yes

**RISK ASSESSMENT**

By adopting the recommendations Council will not be exposed to any risk. If the recommendations are not adopted the existing and future signage may not be delivered with a consistent design.

## DETAILED REPORT

### Purpose

The purpose of this report is to present the Signage and Wayfinding Design Strategy (version 1.1), for Members' consideration.

### Background

Since Adelaide Plains Council (Council) rebranded in 2016 the updating of signage has been an ongoing project, completed when resources permit. Additionally, with the growth of the Adelaide Plains region in terms of both residents and likely visitors, a cohesive wayfinding system is required that defines the region, provides clarity and consistency, and improves links between different locations, facilities and attractions.

The 2021/2022 Annual Business Plan and Budget allocated \$35,000 to deliver signage and wayfinding information in the Infrastructure and Asset Management Plan 2021 (Open Spaces) renewal projects.

Council's Infrastructure and Environment department, together with Corporate Services, has worked with design consultants The Set Up to develop a Signage and Wayfinding Design Strategy (Design Strategy) provided as **Attachment 1** to this report. Its purpose is to guide the future development of signage and wayfinding across the Adelaide Plains Council region.

Version 1 of the Design Strategy was provided at the 17 August 2023 meeting of the Infrastructure and Environment Committee, where it was resolved that:

#### **COMMITTEE RESOLUTION 2023/028**

**Moved: Cr Boon**

**Seconded: Cr Stubing**

#### **RECOMMENDATION**

**"that Council, having considered Item 8.6 – Signage and Wayfinding Design Strategy, dated 17 August 2023, receives and notes the report and in doing so acknowledges that further workshopping of the concepts and strategy be undertaken with Elected Members."**

**CARRIED**

A workshop was held with Elected Members on 11 September 2023.

### Discussion

With the growth of the Adelaide Plains region in terms of both residents and likely visitors, a cohesive wayfinding system and consistent signage design is required to:

- Define the region
- Provide clarity and consistency across Council facilities
- Improve links between different locations, facilities and visitor attractions.

A Signage and Wayfinding Design Strategy provided in **Attachment 1** has been developed to guide and inform the future design and manufacture of public signage across the Adelaide Plains Council region.

Since the Council rebrand in 2016, the updating of signage has been an ongoing project, completed when resources permit. Over time a mix of different designs have been installed and some older



signage contains references to “District Council of Mallala”. During this time Council has not had a Design Strategy in place to inform signage and wayfinding, and so naturally a range of different signage designs exist across the region.

Examples include:

Wayfinding on Redbanks Road, Mallala.



Entry sign, Redbanks Road.



Directional sign on Old Port Wakefield Road, Two Wells.



Reserve sign at Dublin parklands.



Signage and wayfinding design should be consistent within and across different environments in the Council region, helping people quickly recognise and understand information on signage through repetition of form, colour, and type. Effective wayfinding communicates location and direction through easily recognisable visual cues.

Updated and improved signage and wayfinding forms part of some actions outlined in Council’s *Tourism and Economic Development Strategy 2022-2025*, *Marketing and Communications Strategy 2023-2024*, and select asset renewal projects in the *Infrastructure and Asset Management Plan 2021* (Open Spaces).

The brief required a Design Strategy that:

- Supports design consistency across signage that is aligned to Council's brand, reflective of township characteristics (where relevant), and accessible.
- Improves linkages between attractions and activities, helping to encourage visitors to less-visited areas with signage itineraries.

Version 1 of the Design Strategy was provided at the 17 August 2023 meeting of the Infrastructure and Environment Committee, and a subsequent workshop was held with Elected Members on 11 September 2023. Minor amendments were made to the Design Strategy following the workshop, mainly the simplification of some township signage iconography.

The Design Strategy (version 1.1) presents design that is consistent with, and strengthens, the [Brand Guidelines 2023](#). It offers a range of different sign types and styles which over time can be refined or expanded on as further signage types may be required.

It is a guiding document only, and examples presented within do not necessarily represent the final signs that will be manufactured and installed. Design of any signage manufactured and installed requires further assessment in regards to sign content and the requirements for different locations – not simply replacing like-for-like.

The roll-out of updated or new signage will be made in a staged approach across the region, prioritising in respect to budget, Council requirements and impact on community.

## Conclusion

This report is provided for Members' consideration and adoption. Administration are working towards updating signage assets across the Council region in a staged, informed approach.

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## References

### Legislation

*Local Government Act 1999*

### Council Policies/Plans

*Strategic Plan 2021-2024*

*Infrastructure and Asset Management Plan 2021 (Open Spaces)*

*Tourism and Economic Development Strategy 2022-2025*

*Marketing and Communications Strategy 2023-2024*



# WAYFINDING STRATEGY

Prepared for Adelaide  
Plains Council May 2023







# INTRODUCTION

Adelaide Plains is one of South Australia’s fastest growing regions, with a rapidly increasing residential population and an anticipated acceleration of new capital projects and upgraded infrastructure over the next 10 years.

With that growth will come activation of the townships and increased tourism in the region, with knowledge of the attractions and experiences available to alter visitor perceptions of the area and create an appealing destination.

With these imminent changes, residents, businesses and visitors to the Adelaide Plains Council need a cohesive wayfinding system that defines the region, has consistency and improves linkages between locations and attractions.

Wayfinding effectively communicates location and direction through a succession of visual cues, usually on signage, allowing people to move between destinations easily. In the Adelaide Plains Council region, particularly for a first-time resident or visitor to the area, it is all about knowing where you are now, where you are heading, how to get there, and how to recognise when you have arrived there.

Signage and wayfinding design should be consistent within and across different environments in the Adelaide Plains Council region. Consistent design features allow people to recognise and understand the information on the signs and learn the patterns in the space through the repetition of form, colour, type and image.

# STRATEGY

This strategy presents signage design consistent with the new Adelaide Plains Council brand guidelines and intends to strengthen that branding. We offer a range of sign types and styles for selection and implementation, and over time, the range will be expanded upon as further signage types may need to be introduced.

It is a guiding document and assumes there will be further assessment needed relating to individual circumstances of each signage style required. It does not address every individual signage solution, but is a strategy of where and how to start building a consistent wayfinding system for the region.

We also suggest some locations for these signs, but it is through the actual location searches, dial and digs and other processes needed, that the final sizes, materials and position of each sign will be determined. When the signs are produced and the individual print ready artwork of each sign is created, requiring accurate and detailed measurements and dimensions, a detailed signage specification document can be created.

Before embarking on the production and installation of the recommended wayfinding signage strategy, our research and analysis of the existing signage in the area shows that:

- All old signage should be removed, covered or re-purposed first.
- Users need simplified signage e.g. they do not need to know where the post office, doctor or school is when entering a town (as per many signs presently in Mallala). Instead, they need to know how to get to the main street or town centre as most users know that is where the shops and facilities will be.
- All information bays or locations should be updated and users should be directed to 'information' in each town, whether that be in an information bay, or in a building.
- The wayfinding signage should be supported by brochures and maps made available in information locations and local cafes and shops.
- A single sign does not constitute wayfinding. Each larger sign needs support signage for users to reach the destinations successfully. We suggest groups of signs in our examples to achieve that.



# LOGO

The Adelaide Plains Council logo should be used on the majority of wayfinding signage types (with the exception of Directional Road Blades and in some instances of other multiple Directional or Identification signs). As such the logo should not be altered, recreated, reconstructed or distorted in any way.

The stacked logo should be used when space allows, in either full colour, or reversed out in white on a solid colour. When placed over a solid colour background, care should be taken to ensure there is sufficient contrast for the logo to be easily seen.

Stacked Logo - Full Colour



Stacked Logo - Reverse



Stacked Logo - Clear Space



Vertical Logo - Full Colour



Vertical Logo - Reverse



Vertical Logo - Clear Space



# FONTS

The typefonts for Adelaide Plains Council are Montserrat and Sarabun. To maintain consistency, it is important not to deviate from the typefonts specified, or to distort the fonts in any way.

Montserrat Semi-bold should be the font used for all types of signage. The text should be reversed out in white on a solid colour, and care should be taken to ensure there is sufficient contrast for the text to be easily seen. Montserrat Medium Italic should only be used for Aboriginal names, and should also be reversed out in white.

Sarabun Regular and Sarabun Bold are only to be used in wayfinding when a sign has paragraphs or body text such as on an Interpretive sign. Otherwise it should not be used. It can be used in black or a colour on an Interpretive sign, providing there is sufficient contrast.

## Montserrat - Semibold

Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm  
Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww Xx Yy Zz  
1 2 3 4 5 6 7 8 9 0

## Montserrat - Medium Italic

*Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm  
Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww Xx Yy Zz  
1 2 3 4 5 6 7 8 9 0*

**Note:** Medium Italic is only used for indigenous traditional place names

## Sarabun - Regular

Aa Bb Cc Dd Ee Ff Gg Hh Ii  
Jj Kk Ll Mm Nn Oo Pp Qq Rr  
Ss Tt Uu Vv Ww Xx Yy Zz  
1 2 3 4 5 6 7 8 9 0

## Sarabun - Bold

**Aa Bb Cc Dd Ee Ff Gg Hh Ii  
Jj Kk Ll Mm Nn Oo Pp Qq Rr  
Ss Tt Uu Vv Ww Xx Yy Zz  
1 2 3 4 5 6 7 8 9 0**

**Note:** Sarabun is only used for body text such as Interpretive Signage

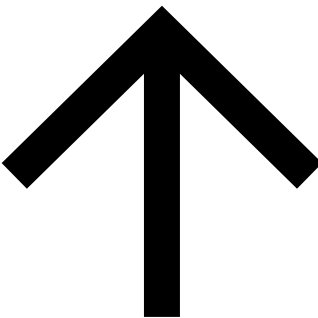
# ARROWS

Arrows are used to direct the viewer to destinations in the different signage types.

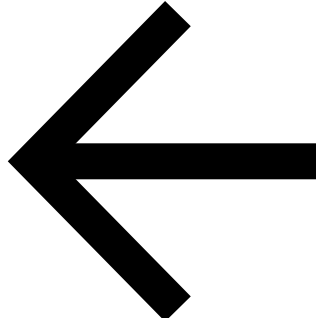
Only these styles of arrows should be used on the wayfinding signage, and they should not be distorted in any way. The arrows should be reversed out in white on a solid colour, and care should be taken to ensure there is sufficient contrast for the arrow to be easily seen.

Users should never be directed to locations which are directly behind them as backwards arrows can lead to misinterpretation and become confusing. Only forwards, left, right and angles are used.

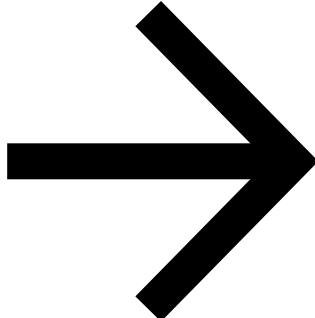
Forward



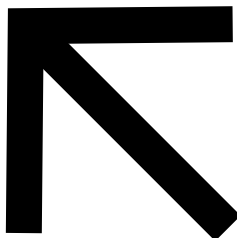
Left



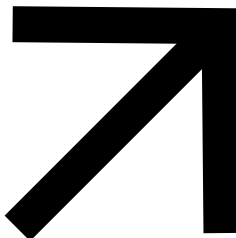
Right



Forward - Left



Forward - Right

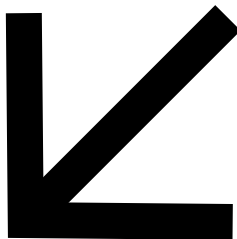


**Note:**

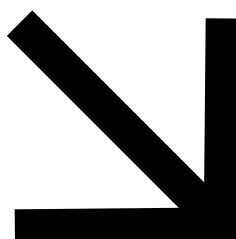
No arrows should lead to locations directly behind the user as this can lead to misinterpretation and become confusing.

Arrows will be white, reversed out of the wayfinding colours.

Reverse Angle - Left



Reverse Angle - Right





# COLOUR

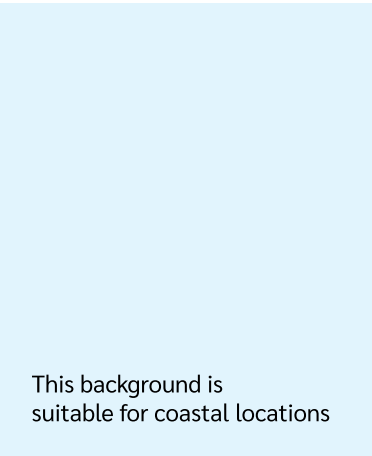
## Sign Background Colours

The wayfinding strategy has been designed to reflect the new Adelaide Plains Council brand guidelines, and the use of colour in the signage is an important as part of the succession of visual cues the signage will give throughout the district.

The coloured backgrounds each represent various regions, elements or categories, and need to be kept to soft tints as they will have to work with stronger wayfinding colours and subtle graphics at the bottom.

Tinted backgrounds rather than white, are also less likely to show dirt and dust which can build up over time.

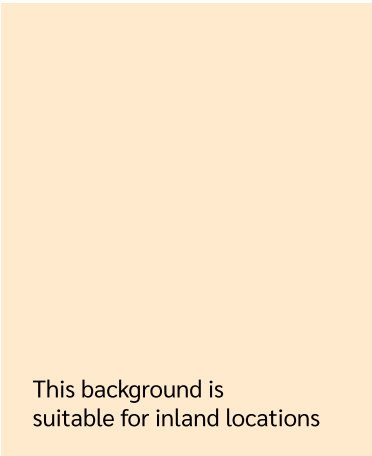
### Water



This background is suitable for coastal locations

Colour: PMS 305C (20%)  
CMYK 51 0 0 0

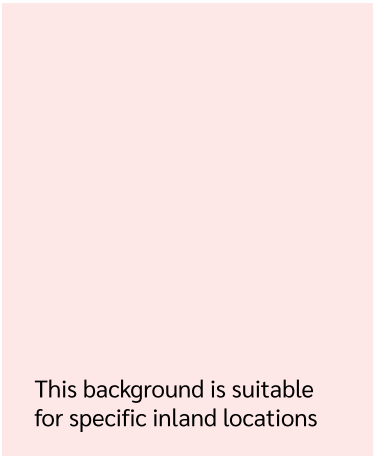
### Land 1



This background is suitable for inland locations

Colour: PMS 151C (20%)  
CMYK 0 40 100 0

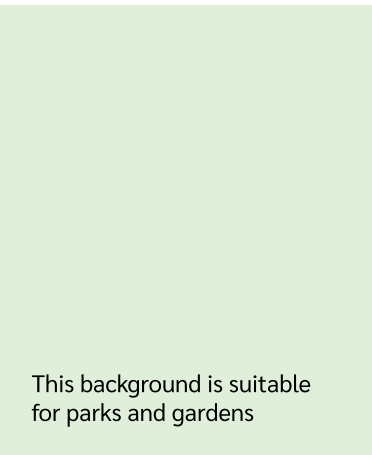
### Land 2



This background is suitable for specific inland locations

Colour: PMS 184C (15%)  
CMYK 0 70 25 0

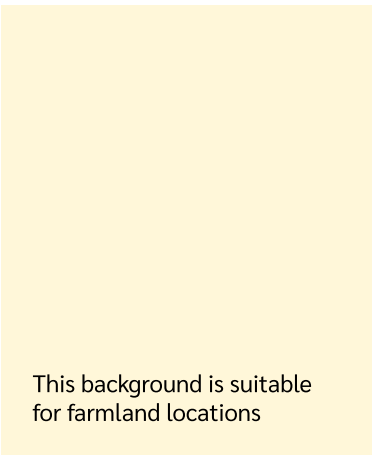
### Environment



This background is suitable for parks and gardens

Colour: PMS 360C (20%)  
CMYK 62 0 87 0

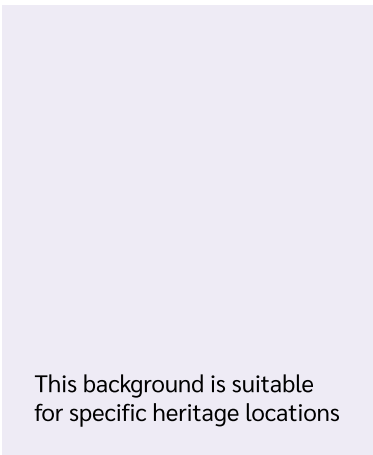
### Croplands



This background is suitable for farmland locations

Colour: PMS 115C (20%)  
CMYK 0 7 84 0

### Heritage



This background is suitable for specific heritage locations

Colour: PMS 265C (10%)  
CMYK 50 60 0 0

# COLOUR

## Wayfinding Colours

The range of flat wayfinding colours have been chosen to represent certain categories to provide visual consistency with the signage throughout the region.

This selection of stronger colours, mostly from the Adelaide Plains Council brand guidelines, offer good contrast to the soft background colours and subtle graphics. The colourful range will draw attention to the signage, and over time, each colour will be recognised for the category it represents.

Some colours may have dual purposes e.g. the Adelaide Plains Council entry signage uses the same blue as sporting locations, but the entry signage is limited, and therefore, they are not conflicting.

The text on the wayfinding colours is to be reversed out in white on the flat colour for good contrast and legibility.

### Parks



Colour: PMS 360C  
CMYK 62 0 87 0

### Beaches



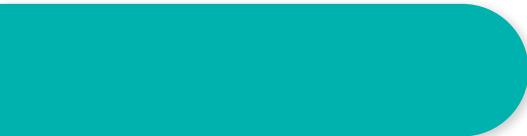
Colour: PMS 2191C  
CMYK 82 11 0 0

### Assets



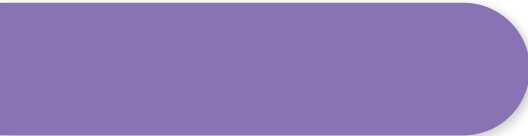
Colour: PMS 151C  
CMYK 0 40 100 0

### National Parks



Colour: PMS 326C  
CMYK 85 0 40 0

### Heritage



Colour: PMS 265C  
CMYK 50 60 0 0

### Historical



Colour: PMS 187C (75%)  
CMYK 7 100 82 26

### Sporting



Colour: PMS 293C  
CMYK 100 69 0 4

### Playgrounds



Colour: PMS 184C  
CMYK 0 70 25 0

### Agriculture/Animals



Colour: PMS 348 C  
CMYK 96 2 100 12

# GRAPHICS

## Sign Background Graphics

The graphics used on the signage are important in defining the geography, activities or natural elements throughout the Adelaide Plains Council.

Their subtle use at the base of some signs, helps define the regional areas, and also contributes to the consistency of visual clues through the district. They can be slightly cropped and edited to suit each sign, but the integrity of the graphics must be maintained.

We have suggested how the soft backgrounds can be combined with the graphics, and have also suggested some editing of the graphics, but these are not the only combinations that can be explored. When investing in long term signage, it is worthwhile using a trained Graphic Designer to explore the sign design options.

Please see **Page 10** for addition of Destination Experience in the graphics.

### Water

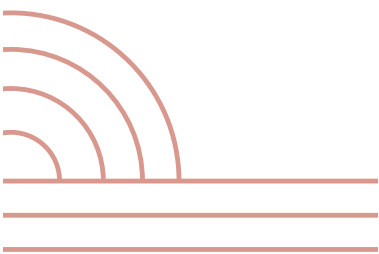


**Colour:** PMS 2191C (80%)  
CMYK 82 11 0 0



Example Only - Water Background with Water Graphic (manipulated)

### Land

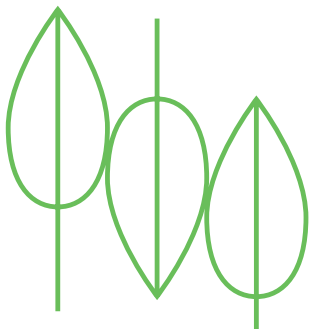


**Colour:** PMS 187C (40%)  
CMYK 7 100 82 26

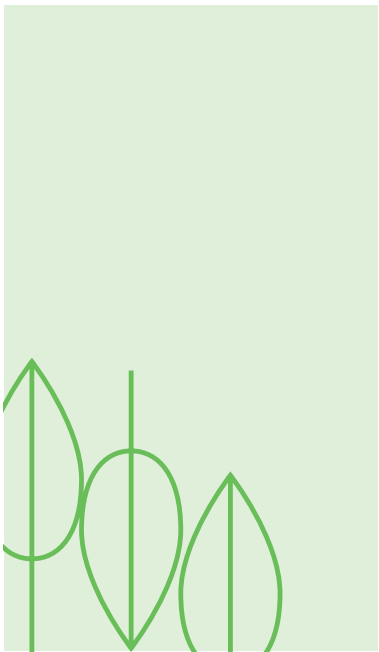


Example Only - Land 1 Background with Land Graphic

### Environment

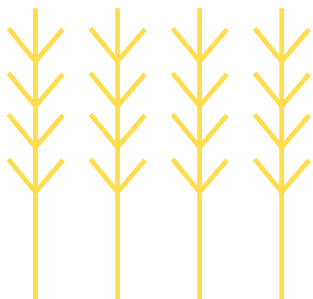


**Colour:** PMS 360C  
CMYK 62 0 87 0

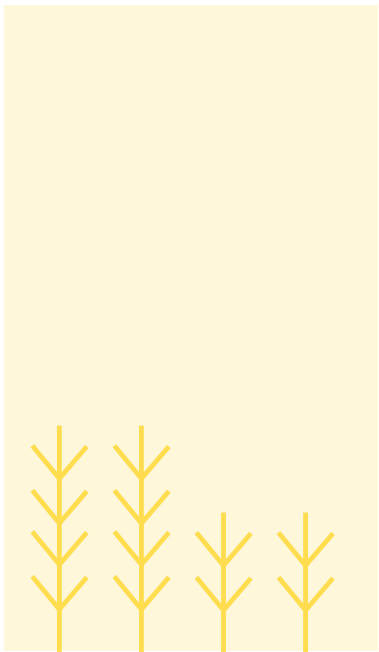


Example Only - Environment Background with Environment Graphic (manipulated)

### Croplands



**Colour:** PMS 115C (80%)  
CMYK 0 7 84 0



Example Only - Croplands Background with Croplands Graphic (manipulated)

# GRAPHICS

## Destination Experience Graphics

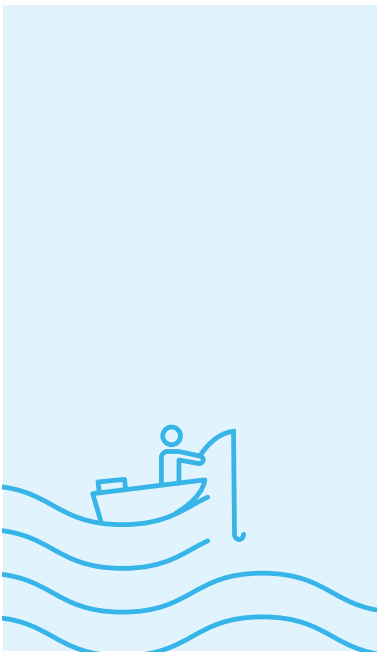
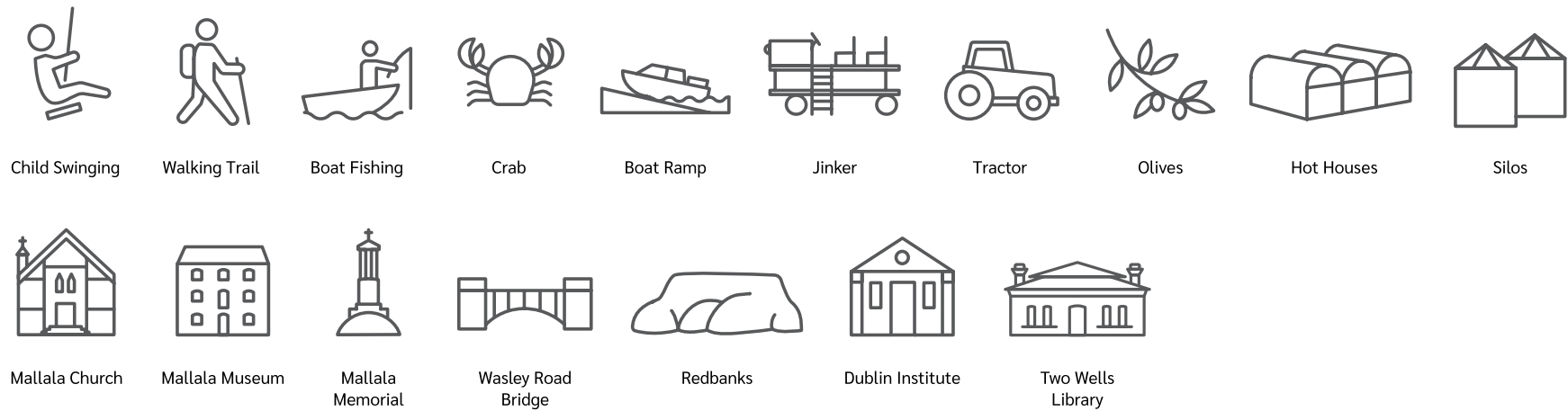
With activation of the townships and increased tourism in the region, the attractions and experiences available can make an appealing destination.

We have created a range of unique graphics for the Adelaide Plains Council which can be coloured and combined with the subtle use of background graphics at the base of some signs, to give visual clues about the Destination Experience.

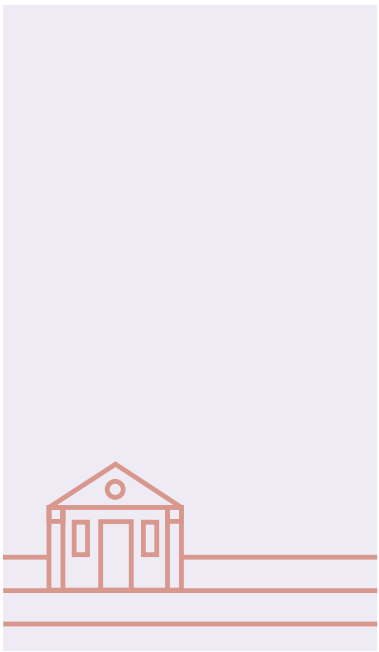
Some of these graphics may also be reduced and used as icons inside a white circle.

Please see **Page 11** for further information about how the icons should be used.

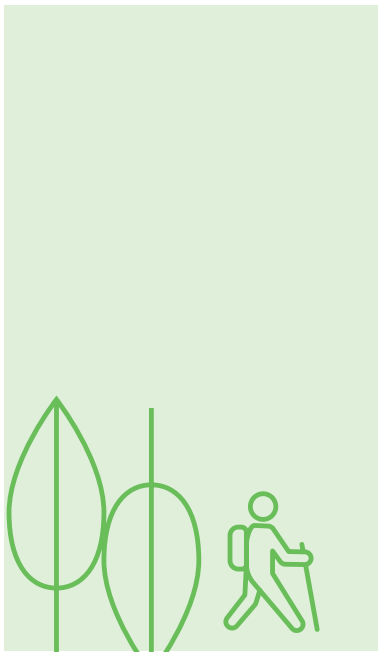
### Destination Experience in Adelaide Plains



Example Only



Example Only



Example Only



Example Only

# ICONS

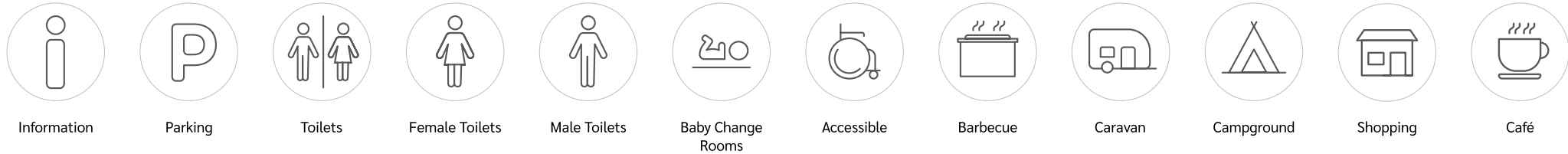
We have created a wide range of everyday icons for use in the wayfinding system for the Adelaide Plains Council region.

Many of these icons can be used on top of the wayfinding colours, in a white circle. They have been placed inside the circles so they are used at consistent scale on all signage, with the pale grey line around the icons representing the edge of the circle's white background. The linework can also be coloured to suit each sign, however, Prohibited icons should always appear in red.

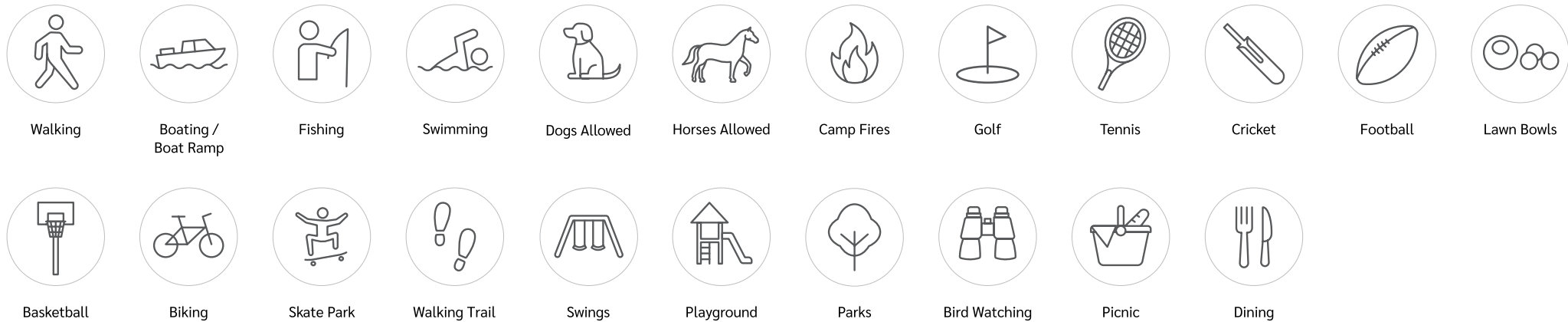
Some of these icons may also be enlarged, coloured and used as Destination Experience images outside of the white circle.

Please see **Page 10** for further information about Destination Experience graphics.

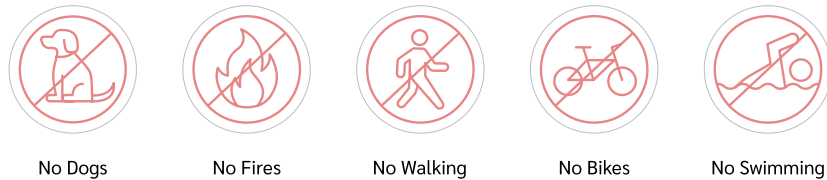
## Facilities



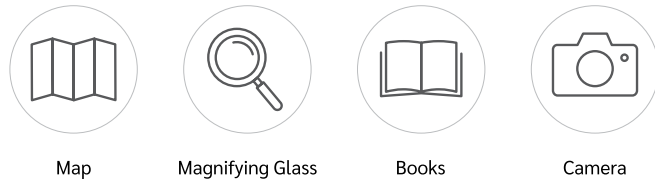
## Activities



## Prohibited



## Historical



**Note:**  
Icons are to scale inside circle diameter

# TRAILS

## Regional Linkages

There are many ways to improve linkages throughout a region, and one of the best ways to start, is with tourism trails.

When tourists visit a region and have an interest such as water activities, historical landmarks and history or environmental activities such as walking trails and wetlands, they need to know where all those destinations are.

These can be done as coloured and numbered systems on the signage in conjunction with a similarly coloured and numbered DL brochure (made available in the Information Centre or at local cafes etc).

Alternatively, QR codes may be added to some signage of reading height, which lead people to the next destination, however if the url link changes, it is costly to update the signage.

Our example shows a History Trail which may extend from Dublin to Mallala, Wasleys Bridge and Redbanks. Some other trails may include themes of fishing, crabbing and camping spots or all the walking or horse riding trails in the region.

## History Trail



**Note:**  
When history trail number icons are placed on signage, there should be a white border around the circle: see examples



Scale 1:20



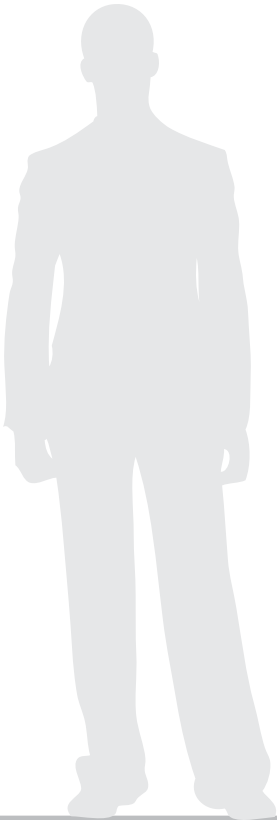
# SIGNAGE

The following signage pages are examples of our visual strategy for wayfinding throughout the region.

We start with an entry to Adelaide Plains Council sign and an example of how a Town entry sign can look, followed by a range of sign types, sizes and possibilities. The signs all have a consistent design approach to allow for easy recognition of the Adelaide Plains Council wayfinding brand.

The later examples pages put some of these signs in-situ to show how they work.

E-CA



Sign Type	Sign Code
Entry - Council Area	E-CA

Entry Signage  
Scale 1:15



# SIGNAGE

Sign Type

Sign Code

Entry - Town Area

E-TA

Identification - Ground - Type 1

ID-G-T1

Identification - Ground - Type 2

ID-G-T2

Identification - Post

ID-P

Miscellaneous - Interpretive

M-I

Miscellaneous - Unique

M-U

Miscellaneous - Identification and Directional

M-ID&D

Road Directional - Post - Type 1

RD-P-T1

Road Directional - Post - Type 2

RD-P-T2

Road Directional - Ground

RD-G

Road Directional - Blades

RD-B

Walking Directional - Type 1

WD-T1

Walking Directional - Type 2


WD-T2


Walking Directional - Iconography

WD-IC

E-TA


Welcome to  
Mallala






ID-G-T1


Welcome to  
Two Wells  
Village Green






ID-G-T2


Welcome to  
Mallala  
Oval Complex






ID-P


Welcome to  
Dublin  
Institute






M-I

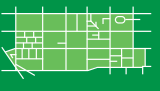
Brief history of  
Dublin






M-U

Welcome to  
Animal  
Husbandry  
Zone





M-ID&D

Two Wells  
Oval  
Complex

Football & Cricket  
Oval

Netball & Tennis  
Courts

BMX Track

Bowling Club

Community Centre &  
Clubrooms


Entry Signage  
Scale 1:30

Identification  
Scale 1:30

Miscellaneous  
Scale 1:30


RD-P-T1


← Middle Beach



RD-P-T2

Adelaide International  
Bird Sanctuary  
Winaityinaityi Pangkara






RD-G

Middle Beach ←

Middle Beach  
Boat Ramp ←

Middle Beach  
Caravan Park →




RD-B


Soldiers  
Memorial Park

WD-T1

270m ↑

Walking Track






WD-T2

270m ↑

Dublin  
Institute




WD-IC

↑

↖



↗

→



Road Directional  
Scale 1:30

Walking Directional  
Scale 1:30

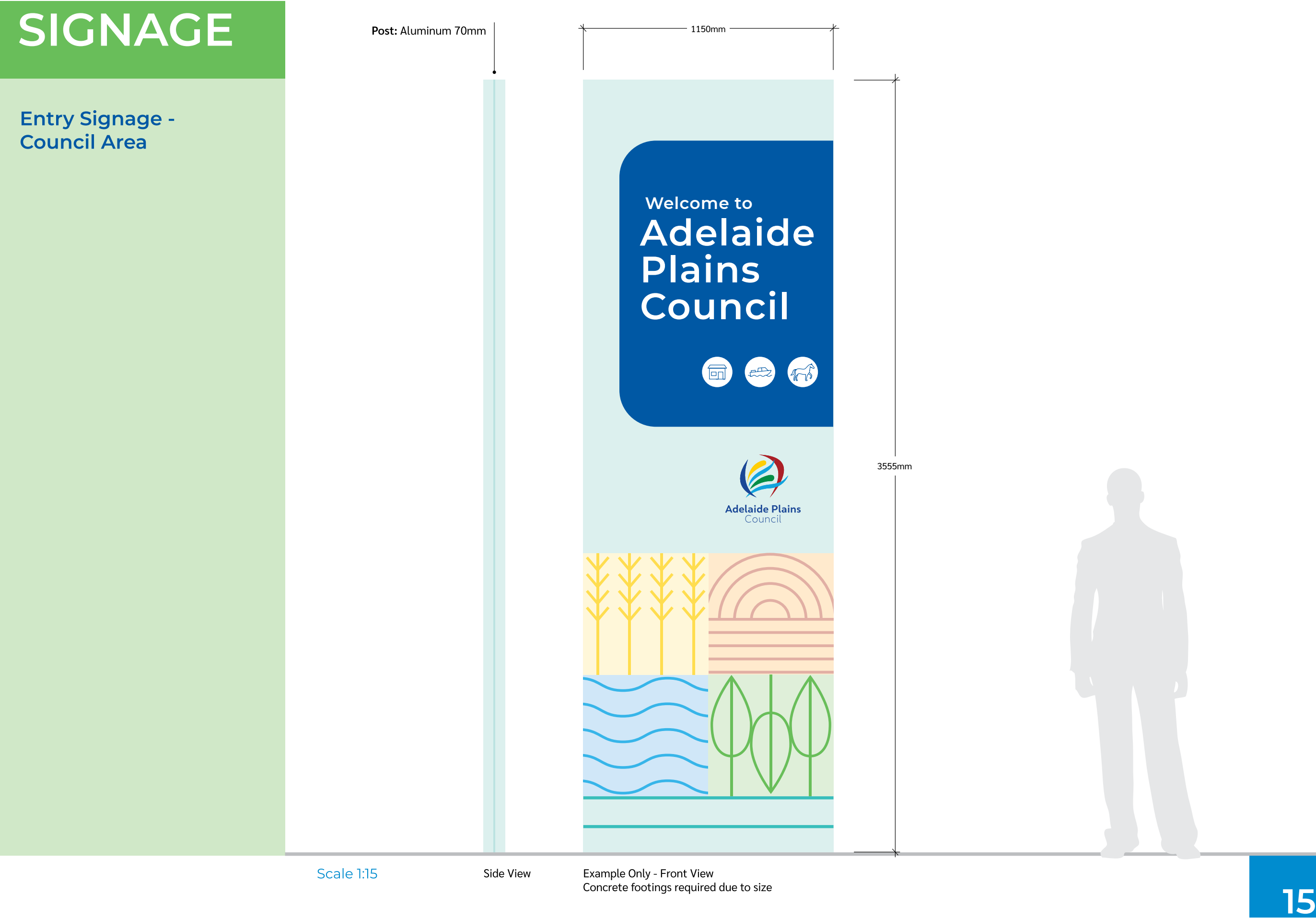


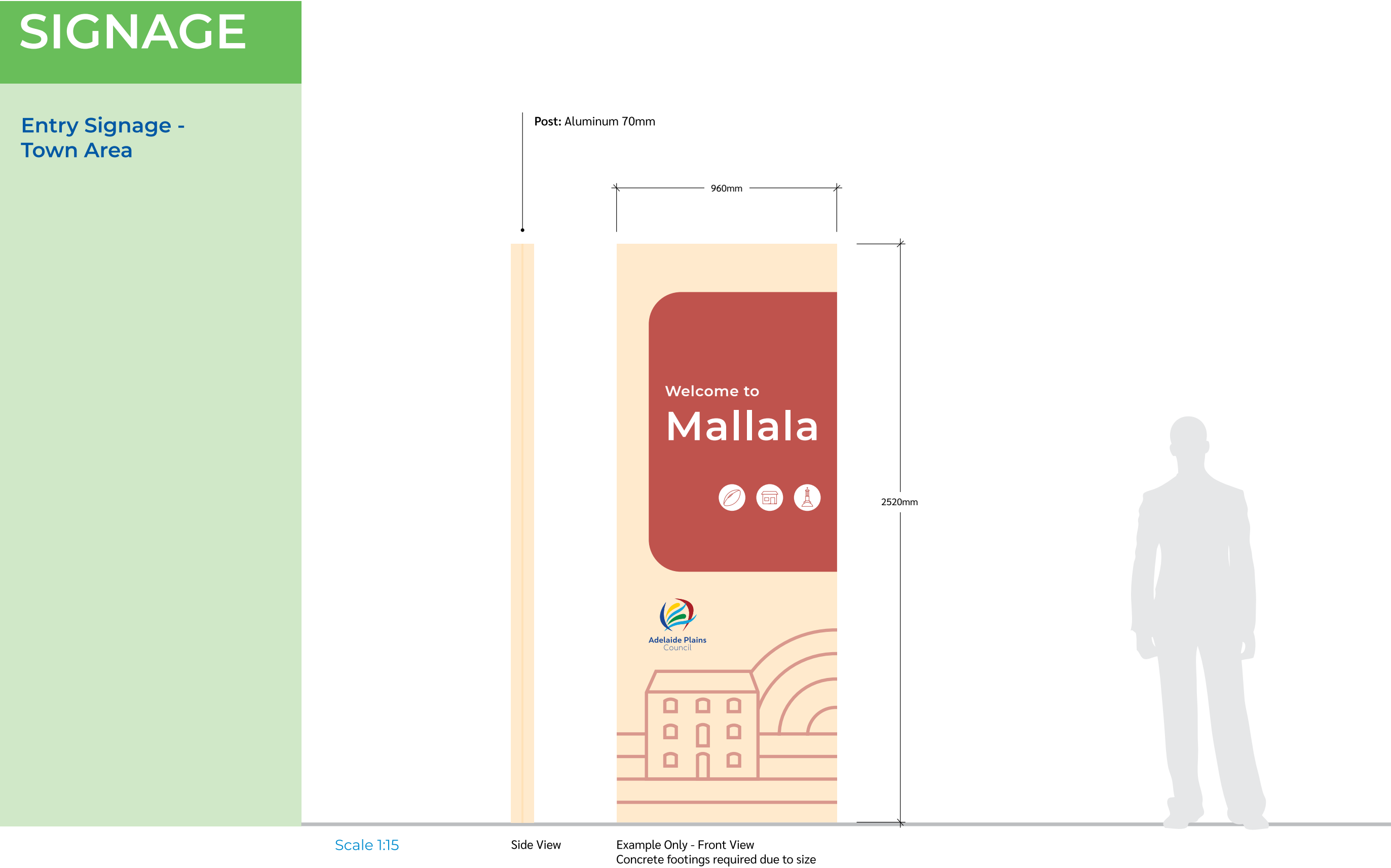
14

Item 14.9 - Attachment 1

Page 404



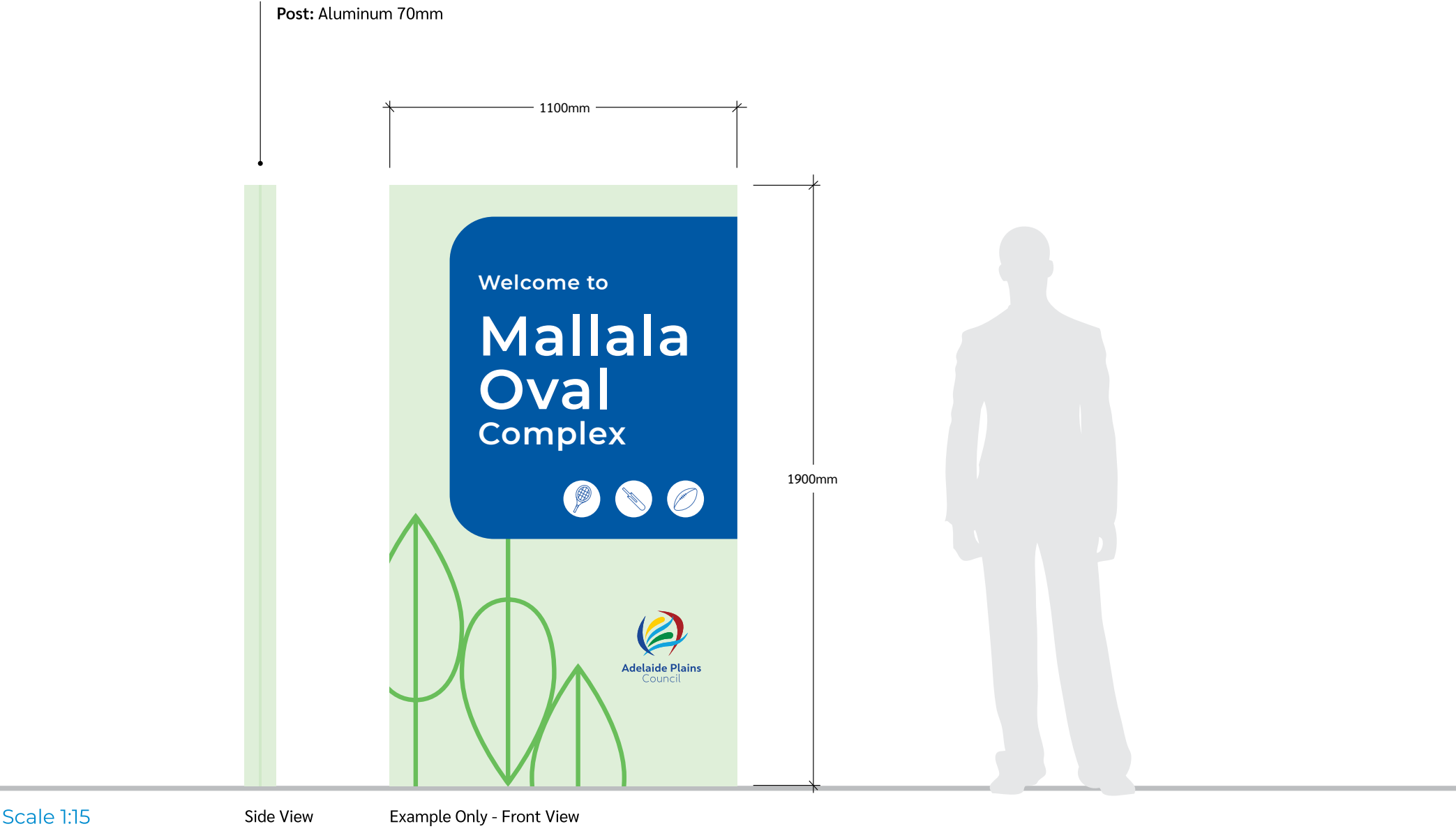






SIGNAGE

Identification -  
Ground - Type 2



SIGNAGE

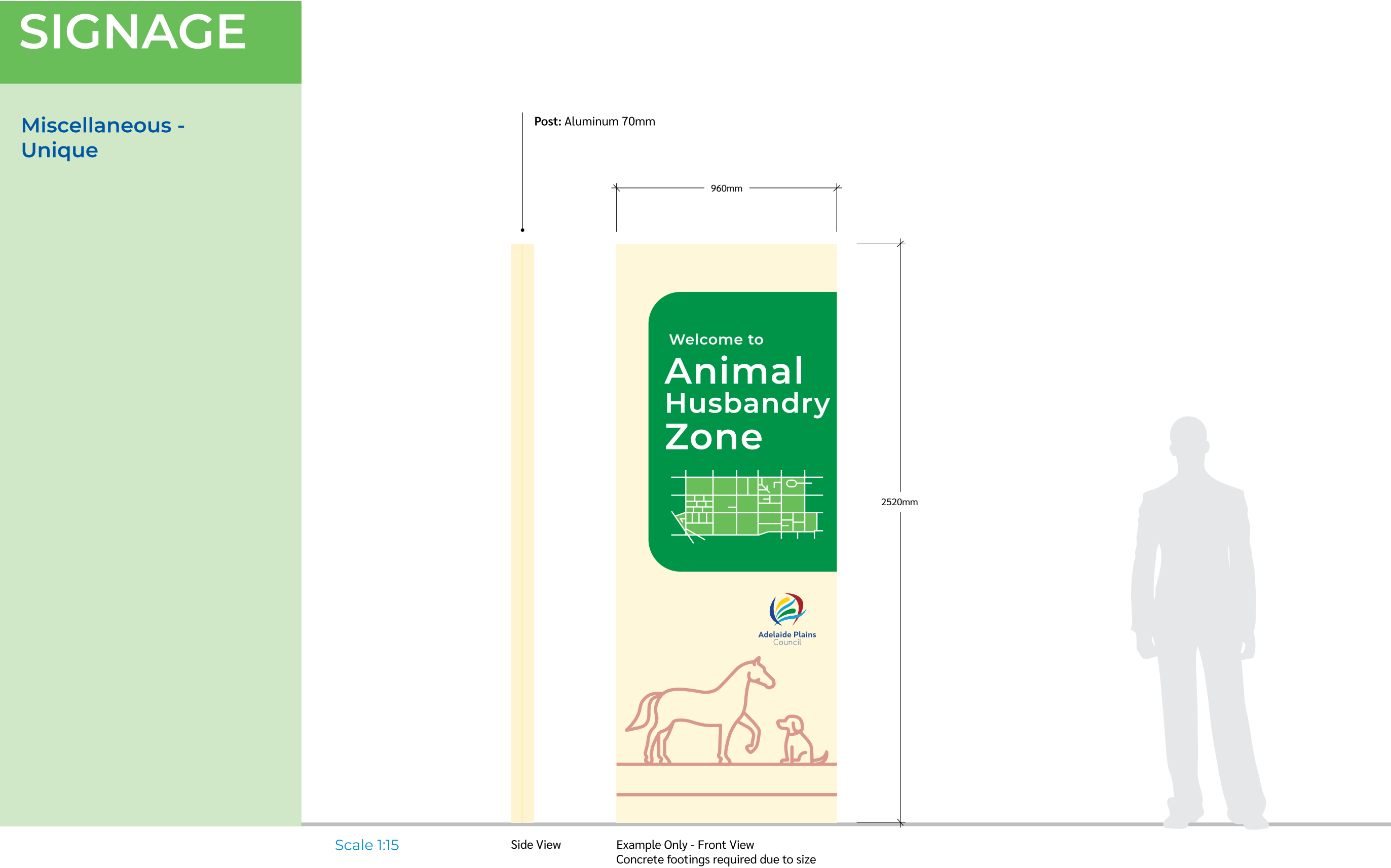
Identification - Post

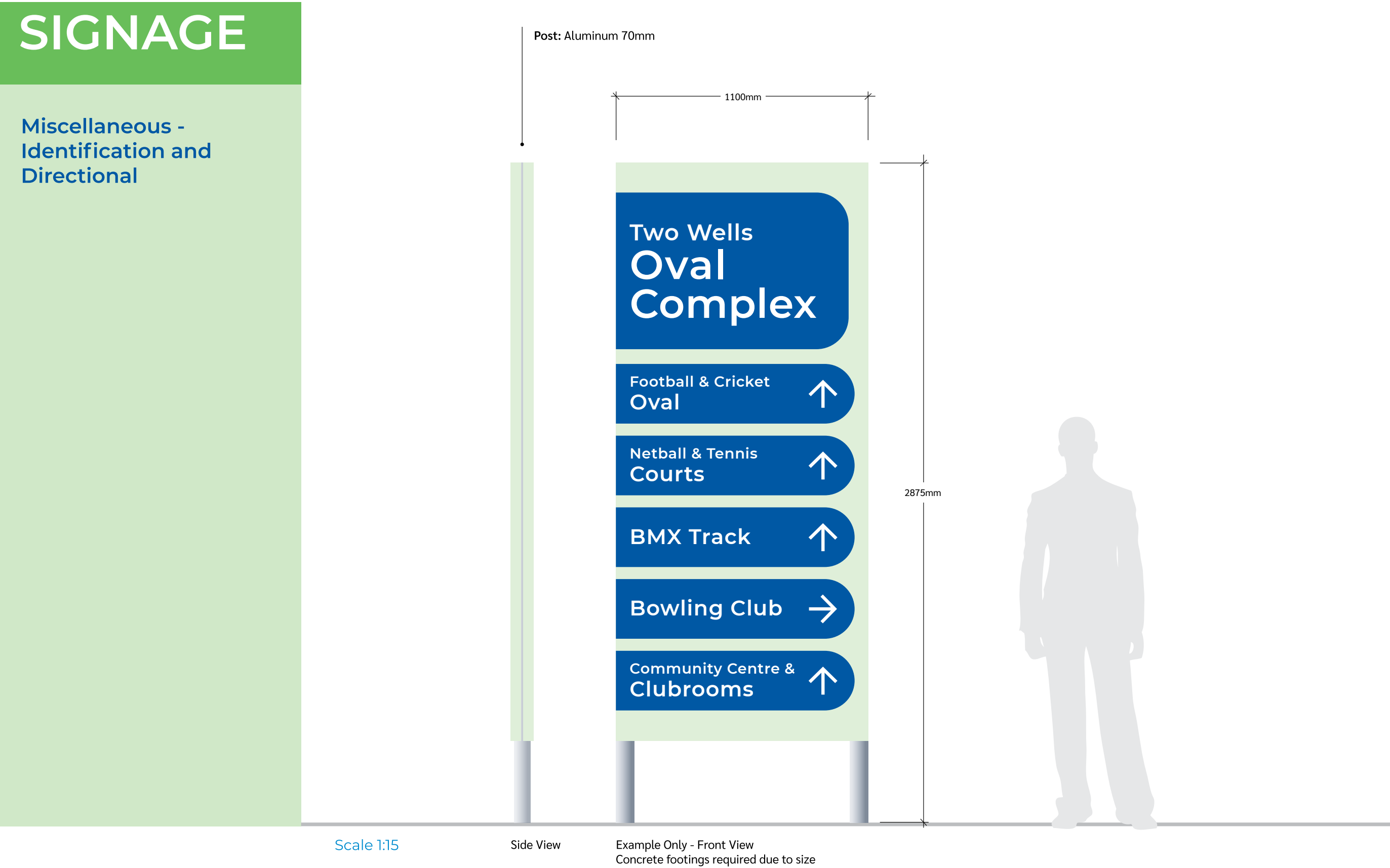


SIGNAGE

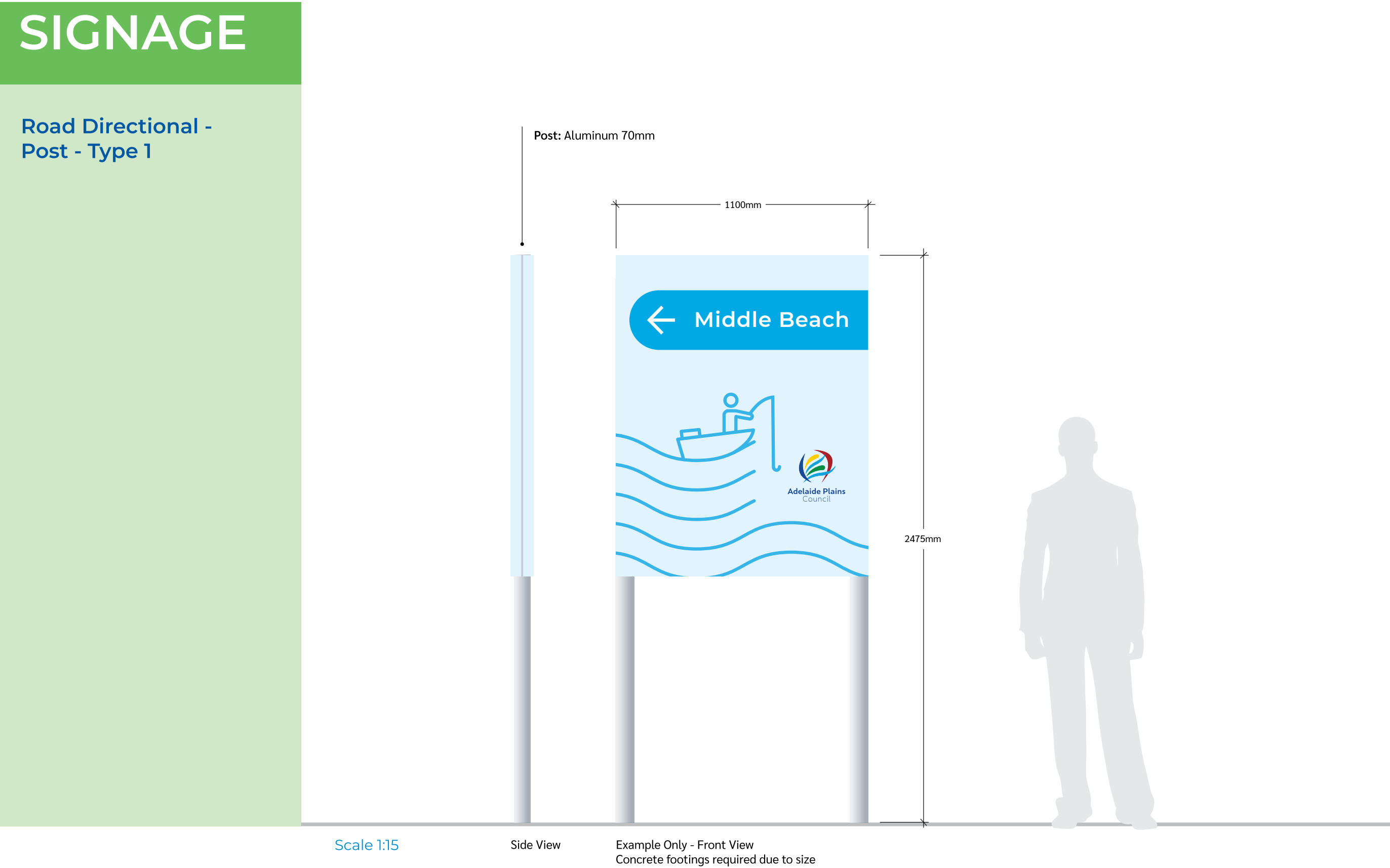
Miscellaneous - Interpretive









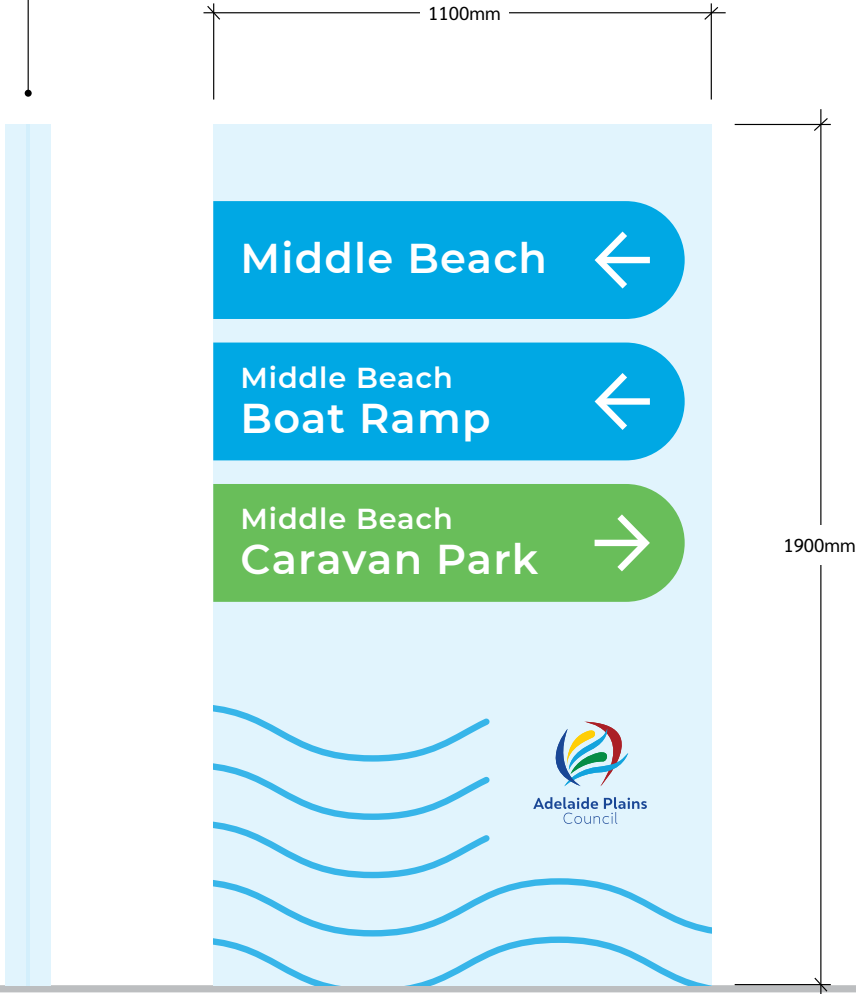






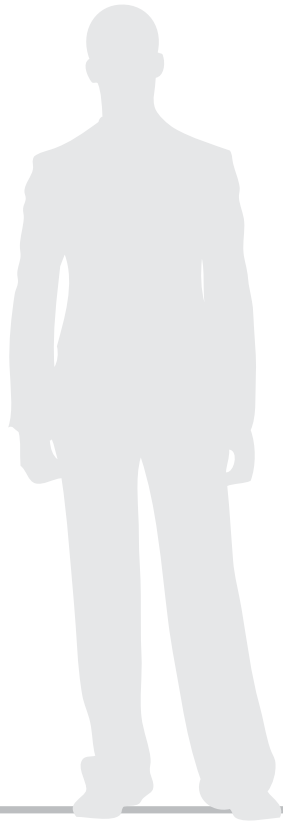
Scale 1:15

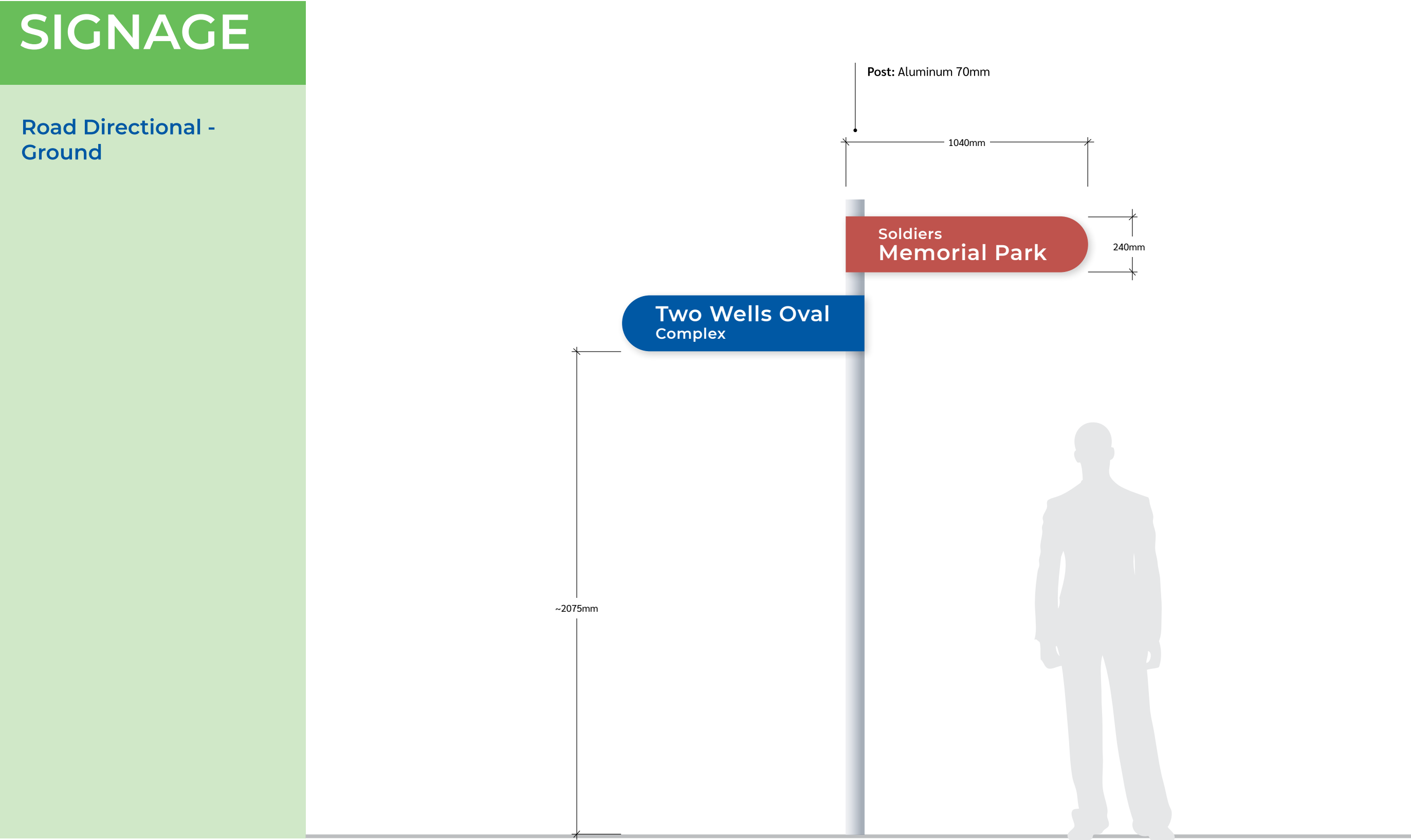
Post: Aluminum 70mm



Side View

Example Only - Front View





Scale 1:15

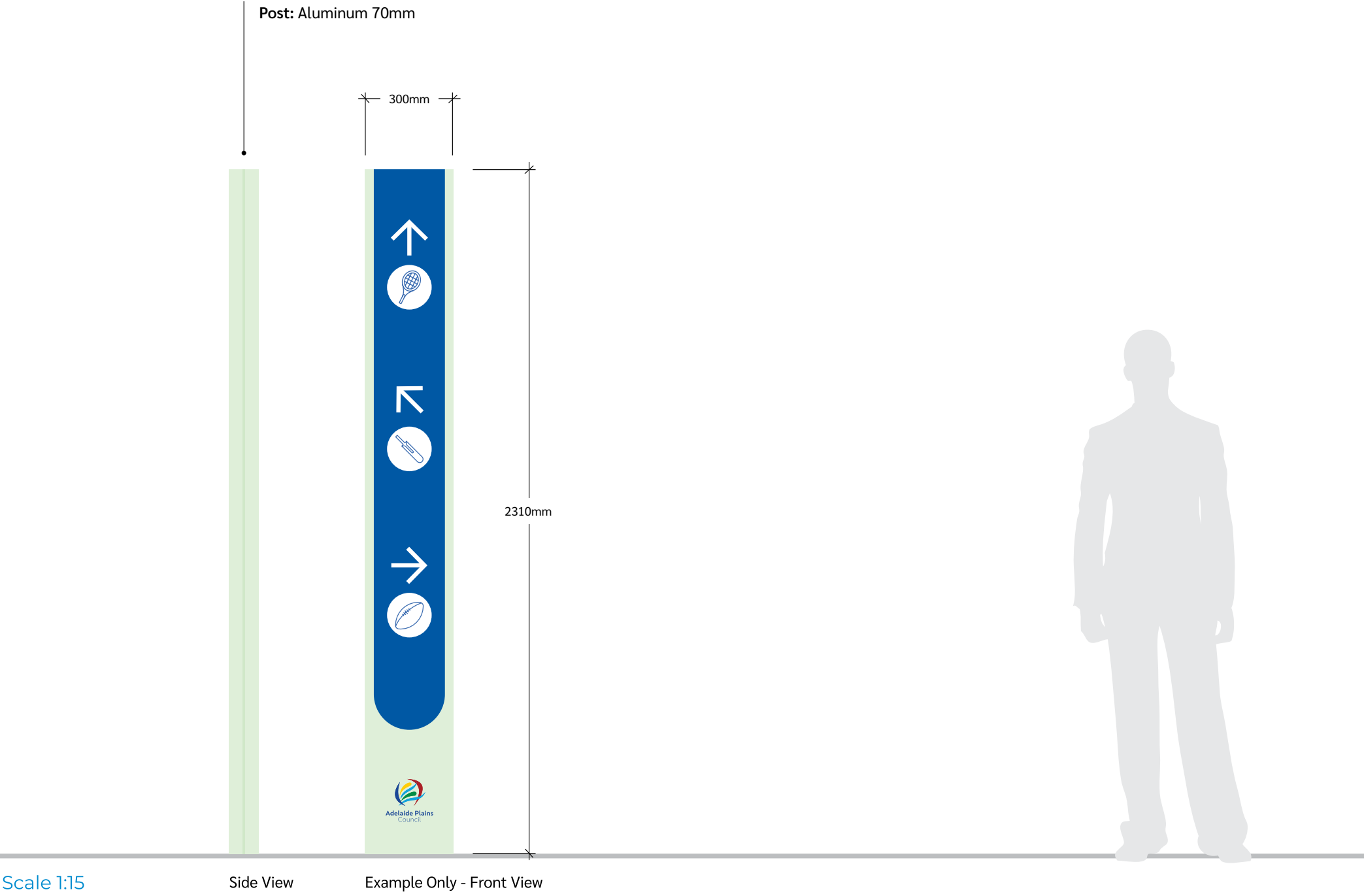
Example Only - Front View  
Concrete footings required due to size

## Walking Directional - Type 1 & 2



SIGNAGE

Walking Directional -  
Iconography





# MATERIALS

Our recommendations for the signage materials are based on the varying environmental elements the signage will need to endure. With sea breezes and salt air on the coastal locations, the searing hot plains in the height of summer, the possible flooding near rivers and estuaries, and the strong winds and dust storms, the signage material will need to be durable, strong and simply constructed.

We suggest all of the signage is printed on Poly SAV vinyl with a 2 pack clear anti-graffiti coating adhered to 5mm aluminium, mounted on either an internal aluminium framework or aluminium 70mm posts. Some special signage such as in National Parks or interpretive signs can be mounted instead on 100mm stained and treated Cypress Pine posts. The larger signs will need concrete footings, and with other signs, the posts will need 800mm footings.

All the final signage materials, footings and specifications will be eventually decided based on exact location, if a dial and dig is required, and any other circumstances determined by the environment or Government Departments.





EXAMPLES



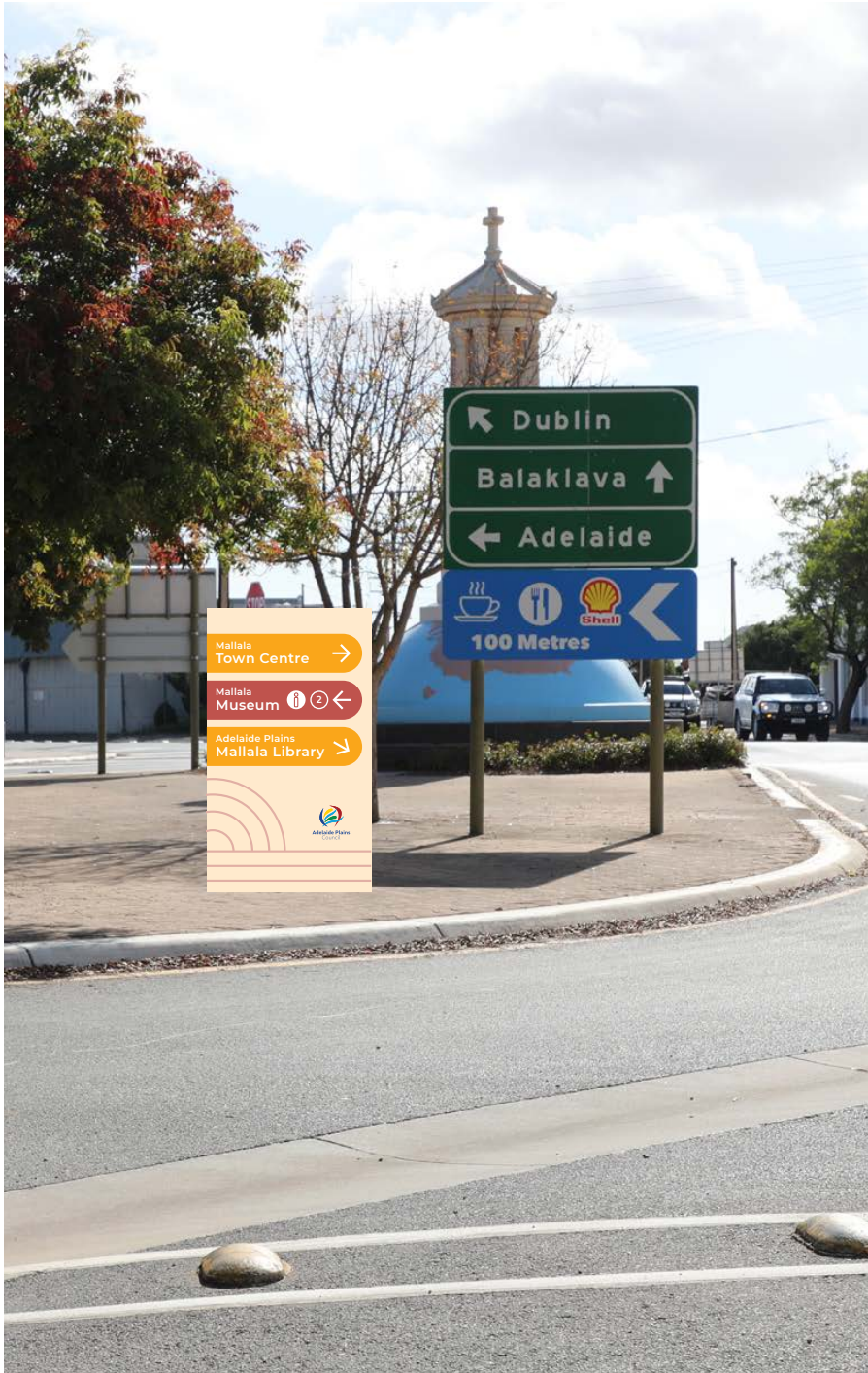
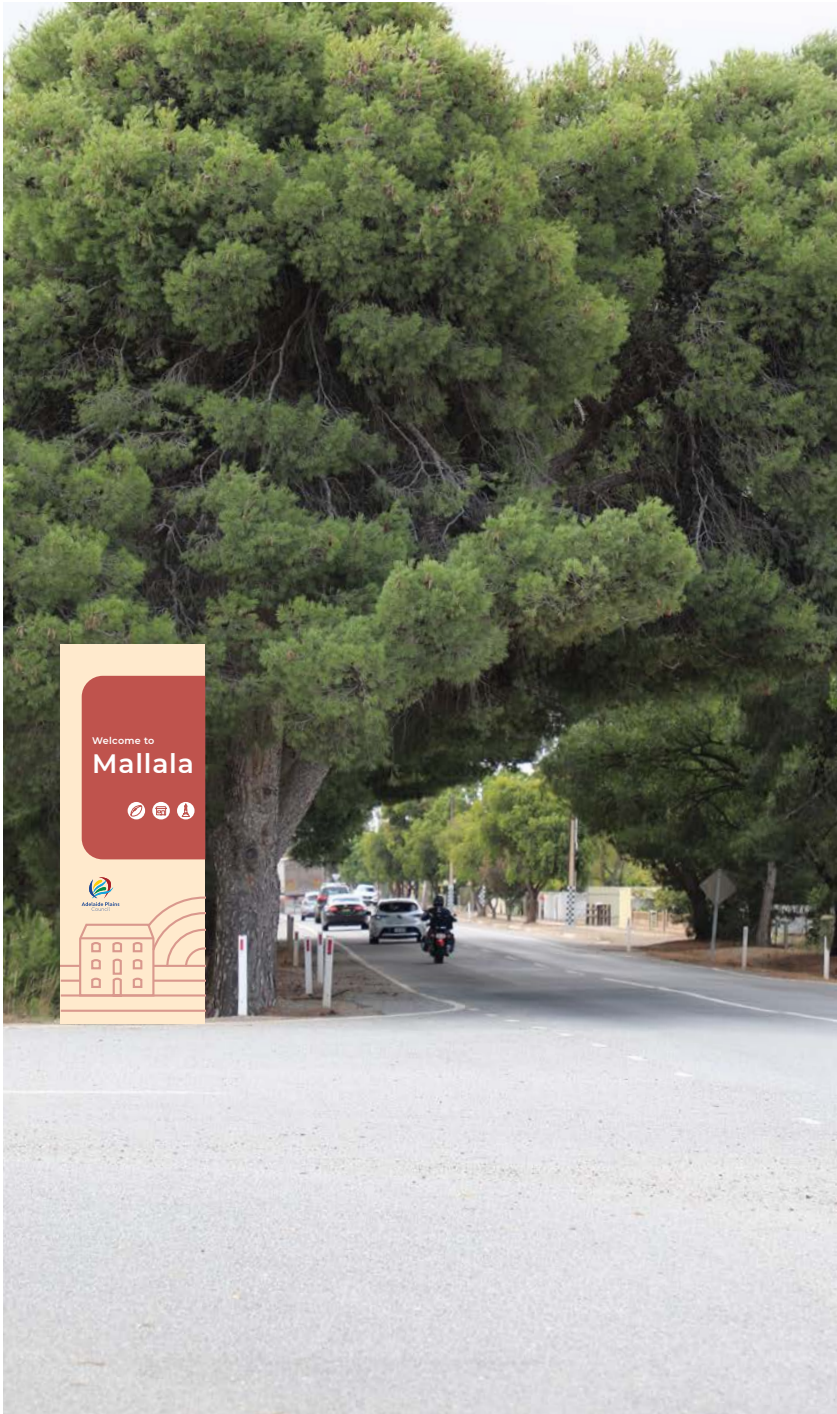


EXAMPLES





EXAMPLES





EXAMPLES





EXAMPLES





EXAMPLES









## 15 REPORTS FOR INFORMATION

### 15.1 COUNCIL RESOLUTIONS - STATUS UPDATE

**Record Number:** D23/46458

**Author:** Manager Governance

**Authoriser:** Director Corporate Services

**Attachments:** 1. Resoultion Register - October 2023 [!\[\]\(003082e50e3009141f59bd5df831749f\_img.jpg\)](#) 

### RECOMMENDATION

**“that Council, having considered Item 15.1–*Council Resolutions - Status Update*, dated 23 October 2023, receives and notes the Report.”**

### Purpose

The purpose of this report is to provide Council with an update in relation to the status of ongoing Council Resolutions.

### Discussion

Council Resolutions Status Report is presented as a standing monthly Agenda Item and provided for Members’ information and monitoring. Provided for as **Attachment 1** to this report is a ‘Resolution Register’ showing all ongoing (yet to be completed) resolutions of Council with up-to-date commentary regarding progress and status. Any items that have been completed since the last Council Resolutions Status Report are also included, and marked as ‘Complete’.

### Conclusion

The Council Resolutions Status Report is a transparent and efficient reporting tool, ensuring that Council Members and the community are regularly updated in relation to the implementation of Council decisions.

### References

#### Legislation

*Local Government Act 1999*

*Local Government (Procedures at Meetings) Regulations 2013*

#### Council Policies/Plans

*Strategic Plan 2021-2024 Proactive Leadership*

Resolution Register - September 2023 - All						
Meeting Date	Item Number	Title	Resolution Description	Resolution Number	Status/ Comments ('Deferred, Ongoing, Agenda, Completed')	Responsible Department
25-Sep-23	3.1	Minutes	"that the minutes of the Ordinary Council Meeting held on 28 August 2023 (MB Folios 17867 to 17880 inclusive) be accepted as read and confirmed."	2023/268	Complete	Corporate Services
25-Sep-23	3.2	Minutes	"that the minutes of the Special Council Meeting held on 5 September 2023 (MB Folios 17881 to 17885 inclusive) be accepted as read and confirmed."	2023/269	Complete	Corporate Services
25-Sep-23	7.1	Mayor's Report	"that Council, having considered Item 7.1 – Mayor's Report – September 2023, dated 25 September 2023, receives and notes the Report."	2023/270	Complete	Executive Office
25-Sep-23	12.1	Committee Meetings	"that Council receives and notes the Minutes of the Audit Committee Meeting held 4 September 2023 as presented at Attachment 1 to this Report."	2023/271	Complete	Finance
25-Sep-23	12.1	Committee Meetings	"that Council, having considered Item 12.1 – Minutes of the Audit Committee Meeting held 4 September 2023, dated 25 September 2023, endorses resolution 2023/051 of the Audit Committee and in doing so adopts updated Rating Policy as presented at Attachment 2 to this Report."	2023/272	Complete	Finance
25-Sep-23	12.1	Committee Meetings	"that Council, having considered Item 12.1 – Minutes of the Audit Committee Meeting held 4 September 2023, dated 25 September 2023, endorses resolution 2023/052 of the Audit Committee and in doing so:- 1. Rescind the current Procurement Policy as presented as Attachment 3 to this Report; and 2. Adopt the proposed Procurement Policy as presented as Attachment 4 to this Report subject to the following amendment: - • the inclusion of a requirement that all exemptions approved by the Chief Executive Officer pursuant to Clause 8 of the policy be reported to the Audit Committee on a bi-annual basis."	2023/273	Complete	Finance
25-Sep-23	12.1	Committee Meetings	"that Council, having considered Item 12.1 – Minutes of the Audit Committee Meeting held 4 September 2023, dated 25 September 2023, endorses resolution 2023/053 of the Audit Committee and in doing so adopts draft Fraud, Corruption, Misconduct and Maladministration Prevention Policy as presented at Attachment 5 to this Report"	2023/274	Complete	Finance
25-Sep-23	12.1	Committee Meetings	"that Council, having considered Item 12.1 – Minutes of the Audit Committee Meeting held 4 September 2023, dated 25 September 2023, endorses resolution 2023/055 of the Audit Committee and in doing so authorise the Chief Executive Officer to extend the contract for the provision of audit service with Mr. Tim Muhlhausler of Galpins Accountants, Auditors & Business Consultants by one (1) year to include the audit of 2023/2024 Financial Year"	2023/275	Complete	Finance
25-Sep-23	13.1	Subsidiary Meetings	"that Council receive and note the draft Minutes of the Legatus Ordinary Meeting and Annual General Meeting - 25 August 2023."	2023/276	Complete	Executive Office
25-Sep-23	14.1	Appointment of Deputy Mayor	"that Council, having considered Item 14.1 – Appointment of Deputy Mayor, dated 25 September 2023, receives and notes the report and in doing so resolves that: 1. The term of office for the position of Deputy Mayor for the Adelaide Plains Council be from 29 November 2023 until 29 November 2024. 2. The method of choosing a Deputy Mayor be by an indicative vote and resolution to determine the preferred person; and 3. Upon completion of the vote Council will, by subsequent resolution, appoint the successful Council Member as its Deputy Mayor."	2023/277	Complete	Corporate Services



25-Sep-23	14.1	Appointment of Deputy Mayor	"that Council, having considered Item 14.1 – Appointment of Deputy Mayor, dated 25 September 2023, appoints Councillor Strudwicke as Deputy Mayor for the Adelaide Plains Council from 29 November 2023 until 29 November 2024."	2023/278	Complete	Corporate Services
25-Sep-23	14.2	Social Media Progress Update	"that Council, having considered Item 14.2 – Social Media Progress Update, dated 25 September 2023, receives and notes the report and in doing so instructs the Chief Executive Officer to progress with the development of a Digital Media Strategy taking a two-way approach to social media communication."	2023/279	Ongoing	Corporate Services
25-Sep-23	14.2	Social Media Progress Update	"that Council, having considered Item 14.2 – Social Media Progress Update, dated 25 September 2023, acknowledges that in advancing a Digital Media Strategy, that Council must review and endorse the following policies:- • Social Media Policy; • Media Policy; and • Any other allied policies that relate to the introduction of a Digital Media Strategy"	2023/280	Ongoing	Corporate Services
25-Sep-23	14.2	Social Media Progress Update	"that Council, having considered Item 14.2 – Social Media Progress Update, dated 25 September 2023, instructs the Chief Executive Officer to launch Adelaide Plains Council social media profiles (Facebook and Instagram) on 24 October 2023 following Council's consideration and endorsement at its October 2023 Ordinary Meeting of a revised Social Media Policy and Media Policy, together with the draft Digital Media Strategy."	2023/281	Ongoing	Corporate Services
25-Sep-23	14.2	Social Media Progress Update	"that Council, having considered Item 14.2 – Social Media Progress Update, dated 25 September 2023, instructs the Chief Executive Officer to facilitate a pre-launch information briefing session with the elected body prior to going live on 24 October 2023, which will include presenting the draft Digital Media Strategy."	2023/282	Complete	Corporate Services
25-Sep-23	14.3	Liquor Licence Applications - Public Consultation	"that Council, having considered Item 14.3 – Liquor Licence Applications - Public Consultation, dated 25 September 2023, receives and notes the report and in doing so further to Council resolution 2023/247, instructs the Chief Executive Officer to undertake public consultation (at Council's cost) in relation to Liquor Licence application proposals by the Thompson Beach Progress Association, Mallala and Districts Lions Club and Mallala Football Club, using the following consultation measures: • Local newspapers and Council website public notices • Written correspondence to adjacent residents and/or other stakeholders • Fixed notice within Council's Principal Office, and Two Wells Service Centre."	2023/283	Ongoing	Development & Community
25-Sep-23	14.3	Liquor Licence Applications - Public Consultation	"that Council, having considered Item 14.3 – Liquor Licence Applications - Public Consultation, dated 25 September 2023, acknowledges that its current Public Consultation Policy is due for review, and that any review undertaken should consider cost recovery options for discretionary public consultation in certain circumstances."	2023/284	Complete	Development & Community
25-Sep-23	14.4	Draft Mobile Food Vendor Policy	"that Council, having considered Item 14.4 – Draft Mobile Food Vendor Policy, dated 25 September 2023, receives and notes the report and in doing so instructs the Chief Executive Officer to undertake public consultation on the proposed draft Mobile Food Vendor Policy as presented at Attachment 1 to this Report."	2023/285	Ongoing	Development & Community
25-Sep-23	15.1	Council Resolutions - Status Report	"that Council, having considered Item 15.1– Council Resolutions - Status Report, dated 25 September 2023, receives and notes the report."	2023/286	Complete	Corporate Services

25-Sep-23	15.2	Capital Works and Operating Program Monthly Update - September 2023	"that Council, having considered Item 15.2 – Capital Works and Operating Program Monthly Update - September 2023, dated 25 September 2023, receives and notes the report."	2023/287	Complete	Infrastructure and Environment
25-Sep-23	15.3	Local Government Legislative Amendments Update	"that Council, having considered Item 15.3 – Local Government Legislative Amendments Update, dated 25 September 2023, receives and notes the report."	2023/288	Complete	Corporate Services
25-Sep-23	19	Motion without notice	"In accordance with clause 7(6) of the Council Code of Practice – Meeting Procedures, the meeting be extended by 30-minutes, from 7.30pm."	2023/289	Complete	Corporate Services
25-Sep-23	21.1	Two Wells Town Centre Development	<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 Office, Director Corporate Services, Director Finance, Director Growth and Investment, Director Infrastructure and Environment, Group Manager - Development and Community, Manager Governance, Executive Assistant to the Chief Executive Officer and Mayor / Minute Taker, Information Technology Officer and Administration Support Officer Infrastructure and Environment be excluded from attendance at the meeting of Council for Agenda Item 21.1 Two Wells Town Centre Development;</li> <li>2. Council is satisfied that pursuant to section 90(3)(b) of the Local Government Act 1999, Item 21.1 Two Wells Town Centre Development concerns information of a confidential nature, the disclosure of which would involve the unreasonable disclosure of information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council.; and</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>	2023/290	Complete	Growth and Investment
25-Sep-23	21.2	Alexandria Park Development	<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 Office, Director Corporate Services, Director Finance, Director Growth and Investment, Director Infrastructure and Environment, Group Manager - Development and Community, Manager Governance, Executive Assistant to the Chief Executive Officer and Mayor / Minute Taker, Information Technology Officer and Administration Support Officer Infrastructure and Environment be excluded from attendance at the meeting of Council for Agenda Item 21.2 Alexandria Park Development Concept;</li> <li>2. Council is satisfied that pursuant to section 90(3)(b) of the Local Government Act 1999, Item 21.2 Alexandria Park Development Concept concerns information of a confidential nature, the disclosure of which would involve the unreasonable disclosure of commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party.; and</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>	2023/293	Complete	Growth and Investment

25-Sep-23	21.3	Sale of Land for Non Payment of Rates	<p>"that:</p> <p>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, Director Corporate Services, Director Finance, Director Growth and Investment, Director Infrastructure and Environment, Group Manager - Development and Community, Manager Governance, Executive Assistant to the Chief Executive Officer and Mayor / Minute Taker, Information Technology Officer and Administration Support Officer Infrastructure and Environment be excluded from attendance at the meeting of Council for Agenda Item 21.3 Sale of Land for Non-Payment of Rates;</p> <p>2. Council is satisfied that pursuant to section 90(3)(a) of the Local Government Act 1999, Item 21.3 Sale of Land for Non-Payment of Rates concerns information of a confidential nature, the disclosure of which would involve the unreasonable disclosure of information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).; and</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>	2023/298	Ongoing	Finance
25-Sep-23	21.4	2023/2024 Chief Executive Officer Key Performance Indicators	<p>"that:</p> <p>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, Executive Assistant to the Chief Executive Officer and Mayor / Minute Taker and Administration Support Officer Infrastructure and Environment be excluded from attendance at the meeting of Council for Agenda Item 21.4 2023 / 2024 Chief Executive Officer Key Performance Indicators;</p> <p>2. Council is satisfied that pursuant to section 90(3)(a) of the Local Government Act 1999, Item 21.4 2023 / 2024 Chief Executive Officer Key Performance Indicators concerns information of a confidential nature, the disclosure of which would involve the unreasonable disclosure of information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead); and</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>	2023/301	Ongoing	Executive

Resolution Register - March 2019 - July 2023 - Ongoing						
Meeting Date	Item Number	Title	Resolution Description	Resolution Number	Status/ Comments ('Deferred, Ongoing, Forward Agenda, Agenda, Completed')	Responsible Department
25-Mar-19	12.2	Infrastructure and Environment Committee Meeting - 13 March 2019	"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."	2019/119	Ongoing	Infrastructure and Environment
24-Feb-20	14.7	Two Wells District Tennis Club Lease Request	"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: 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 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 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."	2020/055	Ongoing	Corporate Services
23-Nov-20	14.6	Mallala Resource Recovery Centre - Twelve Month Closure Review	"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."	2020/407	Ongoing	Infrastructure and Environment
27-Jan-21	9	Motion Without Notice	"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."	2021/002	Ongoing	Development and Community
27-Sep-21	18.1	Motion on Notice – Mallala Cricket Club – Water Costs for the Cricket Pitch on the Mallala Oval	"that Council instructs the Chief Executive Officer to bring back a report setting out the necessary considerations in order for Council to determine whether to fund the water costs for the cricket pitch on the Mallala Oval that are currently funded by the Mallala Cricket Club."	2021/359	Complete	Infrastructure and Environment

8-Nov-21	4.1	Outcome of Public Consultation - Wasleys Bridge Closure or Load Limit Reduction	<p>“that Council, having considered Item 14.9 – Outcome of Public Consultation – Wasleys Bridge Closure or Load Limit Reduction, dated 25 October 2021, and in doing so, instructs the Chief Executive Officer to:</p> <ol style="list-style-type: none"> <li>1. In accordance with the provisions of Section 32 of the Road Traffic Act 1961, apply a load limit of 6.5 tonnes, emergency vehicles, Council vehicles and service vehicles exempted, to Wasleys Road Bridge (Light River), Barabba</li> <li>2. Relinquish the Bridge Renewal Program – Round 5 funding of \$107,500 and</li> <li>3. Apply for Bridge Renewal Program – Round 6, with Council’s contribution to be confirmed upon determination of the application.”</li> </ol>	2021/387	Ongoing	Infrastructure and Environment
23-May-22	21.4	Heritage Survey Review	<p>“that Council, having considered Item 21.4 – Heritage Survey Review, dated 23 May 2022, receives and notes the report and in doing so:</p> <ol style="list-style-type: none"> <li>1. Notes the Heritage Review Report in Attachment 1 to this Report includes: <ol style="list-style-type: none"> <li>a. The Local Heritage Assessment Sheets identifying 34 properties as being of local heritage value;</li> <li>b. The Buckland Park State Heritage Assessment identifying the property as being of State heritage value;</li> </ol> </li> <li>2. Endorses in principle commencing an Amendment to the Planning and Design Code: <ol style="list-style-type: none"> <li>a. To formally designate as local heritage places the 34 properties identified in Attachment 1 to this report;</li> <li>b. With early commencement of the Amendment to enable the buildings being listed on an interim basis to prevent risk of demolition during consultation.</li> </ol> </li> <li>3. Endorses in principle nominating the Buckland Park Station complex of buildings to the SA Heritage Council for consideration as a potential State heritage place;</li> <li>4. Authorises the Chief Executive Officer to commence the statutory processes: <ol style="list-style-type: none"> <li>a. To initiate an amendment to the Planning and Design Code including engagement with property owners under the Planning, Development and Infrastructure Act 2016;</li> <li>b. To nominate the Buckland Park Station complex of buildings to the SA Heritage Council for consideration as a potential State heritage place, noting the Department of Environment and Water are the lead agency for engagement with property owners, under the Heritage Places Act 1993;</li> </ol> </li> <li>5. Notes administration intent to include an allocation of up to \$10,000 in the draft budget for 2023/24 for the purpose of a local heritage incentives and advisory service.”</li> </ol>	2022/151	Ongoing	Growth and Investment
27-Jun-22	12.3	Infrastructure and Environment Committee Meeting	<p>“that Council endorses resolution 2022/012 of the Infrastructure and Environment Committee and in doing so:</p> <ol style="list-style-type: none"> <li>1. Instructs the Chief Executive Officer to engage a suitably qualified consultant in accordance with Council’s Procurement Policy to deliver a community waste education program; and</li> <li>2. Acknowledges that an allocation of \$15,000 will be incorporated into the appropriate quarterly budget revision in the 2022/2023 Financial Year.”</li> </ol>	2022/175	Ongoing	Infrastructure and Environment
22-Aug-22	11.3	Infrastructure and Environment Committee Meeting	<p>“that Council endorses resolution 2022/025 of the Infrastructure and Environment Committee and in doing so instructs the Chief Executive Officer to undertake the necessary process to enable the development of CR6249/280 (Attachment 3) for stormwater and passive recreation uses.”</p>	2022/277	Ongoing	Infrastructure and Environment
19-Dec-22	15.5	Update on Parham Campground and Road Closure	<p>“that Council, having considered Item 15.5 – Update on Parham Campground and Road Closure, dated 19 December 2022, receives and notes the report and in doing so:</p> <ol style="list-style-type: none"> <li>1. Acknowledges the Public Mapping System data anomaly and that the resultant issues are through no fault of Adelaide Plains Council;</li> <li>2. Resolves to enter into an interim Licence Agreement with the Minister for Climate, Environment and Water to continue upgrade works and operation of the Parham Campground on portion of Section 631 CR 6202/438, effective from 10 January 2023;</li> <li>3. Resolves to enter into a long-term Lease Agreement with the Minister for Climate, Environment and Water to operate the Parham Campground on portion of Section 631 CR 6202/438, with provision for the site to be managed by a third party; and instructs the Chief Executive Officer to execute the documents specified above, on behalf of Council, in accordance with Section 44 of the Local Government Act 1999.”</li> </ol>	2022/406	Ongoing	Corporate Services

19-Dec-22	15.5	Update on Parham Campground and Road Closure	“that Council, having considered Item 15.5 – Update on Parham Campground and Road Closure, dated 19 December 2022: 1. Endorses the action of the Chief Executive Officer to proceed with the closure of portion of The Esplanade from North Parade Road to North Terrace, Parham, comprising part of the Parham Campground, in accordance with Section 5 of the Roads (Opening and Closing) Act 1991; and 2. Resolves to exclude the portion of The Esplanade being closed, from North Parham Road to North Terrace, Parham, from classification of Community Land pursuant to Section 193(4a) of the Local Government Act 1999 prior to the Final Plan being approved by the Surveyor-General under the Roads (Opening and Closing) Act 1991 and Certificate of Title issued.”	2022/407	Ongoing	Corporate Services
19-Dec-22	15.8	Mid North Community Passenger Network Advisory Committee – Appointment of Member	“that Council, having considered Item 15.8 – Mid North Community Passenger Network Advisory Committee – Appointment of Member, dated 19 December 2022, receives and notes the report and in doing so appoints Councillor Kay Boon as an Elected Member representative on the Mid North Community Passenger Network Advisory Committee until the end of the current term of Council.”	2022/412	Complete	Development and Community
30-Jan-23	14.3	Hart Reserve Skate Park Investigation	“that Council, having considered Item 14.3 – Hart Reserve Skate Park Investigation dated 30 January 2023, receives and notes the report and in doing so: 1. Approves the skate park design elements presented as Attachment 2 to this report into the adopted Hart Reserve Option 1 Master Plan. 2. Instructs the Chief Executive Officer to Proceed with detailed design plans and documentation for the construction of a new skate park in consultation with community members and key stakeholders; and 3. At the conclusion of the public consultation process that a report be presented to Council.”	2023/013	Ongoing	Infrastructure and Environment
27-Feb-23	14.5	Hart Reserve - Detailed Design Update (50% Stage)	“that Council, having considered Item 14.5 – Hart Reserve - Detailed Design Update (50% Stage), dated 27 February 2023, receives and notes the report and in doing so:- 1. Endorses the design direction of the 50% Hart Reserve detailed design plans presented as Attachment 1 to this report. 2. Instructs the Chief Executive Officer to progress detailed design documentation to 90% and undertake an itemised schedule of costs. 3. Notes that at the completion of the 90% detailed design phase, a further report be presented to Council outlining a public consultation strategy for Council’s approval.”	2023/052	Ongoing	Infrastructure and Environment
27-Feb-23	14.6	Wells Township – Community Waste Water Management System (CWMS) – Feasibility Study	“that Council, having considered Item 14.6 – Two Wells Township – Community Waste Water Management System (CWMS) – Feasibility Study, dated 27 February 2023, receives and notes the report and in doing so:- 1. Receives and notes the Two Wells Feasibility Study as presented at Attachment 1. 2. Instructs the Chief Executive Officer to pursue the Local Government Association, CWMS Management Committee for funding to enable the next steps to implement a CWMS for Two Wells township, comprising the development of a concept design, design report, financial analysis and costs.”	2023/053	Complete	Infrastructure and Environment
27-Feb-23	14.6	Wells Township – Community Waste Water Management System (CWMS) – Feasibility Study	“that Council, having considered Item 14.6 – Two Wells Township – Community Waste Water Management System (CWMS) – Feasibility Study, dated 27 February 2023, instructs the Chief Executive Officer to bring back a report:- 1. Outlining the outcome of the funding request, and 2. In the event that funding is successful map out a consultation strategy for Council approval.”	2023/054	Complete	Infrastructure and Environment
27-Mar-23	12.2	Minutes of the Infrastructure and Environment Meeting held 16 March 2023	“that Council endorses resolution 2023/005 of the Infrastructure and Environment Committee and in doing so instructs the Chief Executive Officer to: 1. Undertake public consultation in relation to a proposed green waste collection service for the coastal communities of Middle Beach, Thompson Beach, Webb Beach and Parham in accordance Council’s Public Consultation Policy; and 2. Bring a report back to the Infrastructure and Environment Committee on the outcome of the public consultation process.”	2023/073	Ongoing	Infrastructure and Environment

27-Mar-23	12.2	Minutes of the Infrastructure and Environment Meeting held 16 March 2023	“that Council endorses resolution 2023/007 of the Infrastructure and Environment Committee and in doing so: 1. Endorses the direction of the draft master plan documentation presented as Attachment 5 to this report. 2. Instructs the Chief Executive Officer to progress the draft master plan; and 3. Acknowledges that an allocation of \$15,000 will be incorporated as a part of the 2023/2024 draft budget.”	2023/075	Ongoing	Infrastructure and Environment
27-Mar-23	14.7	Short Term Staff Accommodation	“that Council, having considered Item 14.7 – Short Term Staff Accommodation, dated 27 March 2023, receives and notes the report and in doing so:- 1. Determines not to proceed with the conversion of 65 Old Port Wakefield Road, Two Wells (former Two Wells RSL building) to provide short term staff accommodation; and 2. Instructs the Chief Executive Officer to continue to progress the Short-Term Staff Accommodation Project, through further costings of the purchase and location of a transportable building within the existing Two Wells Service Centre Car Park.”	2023/083	Ongoing	Growth and Investment
24-Apr-23	14.4	Thompson Beach Vehicle Access – Public Consultation	“that Council, having considered Item 14.4 – Thompson Beach Vehicle Access – Public Consultation, dated 24 April 2023, receives and notes the report and in doing so:- 1. Endorses in principle undertaking public consultation about a seasonal vehicle closure of Thompson Beach to inform a Council resolution under the Local Government Land By-Law 2019. 2. Instructs the Chief Executive Officer to prepare the Thompson Beach Seasonal Vehicle Closure Discussion Paper and to bring it to Council for endorsement for use for public consultation.”	2023/097	Ongoing	Development and Community
24-Apr-23	18.1	Motion on Notice	“that Council instructs the Chief Executive Officer to undertake investigations into a traffic management plan for Old Port Wakefield Road (Brooks Road to Mallala Road), Two Wells, as included in the Draft 2023/2024 Financial Year Annual Business Plan and Budget.”	2023/111	Ongoing	Infrastructure and Environment
26-Jun-23	14.6	Dogs On Leash – Lewiston Wetlands and Reserves Trails	“that Council, having considered Item 14.6 – Dogs On Leash – Lewiston Wetlands and Reserves Trails, dated 26 June 2023, receives and notes the report and in doing so:- 1. Endorses undertaking public consultation in relation to a proposal that dogs be on-leash in the Lewiston Wetlands and Reserves Trails to inform a Council resolution under the Dogs By-Law 2019. 2. Notes the Background Paper – Proposed Dogs On Leash in Lewiston Wetlands and Reserves Trails as outlined in Attachment 2 will be used to inform the public consultation process. 3. Authorises the Chief Executive Officer to undertake editorial changes to finalise the Background Paper for consultation.”	2023/155	Ongoing	Development and Community
24-Jul-23	12.4	Committee Meetings	“that Council endorses resolution 2023/045 of the Audit Committee and in doing so instruct the Chief Executive Officer to organise a Risk Management workshop facilitated by Bentleys in August 2023.”	2023/189	Ongoing	Executive Office



24-Jul-23	14.3	Community and Civic Hub Investigation – Completion of Phase 1	“that Council, having considered Item 14.3 – Community and Civic Hub Investigation – Completion of Phase 1, dated 24 July 2023, instructs the Chief Executive Officer to engage Holmes Dyer to continue to advance (Phase 2) the Community and Civic Hub Investigation as outlined within the Holmes Dyer report dated 17 July 2023.”	2023/204	Ongoing	Corporate Services
24-Jul-23	14.4	Employee Behavioural Standards (s.120A Local Government Act 1999)	“that Council, having considered Item 14.4 – Employee Behavioural Standards (s.120A Local Government Act 1999), dated 24 July 2023, and in consideration of resolution 2023/205 above, in accordance with section 120(1)(b) of the Local Government Act 1999 (the Act), authorises the Chief Executive Officer to act, at any time, in relation to all aspects of his delegation of authority under section 120A of the Act, including the preparation, adoption, substitution, review and consideration processes, and any necessary consultation in relation to employee behavioural standards.”	2023/206	Ongoing	Corporate Services
24-Jul-23	14.6	Deed of Extension and Variation of Lease – Adelaide Kerbing Pty Ltd	“that Council, having considered Item 14.6 – Deed of Extension and Variation of Lease – Adelaide Kerbing Pty Ltd, dated 24 July 2023, receives and notes the report and in doing so authorises the Chief Executive Officer to: i. Negotiate and finalise the terms and conditions of the Draft Deed of Extension and Variation of Lease, and to prepare the Draft Lease for execution; and ii. Pursuant to Sections 38 and 44 of the Local Government Act 1999, the Mayor and Chief Executive Officer execute the lease agreement between the Adelaide Plains Council and Adelaide Kerbing Pty Ltd.”	2023/208	Ongoing	Corporate Services
24-Jul-23	14.7	Renewal of Lease – Dublin History Group Incorporated	“that Council, having considered Item 14.7 – Renewal of Lease – Dublin History Group Incorporated, dated 24 July 2023, receives and notes the report and in doing so authorises the Chief Executive Officer to:- 1. Commence the public consultation process pursuant to Section 202 of the Local Government Act 1999, in regard to the leasing of the whole of the land comprised in Certificate of Title Volume 5801 Folio 136 and known as 9 Sixth Street, Dublin SA 5501, to the Dublin History Group Incorporated; and 2. In the event that objections are received to the leasing of the whole of the land comprised in Certificate of Title Volume 5801 Folio 136 and known as 9 Sixth Street, Dublin SA 5501, to the Dublin History Group Incorporated at the conclusion of the public consultation process, a report be presented to Council for consideration; and 3. In the event that no objections are received to the leasing of the whole of the land comprised in Certificate of Title Volume 5801 Folio 136 and known as 9 Sixth Street, Dublin SA 5501, to the Dublin History Group Incorporated, at the conclusion of the public consultation process: i. Negotiate and finalise the terms and conditions of the Draft Lease, and to seek the assistance of Norman Waterhouse Lawyers to prepare the Lease for execution; and ii. Pursuant to Sections 38 and 44 of the Local Government Act 1999, the Mayor and Chief Executive Officer execute the lease agreement between the Adelaide Plains Council and Dublin History Group Incorporated.”	2023/209	Ongoing	Corporate Services

24-Jul-23	14.8	Renewal of Lease – Two Wells Equestrian and Pony Club Incorporated	<p>“that Council, having considered Item 14.8 – Renewal of Lease – Two Wells Equestrian and Pony Club Incorporated, dated 24 July 2023, receives and notes the report and in doing so authorises the Chief Executive Officer to:-</p> <p>1. Commence the public consultation process pursuant to Section 202 of the Local Government Act 1999, in regard to the leasing of the whole of the land in Certificate of Title Volume 5532 Folio 960 and portion of the land in Certificates of Title Volume 5071 Folio 338 and Volume 5532 Folio 959, to the Two Wells Equestrian and Pony Club Incorporated; and</p> <p>2. In the event that objections are received to the leasing of the whole of land in Certificate of Title Volume 5532 Folio 960 and portion of the land in Certificates of Title Volume 5071 Folio 338 and Volume 5532 Folio 959, to the Two Wells Equestrian and Pony Club Incorporated at the conclusion of the public consultation process, a report be presented to Council for consideration; and</p> <p>3. In the event that no objections are received to the leasing of the whole of the land comprised in Certificate of Title Volume 5532 Folio 960 and portion of the land in Certificates of Title Volume 5071 Folio 338 and Volume 5532 Folio 959, to the Two Wells Equestrian and Pony Club Incorporated, at the conclusion of the public consultation process:</p> <p>i. Negotiate and finalise the terms and conditions of the Draft Lease, and to seek the assistance of Norman Waterhouse Lawyers to prepare the Lease for execution; and</p> <p>ii. Pursuant to Sections 38 and 44 of the Local Government Act 1999, the Mayor and Chief Executive Officer execute the Lease agreement between the Adelaide Plains Council and Two Wells Equestrian and Pony Club Incorporated.”</p>	2023/210	Ongoing	Corporate Services
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**15.2 RESIGNATION OF ELECTED MEMBER COUNCILLOR JOHN LUSH****Record Number:** D23/45034**Author:** Manager Governance**Authoriser:** Director Corporate Services**Attachments:** Nil**RECOMMENDATION**

**“that Council, having considered Item 15.2 – *Resignation of Elected Member Councillor John Lush*, dated 23 October 2023, receives and notes the report.”**

**Purpose**

The purpose of this report is to notify Council of Councillor John Lush’s resignation from Office, as required by section 54(6) of the *Local Government Act 1999* (Local Government Act).

**Background**

On 5 October 2023, Councillor Lush notified the Chief Executive Officer in writing of his resignation. The resignation has been received in accordance with section 54(3) of the Local Government Act, and cannot be withdrawn.

**Discussion**

In light of Councillor Lush’s resignation, a casual vacancy has now been created under section 54(1)(b) of the Local Government Act.

Council has therefore now engaged the Electoral Commission of South Australia (ECSA). ECSA is an independent office which forms part of the state government, and conducts parliamentary state and council elections every four years, including House of Assembly by-elections and council supplementary elections. As stated in section 10(3) of the *Local Government (Elections) Act 1999* (the Local Government Elections Act), the Electoral Commissioner is the returning officer who will manage the process for filling the vacancy.

In accordance with section 6A of the Local Government Elections Act and regulation 3A of the *Local Government (Elections) Regulations 2010*, the Electoral Commissioner will contact the six candidates who were unsuccessful in being elected to the Office of Area Councillor at the November 2022 periodic election, and request them to declare whether they are still willing and eligible to be elected to Office. Those responses will determine the process of filling the vacancy:

1. If there are no eligible candidates, a supplementary election will take place;
2. If there is one (1) eligible candidate, that candidate will be elected; or
3. If there is more than one (1) eligible candidate, the Electoral Commissioner will “recount” the votes cast in the 2022 election for Office (1,980), only taking into account the previously unsuccessful candidates who have declared they are willing and eligible to be elected. The successful candidate in this process will be elected.

**Conclusion**

In accordance with section 54(6) of the Local Government Act, a notice will be published in the Government Gazette. Notice of Councillor Lush's resignation has also been published on Council's website via a media release that has been distributed to the local newspaper outlets.

Further reports will be brought to Council to update, as necessary, progress on filling the vacancy.

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**References**Legislation

*Local Government Act 1999*

*Local Government (Elections) Act 1999*

*Local Government (Elections) Regulations 2010*

Council Policies/Plans

*Strategic Plan 2021-2024*

*Proactive Leadership*

### 15.3 OMBUDSMAN SA FINDINGS

**Record Number:** D23/44790

**Author:** Manager Governance

**Authoriser:** Director Corporate Services

**Attachments:** 1. **Ombudsman SA Outcome of Complaint 2023/00744 - Redacted Letter - 11 September 2023** [↓](#) 

### RECOMMENDATION

**“that Council, having considered Item 15.3–*Ombudsman SA Findings*, dated 23 October 2023, receives and notes the report.”**

### Purpose

The purpose of this report is to update Council regarding the outcome of a recent complaint made to the Ombudsman SA (matter reference 2023/00744).

### Background

On 25 July 2023, Council was advised by the Ombudsman SA that a complaint (2023/00744) about Adelaide Plains Council had been referred to the Ombudsman (by the Office for Public Integrity). The complaint alleged maladministration by Council in relation to Council’s contract to replace a 2.7km section of dune fencing along North Thompson Beach in early 2022, which was largely funded by a grant from the Coast Protection Board. They alleged Council did not engage in a competitive tender process for the contract of work, and the price paid (\$125,000.00) was excessive.

The Ombudsman SA is an independent body that has the power to investigate complaints made about state government departments and authorities, and local governments and their elected members. They have the power to investigate allegations of misconduct and maladministration, public interest disclosures and review decisions made by state and local government under the *Freedom of Information Act* (SA). Under the section 29A *Ombudsman Act 1972* (SA), the Ombudsman SA and the third party (complainant) are bound by confidentiality unless as authorised to disclose by legislation.

### Discussion

Section 4(1) of the *Ombudsman Act 1972* (SA) provides the test for maladministration in public administration as “an irregular and authorised use of public money or substantial mismanagement of public resources”. To assist with assessing the complaint, the Ombudsman SA contacted Council to obtain information in relation to the contract for works for the dune fencing along North Thompson Beach. By letter to the complainant (and copied to Council) dated 11 September 2023, the Ombudsman SA then determined (refer to **Attachment 1** of this Report) “it is not in the public interest to take further action” in relation to this complaint as there is an “insufficient likelihood it would lead to a finding of maladministration” by Council.

**Conclusion**

The Ombudsman SA has since authorised Council to disclose the redacted letter as Council sees fit. The complaint (2023/00744) is now formally closed and this report is provided to Council by way of information.

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**References**Legislation

*Ombudsman Act 1972 (SA)*

*Freedom of Information Act 1991 (SA)*

Council Policies/Plans

*Complaints Handling Policy*

*Strategic Plan 2021-2024*

*Proactive Leadership*



OmbudsmanSA

Enquiries:  
Telephone:  
Ombudsman reference:

Rebecca Dart  
(08) 8226 8699  
2023/00744

OFFICIAL: Sensitive//Legislative secrecy

By email: [REDACTED]

Dear [REDACTED]

**Your complaint about the Adelaide Plains Council**

I refer to your complaint [REDACTED] about the Adelaide Plains Council (**the council**) made under the *Ombudsman Act 1972*. I also refer to my Officer's email to you dated 15 June 2023 and conversations with you on 2 March and 11 July 2023.

Your complaint concerns the council's contract to replace a 2.7km section of dune fencing along North Thompson Beach in early 2022 (the Thompson Beach Project), which was largely funded by a grant from the Coast Protection Board. You believe the council did not engage in a competitive tender process in relation to the contract for the work and that the price it paid of \$125,000 was excessive. You obtained a breakdown of costs from the council which indicate the council paid \$52,000 for materials for the Thompson Beach Project, whereas you say an independent assessor estimated the cost of materials to erect the fence at \$25,000 and a supplier estimated it at \$15,000. You did not respond to my Officer's requests for documentation surrounding these estimates.

Whenever my Office receives a complaint, the matter is assessed as to whether it comes within my jurisdiction and, if so, whether I should exercise my discretion to commence an investigation. I have assessed the matter and, although it is within jurisdiction, I have determined, in my discretion, that it is not in the public interest to take further action in relation to the matter.<sup>1</sup> I explain how I arrived at this decision below.

***My enquiries***

I sought information from the council in relation to the contract for the works for the Thompson Beach Project. The council has advised it sought quotes from three local fencing contractors but received only two responses, copies of which it has provided to my Office. It says after its staff evaluated the quotes, it selected one and entered a contract for the works. It further says there is no connection or relationship between the contractor and the council's staff or elected members. The council also advises that the decision for replacement of the fence was in accordance with its delegations and procurement policy and did not require a resolution by the elected members.

<sup>1</sup> *Ombudsman Act 1972* s 12H(1)(c).



OFFICIAL: Sensitive//Legislative secrecy

### ***My assessment of your report***

The first issue raised by your complaint concerns the council's procurement process. The council's Procurement Policy provides for it to adopt a 'request for quotations' process on contracts of the size of the Thompson Beach Project and on 'largely price-based purchases where the supplier is required to provide some detail.' The council indicates it sought three quotes, in compliance with the policy but the third contractor declined to quote due to the contract delivery timeline.

After considering the information provided, it is my view the procurement process adopted by the council adequately complied with its Procurement Policy.

The second issue raised by your complaint involves your concern that the cost of the Thompson Beach Project was excessive for what was involved, particularly the cost of materials. The council has provided its grant project completion report and financial acquittal. These indicate that the final invoice for the contractor's work, including fence demolition and construction, was in line with its quote. It is apparent that the cost of materials invoiced by the contractor was considerably lower than the amount of \$52,000 outlined in the council's breakdown of costs. However, the council's financial acquittal spreadsheet indicates there were other materials costs involved in this figure, such as road material. The grant project completion report and financial acquittal for the project indicate that other costs which contributed to the final price but were not included in the contractor's work included: site preparation, vegetation trimming and rabbit control.

On the basis of the information provided by the council, there were ancillary costs in addition to the work undertaken by the fencing contractor, including additional materials, and these contributed to the overall cost. However, in my view there is insufficient indication the council's expenditure on these items amounts to maladministration.

In response to your concern that the fence is only 1.3km in length, the council has confirmed the total length of the fencing required for the Thompson Beach Project was 2,650m, which not only included fencing erected along The Esplanade but also along the beach access pathways.

### ***Outcome of my assessment***

Section 4(1) of the Ombudsman Act provides the test for maladministration in public administration which relevantly is 'an irregular and unauthorised use of public money or substantial mismanagement of public resources.' In light of my assessment of the material provided, I have determined not to conduct an investigation of the report, as I consider there is insufficient likelihood it would lead to a finding of maladministration on the part of the council in relation to its expenditure on the Thompson Beach Project.

I intend to end my consideration of your complaint, unless you are able to identify an error in my assessment of the matter. If you think you are able to identify such an error, I ask you to contact my Office by **18 September 2023** with your reasoning. If you do not contact my Office within that time, I will close the file and notify the council of my final views, in a redacted form.

### ***Confidentiality***

Please note that the Ombudsman Act imposes certain obligations on my Office and others, including complainants, officers and members of a council, to keep information about my assessment and enquiries confidential.

OFFICIAL: Sensitive//Legislative secrecy

While section 29A of the Ombudsman Act restricts disclosure of information connected to a matter dealt with under the Act, I am able to authorise disclosure. Generally, I consider there is a public interest in disclosure of my decisions. Therefore, once I have closed the file, I authorise disclosure of this letter by you as you see fit.

In the meantime, if you need to disclose any information about this matter to any person (other than a person to which section 29A(3)(b) or (c) of the Ombudsman Act applies) you must contact my Office and seek an authorisation to do so.

Yours sincerely



Wayne Lines  
**SA OMBUDSMAN**

11 September 2023

**15.4 TWO WELLS RECREATION AND SPORT PRECINCT MASTER PLAN UPDATE****Record Number:** D23/42881**Author:** Strategic Project Officer**Authoriser:** Director Growth and Investment**Attachments:** Nil**RECOMMENDATION**

***“that Council, having considered Item 15.4–Two Wells Recreation and Sport Precinct Master Plan Update, dated 23 October 2023, receives and notes the report.”***

**Purpose**

To update Council about the master planning underway for the Two Wells Recreation and Sport Precinct (Two Wells Oval).

**Background**

A contemporary Two Wells Recreation and Sport Precinct Master Plan is a significant and critical planning project for Two Wells future, noting the need for updated guidance about the precincts future concurrent with Two Well’s residential growth to around 10,500-11,000 in 2040.

**Council Decision**

On 24 April 2023, Council received a report about master planning the Two Wells Oval Precinct and endorsed in principle the Brief to seek consultants undertake the investigations and engagement to prepare a master plan.

**RESOLUTION 2023/105****Moved:** Councillor Boon**Seconded:** Councillor Paton

***“that Council, having considered Item 15.4 – Two Wells Recreation and Sport Precinct Master Plan Update, dated 23 October 2023, receives and notes the report and in doing so:***

- 1. Endorses in principle the Two Wells Oval Master Plan Brief as presented in Attachment 1 to this Report; and**
- 2. Instructs the Chief Executive Officer to finalise the brief, noting the brief will be used to seek a suitable consultant team.”**

**CARRIED UNANIMOUSLY**

Following an open procurement process based on Council's Procurement Policy which received numerous proposals, a consultant team lead by Tredwell recreation and sport consultants were appointed in July 2023.

#### Start Up/Background/Initial Engagement

The consultant team have commenced their work on this project including reviewing a broad range of background documents, understanding the site and its constraints and opportunities, and commencing a range of initial community and stakeholder engagement activities.

Initial engagement has involved:

- Online community survey completed by just under 100 respondents (to date) and open till 18 October 2023
- Engagement with clubs and groups with leases in the precinct via a workshop on 4 October and online user survey
- Focus groups for people with disability, retired or older people and younger people on 4 October. Several discussions were held and engagement with these groups will be ongoing
- Inviting Two Wells resident, business, and groups participation via direct e-mail and fliers
- Creating a web page<sup>4</sup> as part of the major projects section on Council's website
- The consultants commencing discussions with State level peak sport bodies and reviewing background material.

This consultation is at the early stages of the project and there will be further consultation – including after formal consideration by Council of a draft master plan anticipated early in 2024.

#### **Discussion**

The Precinct is under Council's care and control, with a range of existing lessees. The brief envisages a collaborative process with lessees, residents, town stakeholders and Main Street businesses, as well as State level peak bodies, which the initial consultation is commencing. Consultation on a draft Master Plan document will provide further opportunities for lessees, residents, town stakeholders and main street businesses to participate.

The brief identifies that one goal of the master plan is to 'provide an investigation basis to:

- a. Inform detail design (this is to be done in subsequent work packages)
- b. Underpin grant applications
- c. Inform Council's long-term asset and financial planning
- d. Manage risks associated with the former landfill
- e. Inform Council's policy work, such as Community Land Management planning.'

A contemporary master plan enables Council and the various clubs to have discussions around needed upgrades, undertaking detailed design work, and to seek funding via grants. A contemporary master plan also enables Council to take an informed approach to the level of funding support for precinct upgrades within Council's Long Term Financial Plan and Annual Business Plan.

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<sup>4</sup> [apc.sa.gov.au/our-council/major-projects/two-wells-recreation-and-sport-precinct](http://apc.sa.gov.au/our-council/major-projects/two-wells-recreation-and-sport-precinct)

A contemporary master plan directly informs the updating of Council's Community Land Management Plan.

**Conclusion**

Investigations and engagement are progressing in accordance with the endorsed project brief. The next few months will see consultant analysis of initial engagement input and background documents, and targeted discussions with Council officers and key precinct stakeholders about master plan options.

The output of this phase will be a draft Master Plan anticipated to be brought to Council early in 2024 seeking endorsement to commence formal consultation.

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**References**Legislation

*Local Government Act 1999*

Council Policies/Plans

*Public Consultation Policy*

*Community Land Management Plans*

**15.5 WINDSOR INSTITUTE STATUS****Record Number:** D23/43717**Author:** Strategic Project Officer**Authoriser:** Group Manager - Development and Community**Attachments:**  
1. Community Input Windsor Institute [↓](#)   
2. Windsor Institute - Building Condition and Maintenance Report - September 2023 [↓](#) **EXECUTIVE SUMMARY**

- The Windsor Institute is a community asset under Council's care and control.
- With the Institute currently vacant, it presents no immediate risks to Council.
- However, further work is needed to determine what community interest there may, or not, be to make use of the building. One option is to test community interest as part of stakeholder engagement for Dublin's potential growth, noting this will involve contacting numerous stakeholders across the region.
- Officers intend to continue to investigate options to address the predominant building defect associated with the footings and walling and also measures to suitably manage items of historical significance.
- If Council is to no longer hold the Institute, formal consultation proposing revocation of community land status would need to occur followed by Council seeking approval to revoke community land status from the Minister responsible for administering the *Local Government Act 1999*.

**RECOMMENDATION**

**"that Council, having considered Item 15.5–*Windsor Institute Status*, dated 23 October 2023, receives and notes the report."**

**Purpose**

To provide an information update to Council about the status of Windsor Institute.

**Background**Council Decision

On 28 August 2023, Council endorsed seeking an information status report about the Windsor Institute:

**RESOLUTION 2023/257**

**Moved:** Councillor Panella

**Seconded:** Councillor Strudwicke

**“that the Chief Executive Officer bring back a report to Council encompassing all information regarding the Windsor Institute. The report to cover information such as status of the building (to keep, sell or find a new use for the building), determine any repairs required, cost of repairs, inventory list of all items in and out of the Institute and to ensure that all items of historical and/or value to the community be removed and stored for safe keeping until a place can be found to incorporate the history of the Windsor Institute.”**

**CARRIED**

Drawing on the Council resolution, this report provides information under the following headings: -

- Community Input
- Property and Legal
- Building Structure
- Historical
- Future Options

Community Input

Council has had custodianship of the Institute since around 1983, with a library service operating for many years. The library service closed in 2020, with the Council receiving a formal report on 14 December 2020. In 2021, Windsor residents were invited to comment on the closure and no comments were received.

At the July 2023 Dublin Community Forum, a discussion with a long-term Windsor resident (**Attachment**) made the following points:

- The Institute is no longer used.
- Low capacity of local volunteers to run programs.
- Various historical items need proper consideration.
- The Institute could be used for different purposes, one of which may involve council selling.
- The building itself needs work.

Property and Legal

The Institute is at 19 Port Wakefield Road, CT5798/701. The land is around 2023 sqm in area.



The Institute is Council owned and on the Community Land Register with a 'Community' classification. The Institute is subject to the Adelaide Plains Council Community Facilities Management Plan.

The Community Facilities Management Plan<sup>5</sup> outlines that 'The land that the Community Facilities Management Plan relates to is held for the following purposes:

- To provide community facilities for use by the community for a range of activities.
- To support the provision of diverse services to the community.
- To facilitate the provision of broadband internet, telecommunications and other essential services and the location of associated infrastructure.'

The Community Land Register notes 1983 as the 'Acquisition Date' by Council.

The Institute is located within a Rural Settlement Zone in the Planning and Design Code.



*Figure 1 Windsor Institute is within a Rural Settlement Zone*

Land uses that are explicitly envisaged in the Zone include consulting room, detached dwelling, dwelling addition, light industry, office, outbuilding, shop, tourist accommodation, carport, veranda and warehouse. Uses not listed, such as development of land for a car park, are assessed based on how they perform.

Retail, light industry and warehousing are provided for up to 50 – 80 square metres in area.

The Environment and Food Production Area (EFPA) does not cover land within the Rural Settlement Zone of Windsor. Whilst this means the EFPA is not a barrier to land division for residential purposes, new allotments need to be large enough for on-site waste water treatment (typically around 1200 sqm).

The Rural Settlement Zone envisages:

- 'A small mixed-use settlement supporting a limited range of residential development, tourist, recreation and community facilities grouped together to serve the local community and visitors.'
- 'Development contributes to and enhances the local context and development pattern comprising the settlement.'

### Building Structure

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<sup>5</sup> [apc.sa.gov.au/our-council/council-documents/councilplans](https://apc.sa.gov.au/our-council/council-documents/councilplans)

Just over a year ago in September 2022, Council's Development Officer (Building) completed a Building Condition and Maintenance Report (**Attachment**).

The summary recommendation is 'The predominant defect apparent to the building is the deterioration and fretting of the external walls. It is more apparent on the northern side of the building due to the adjacent driveway not being sealed with paving or bitumen. If left without attention the deterioration will continue and cause major structural issues in the near future.

It is recommended that a rising damp specialist be engaged to assess and provide a rectification solution to the footings and walling. By paving or sealing the northern side surface up to the wall and providing a spoon drain to the centre-line, it will eliminate moisture ingress that has contributed to the deterioration.

Other defects identified to the building within this report are of a general regular maintenance nature and can be attended to in due course. At this stage they are not of a structural concern.'

Officers are seeking specialist quotes to inform grant submissions for the footings and walling.

### Historical

In 1983, a Heritage Survey of the Lower North identified the Windsor Institute of potential heritage value<sup>6</sup>. The Institute has been assessed as locally significant in 2022.

The following historical items are within the Institute:

- Photos.
- Machine Gun (not in the Windsor Institute at this time)
- Honours board.

Officers intend to explore with the Mallala Museum the potential for all items of historical significance to be kept as a collection at the Mallala Museum



Figure 2 Several of the Historic Photos

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<sup>6</sup> [environment.sa.gov.au/topics/heritage/sa-heritage-register/heritage-surveys](https://environment.sa.gov.au/topics/heritage/sa-heritage-register/heritage-surveys)

### Future Options

More work needs to be done to determine the long-term future of the Institute.

As a Community Asset subject to the Community Land Management Plan, whether there are organisations or individuals prepared to use the Institute, and under what terms, is not known.

Council officers intend that the question around the Institute's long-term future be engaged about as part of considering the long-term growth of Dublin. One part of considering Dublin's future is to consider at the same time the future of nearby settlements such as Windsor, Long Plains, and coastal settlements.

Noting a variety of community, sporting, and recreational groups exist, this form of consultation presents one opportunity to enable the community and stakeholders in the north west of the Council area to consider the Institute's future, and potentially express interest. Any new organisation would need to enter into suitable agreements, such as a lease, with Council.

The Institute is Council owned and 'community land'. If Council is to no longer hold the Institute, formal consultation proposing revocation of community land status would need to occur followed by Council seeking approval to revoke community land status from the Minister responsible for administering the *Local Government Act 1999*.

### **Discussion**

This report provides a status update about the Institute. With the Institute currently vacant, it presents no immediate risks to Council. However, further work is needed to determine what community interest there may be, or not, to make use of the building. One option is to test community interest as part of stakeholder engagement for Dublin's potential growth, noting this will involve contacting numerous stakeholders across the region.

Officers intend to continue to investigate options to address the predominant building defect associated with the footings and walling and also measures to suitably manage items of historical significance.

### **Conclusion**

This report is a timely status update about the Windsor Institute. Officers will continue to progress the various activities mentioned.

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### **References**

#### Legislation

*Local Government Act 1999*

#### Council Policies/Plans

*Adelaide Plains Council Community Facilities Management Plan*

*Public Consultation Policy*

**WINDSOR INSTITUTE COMMUNITY INPUT**

October 2023

Public Forum 31 July 2023**Windsor Institute**

- The Institute is not being used effectively and is at risk of deteriorating. There are historical artifacts stored that are at risk, the Rolls of Honour, and the old mural on the stage also needs to be looked after. The building is not up to scratch for the community to hire it.
- Historical artifacts also include paperwork (including library records from the early 1900s).
- A holistic view of tourism in the region would include our heritage buildings – comment added by Councillor Lush.

*Mayor noted that Council upgraded the Institute a few years ago to add a mobility access ramp. Questioned whether there would be interest from the community of Windsor to use the Institute for another purpose. Agreed that there should be action taken to protect the historical records, and queried whether Mallala Museum would be of assistance.*

Public Forum 31 July 2023 - Discussion Summary  
Page 1 of 4

Informal Discussion to Inform Dublin Growth and Tourism Master Planning

Anthea Ailmore, Long Term Resident of Windsor – 21 February 2023

1. Purpose was to understand a long-term locals perspective on Windsor's future to inform Dublin Growth and Tourism Master Planning, and noting Windsor's proximity to potential growth at Dublin
2. Discussed small population and existing houses sold between \$200 – 300k, a price point affordable to a lower socio-economic demographic.
3. From settlement, Windsor grew to be a populous and valued town, with several local businesses, school and church. In 2023, long term locals retain pride and belonging. More recent residents tend to be less involved with Windsor itself.
4. Institute - largely not used and with low capacity of locals to volunteer to run programs and to assist maintain/fundraise. Now open to Institute being sold by APC as owner (would not have held that view three decades back). If to be sold, historical documents and memorabilia needs to be appropriately managed.

5. Shop closed in in 2000 and Uniting Church in 2020. All uses either residential, home-based business or farm-based business.
6. Growth – noted underway at Two Wells and Mallala, and Dublin has grown to its west. Aware of some developer interest in Dublin’s growth. Acknowledges both demand and suitable infrastructure needed to enable resident growth that is liveable.
7. Considers Windsor’s growth several decades away. If the two hectares of Rural Settlement land between Loveday Road and Port Wakefield to be developed, should be rural living density.
8. Telecommunications – average phone reception.



## Building Condition and Maintenance Report

Complete

Score	44.44%	Flagged items	5	Actions	6
Address	19 Old Pt Wakefield Rd Windsor				
Location	19 Old Port Wakefield Rd, Windsor SA 5501, Australia (-34.420448799999996, 138.3299736)				
Conducted on	02.09.2022 13:22 ACST				
Prepared by	Matt Fendler				

### Site Photo



Photo 1

## Purpose and Scope

The purpose of the inspection is to provide advice regarding the condition of the structure of the property at the time of inspection. The inspection shall comprise of a visual assessment of accessible areas of the property to identify significant defects to the building structure and to form an opinion regarding the general condition of the structure of the property.

## Property Condition Definitions and Assessment Ratings

### PROPERTY CONDITION ASSESSMENT RATINGS

#### Rating & Condition Description

C1 - Very Poor: The asset has failed; is not operational and is unfit for occupancy or normal use.

C2 - Poor: The asset has deteriorated badly; serious structural problem(s); general appearance is poor with eroded protective coatings; elements are defective; services are frequently failing; and/or a significant number of major defects exist.

C3 - Fair: The asset is in average condition; deteriorated surfaces; services are functional but require or will soon require attention

C4 - Good: The asset exhibits superficial wear and tear, minor defects, minor signs of deterioration to

surface finishes, but does not require significant maintenance, no major defects exist.

C5 - Very Good: Asset has no material defects; condition and appearance are as new.

### MAINTENANCE AND RESPONSE TIMES

1/51

Rating & Response Rating  
 R1 - Emergency: Repair urgently  
 R2 - Urgent: Required within 6 months  
 M3 - 6 months to 2 years  
 M4 - 3 to 5 years  
 M5 - 5 to 10 years  
 M6 - 11+ years

## General Description

The building is a	Institute/Hall/Library
For the purpose of this report the front of the building is facing approximately	East
The construction of the property is	Loadbearing stone and metal roof

## Roof

1 flagged

Roof covering is constructed of	Metal
The condition of the covering is	C3 - Fair
The roof covering requires repairs and/or maintenance	Yes
Repairs and maintenance response rating is	M4 - 3 - 5 years

## Ridges/Capping's/Flashings

Ridges/Cappings/Flashings are constructed of	Metal
The condition of the ridges/capping's/flashings are	C3 - Fair
The ridges and capping requires repairs and/or maintenance	Yes
Repairs and maintenance response time	M4 - 3 - 5 years

## Gutters

1 action

The gutters are constructed of	Colorbond metal
The condition of the gutters are	C3 - Fair
The gutters require repairs and/or maintenance	Yes

To Do | Assignee Matt Fendler | Priority Low | Due 10.03.2023 11:52 ACDT | Created by Matt Fendler

Minor silicone repair required to leaking join halfway along southern gutter

2/51



**Repairs and maintenance response time**

M3 - 6 months to 2 years

Minor leaking at joint halfway along southern side



Photo 2



Photo 3



Photo 4



Photo 5



Photo 6



Photo 7

**Downpipes**

1 action

**The downpipes are constructed of**

Zincalume/Galvanised metal

PVC

**The condition of the gutters are**

C3 - Fair

**The downpipes require repairs and/or maintenance**

Yes

To Do | Assignee Kirk Daniel | Priority Low | Due 10.03.2023 11:54 ACDT | Created by Matt Fendler

Painting of pvc downpipes and fittings to extend lifespan

**Repairs and maintenance response time**

M4 - 3 - 5 years

PVC pipes could be painted to increase lifespan.



Photo 8



Photo 9



Photo 10



Photo 11

**External Walls****The external walls are constructed of**

Stone

Brick

With rendered brick quoins around openings.

**The cladding is predominately**

Stonework

Rendered finish

**There are signs of cracking noted**

Yes - Minor signs

Yes - Significant signs

3/51

**The condition of the external walls are**

C2 - Poor

**The External walls require repairs and/or maintenance**

Yes

To Do | Assignee Mike Ravno | Priority High | Due 10.03.2023 12:03 ACDT | Created by Matt Fendler

Structural repairs to affected stonework and brickwork to link with footing assessment

**Repairs and maintenance response time**

M3 - 6 months to 2 years

Various areas of cracking noted to walls.

Depleted stonework noted to base of walls predominantly on northern side of building.

Drummy render to quoins and lower plinth noted.



Photo 12



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

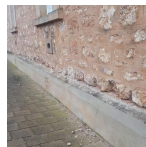


Photo 19

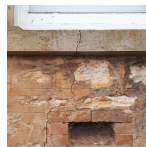


Photo 20



Photo 21



Photo 22



Photo 23

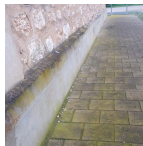


Photo 24



Photo 25



Photo 26



Photo 27



Photo 28



Photo 29



Photo 30



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36



Photo 37

**Footings**

1 action, 16.67%

**The footings are**

Above and below ground level

4/51

**The footings are constructed of**

Unknown material

Potentially stone and an early form of concrete.

**There are signs of settlement or cracking noted**

Yes - Significant signs

**The condition of the footings are**

C2 - Poor

**The footings require repairs and/or maintenance**

Yes

Complete | Assignee Mike Ravno | Priority High | Due 10.03.2023 12:06 ACDT | Created by Matt Fendler

Structural assessment and recommendations for repair methods required for the footings

**Repairs and maintenance response time**

M3 - 6 months to 2 years

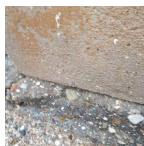


Photo 38



Photo 39



Photo 40

## External Windows/Doors

1 action

**Window/Door frames are constructed of**

Timber

**The condition of the windows/Doors are**

C3 - Fair

**The windows/Doors require repairs and/or maintenance**

Yes

To Do | Assignee Kirk Daniel | Priority Medium | Due 10.03.2023 12:08 ACDT | Created by Matt Fendler

Minor repairs and painting to external windows and doors required

**Repairs and maintenance response time**

M3 - 6 months to 2 years

Weathered paintwork and minor damage noted to most windows.



Photo 41



Photo 42



Photo 43



Photo 44

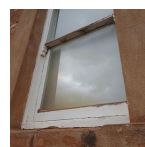
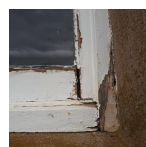


Photo 45



Photo 46



5/51

Photo 47

Photo 48

Photo 49

Photo 50

Photo 51

Photo 52

**Other Exterior Elements**

1 action

**Other Exterior Elements 1**

1 action

**Any Additional Elements (fences, footpaths, driveways etc.)**

Yes

Timber fascias and eaves

**The condition of the element is**

C3 - Fair

**Repairs and maintenance response time**

M3 - 6 months to 2 years



Photo 53



Photo 54



Photo 55

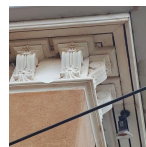


Photo 56

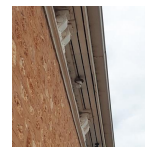


Photo 57



Photo 58



Photo 59

To Do | Assignee Matt Fendler | Priority Medium | Due 15.03.2023 12:10 ACDT | Created by Matt Fendler

Painting maintenance required to external timberwork

**Are there significant trees in close proximity to the structure**

No

**Other Exterior Elements 2****Any Additional Elements (fences, footpaths, driveways etc.)**

Yes

Boundary fences



Photo 60



Photo 61



Photo 62

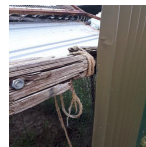


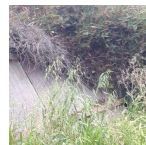
Photo 63



Photo 64



Photo 65



6/51



Photo 66

Photo 67

Photo 68

Photo 69

Photo 70

**The condition of the element is**

C2 - Poor

**Repairs and maintenance response time**

M3 - 6 months to 2 years

Sections of old and leaning fences with rot to some timber rails noted.

**Are there significant trees in close proximity to the structure**

No

**Other Exterior Elements 3****Any Additional Elements (fences, footpaths, driveways etc.)**

Yes

Toilet block and rainwater tank adjacent



Photo 71



Photo 72



Photo 73



Photo 74



Photo 75



Photo 76



Photo 77



Photo 78



Photo 79

**The condition of the element is**

C3 - Fair

**Repairs and maintenance response time**

M4 - 3 - 5 years

**Are there significant trees in close proximity to the structure**

No

**Other Exterior Elements 4****Any Additional Elements (fences, footpaths, driveways etc.)**

Yes

Perimeter paving, concrete entrance ramp and rear stairs.



Photo 80



Photo 81

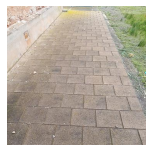


Photo 82

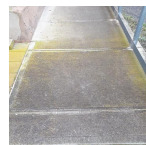


Photo 83



Photo 84



Photo 85

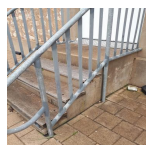
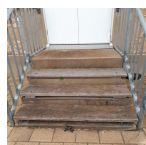


Photo 86

Photo 87

Photo 88

**The condition of the element is**

C3 - Fair

**Repairs and maintenance response time**

M4 - 3 - 5 years

**Are there significant trees in close proximity to the structure**

No

## Internal Roof Covering

**The underside of the roof**

Not Applicable

Did not access

## Roof Frame

**The roof frame**

Not Applicable

Not inspected

## Ceiling

**Ceiling Material and type**

Lathe and Plaster

Other

Potentially fibrous plaster with timber mouldings to back room

**Ceiling material is in generally**

C3 - Fair

**There were signs of cracking noted**

Yes

**The ceilings appear to be adequately fixed**

Yes

Minor cracking and undulations noted to ceiling consistent with age.

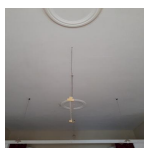


Photo 89



Photo 90

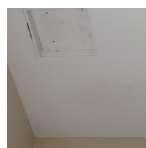


Photo 91



Photo 92

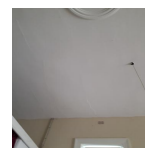


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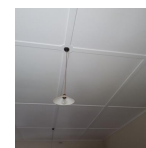


Photo 94

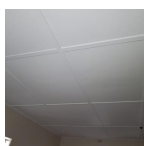


Photo 95

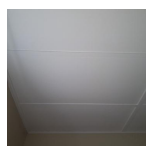


Photo 96

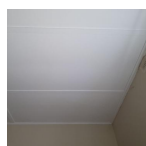
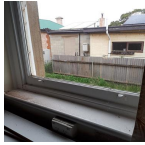


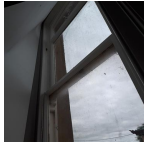

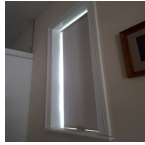


Photo 97

## Internal Walls

Internal wall cladding is generally constructed of	Rendered brickwork
There were signs of cracking or significant movement noted	Yes
The condition of the internal walls is generally	C3 - Fair
The internal walls require repairs and/or maintenance	Yes
Repairs and maintenance response time	M4 - 3 - 5 years
The walls appear to be generally stable	Yes
<div>       </div> <div> <span>Photo 98</span> <span>Photo 99</span> <span>Photo 100</span> <span>Photo 101</span> <span>Photo 102</span> <span>Photo 103</span> </div>	
<div>      </div> <div> <span>Photo 104</span> <span>Photo 105</span> <span>Photo 106</span> <span>Photo 107</span> <span>Photo 108</span> </div>	

## Internal Windows

Window frames are constructed of generally	Timber
The condition of the internal windows are	C3 - Fair
The internal windows require repairs and maintenance	Yes
Repairs and maintenance response time	M4 - 3 - 5 years
<div>       </div> <div> <span>Photo 109</span> <span>Photo 110</span> <span>Photo 111</span> <span>Photo 112</span> <span>Photo 113</span> <span>Photo 114</span> </div>	

## Internal Doors

Internal doors are generally constructed of	Timber
The condition of the internal doors are	C3 - Fair



**The internal doors require repairs and maintenance**

Yes

**Repairs and maintenance response time**

M4 - 3 - 5 years

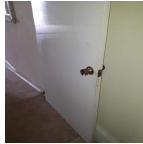


Photo 115



Photo 116



Photo 117

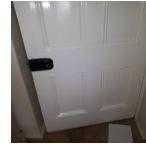


Photo 118



Photo 119



Photo 120

## Wet Areas

**Are there any internal wet areas - Kitchen/ Bathroom/ Laundry etc.**

Yes

**Number and type of installation/s**

Kitchen area

**The condition of the internal wet areas are**

C3 - Fair

**Repairs and maintenance response time**

M4 - 3 - 5 years

No plumbing or sink noted to kitchen area



Photo 121



Photo 122



Photo 123

## Floors

**Floors are generally constructed of**

Timber

**They are covered in**

Other

Bare timber floors

**The general condition of the floors are**

C3 - Fair

**Repairs and maintenance response time**

M4 - 3 - 5 years

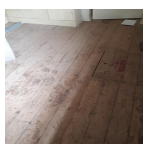


Photo 124

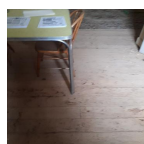


Photo 125

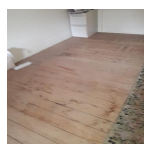


Photo 126

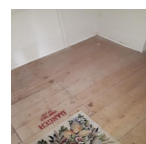


Photo 127

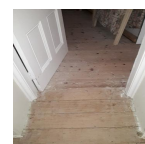


Photo 128

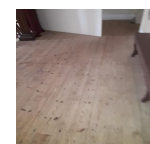


Photo 129



Photo 130



Photo 131

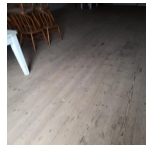


Photo 132

## Plumbing

**The sewer plumbing is a**

PVC System

**Sewer plumbing system is connected to**

Septic tank

**Does there appear to be any faults with the sewer system**

No

Sewer plumbing to rear standalone toilet only but has pipework adjacent kitchen.

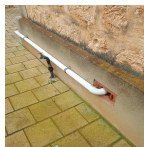


Photo 133

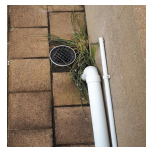


Photo 134



Photo 135



Photo 136



Photo 137



Photo 138

**Water is supplied in**

Copper pipe

PVC/Plastic

**The water flow and operation appears to be adequate**

No

**Repairs and maintenance response time**

M3 - 6 months to 2 years

Water was not flowing at time of inspection.

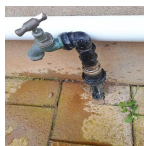


Photo 139



Photo 140



Photo 141

**Is there electricity connected to the structure**

Yes

**Are there any notable issues apparent with the electricity or any electrical installations**

No



Photo 142

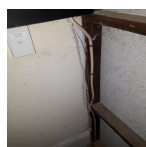


Photo 143

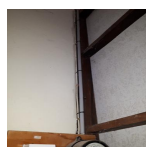


Photo 144

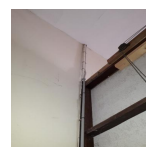


Photo 145

## Other Repairs and Maintenance

1 flagged

Are there any other items noted during the inspection that require repairs and/or maintenance

No

## Summary and Recommendations

### Findings and any recommendations

The predominant defect apparent to the building is the deterioration and fretting of the external walls. It is more apparent on the northern side of the building due to the adjacent driveway not being sealed with paving or bitumen. If left without attention the deterioration will continue and cause major structural issues in the near future.

It is recommended that a rising damp specialist be engaged to assess and provide a rectification solution to the footings and walling.

By paving or sealing the northern side surface up to the wall and providing a spoon drain to the centre-line, it will eliminate moisture ingress that has contributed to the deterioration.

Other defects identified to the building within this report are of a general regular maintenance nature and can be attended to in due course. At this stage they are not of a structural concern.

## Officers Declaration

100%

All the components of the checklist have been completed



All issues identified have been noted or referred to the relevant team for consideration



### Signed



Matthew Fendler  
08.09.2022 13:06 ACST

### Position

Development Officer - Building

The information contained in this report is based on observations made by the Building Surveyor or agent of Adelaide Plains Council. The inspection undertaken does not necessarily detect all defects or any particular defect and Adelaide Plains Council gives no warranty as to building quality. Persons making decisions with financial or legal implications must not rely upon this inspection record for the purpose of determining whether any particular facts or circumstances exist and Adelaide Plains Council and its agents expressly disclaim responsibility for any loss or damage suffered as a result of placing reliance upon this information.

12/51

**Flagged items & Actions**

5 flagged, 6 actions

**Flagged items**

5 flagged, 0 actions

Title Page / Roof

**The roof covering requires repairs and/or maintenance**

Yes

Title Page

**There are signs of cracking noted**

Yes - Minor signs

Yes - Significant signs

Title Page

**The water flow and operation appears to be adequate**

No

Title Page

**Are there any notable issues apparent with the electricity or any electrical installations**

No



Photo 142

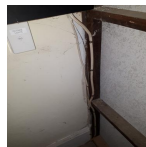


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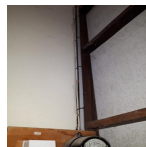


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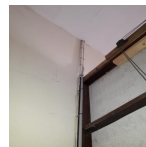


Photo 145

Title Page / Other Repairs and Maintenance

**Are there any other items noted during the inspection that require repairs and/or maintenance**

No

**Other actions**

6 actions

Title Page / Gutters

**The gutters require repairs and/or maintenance**

Yes

To Do | Assignee Matt Fendler | Priority Low | Due 10.03.2023 11:52 ACDT | Created by Matt Fendler

Minor silicone repair required to leaking join halfway along southern gutter

Title Page / Downpipes

**The downpipes require repairs and/or maintenance**

Yes

To Do | Assignee Kirk Daniel | Priority Low | Due 10.03.2023 11:54 ACDT | Created by Matt Fendler

Painting of pvc downpipes and fittings to extend lifespan

13/51

## Title Page

**The External walls require repairs and/or maintenance**

Yes

To Do | Assignee Mike Ravno | Priority High | Due 10.03.2023 12:03 ACDT | Created by Matt Fendler

Structural repairs to affected stonework and brickwork to link with footing assessment

## Title Page / Footings

**The footings require repairs and/or maintenance**

Yes

Complete | Assignee Mike Ravno | Priority High | Due 10.03.2023 12:06 ACDT | Created by Matt Fendler

Structural assessment and recommendations for repair methods required for the footings

## Title Page / External Windows/Doors

**The windows/Doors require repairs and/or maintenance**

Yes

To Do | Assignee Kirk Daniel | Priority Medium | Due 10.03.2023 12:08 ACDT | Created by Matt Fendler

Minor repairs and painting to external windows and doors required

## Title Page / Other Exterior Elements / Other Exterior Elements 1

**Repairs and maintenance response time**

M3 - 6 months to 2 years



Photo 53



Photo 54



Photo 55

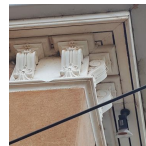


Photo 56

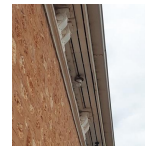


Photo 57



Photo 58



Photo 59

To Do | Assignee Matt Fendler | Priority Medium | Due 15.03.2023 12:10 ACDT | Created by Matt Fendler

Painting maintenance required to external timberwork

**Appendix**



Photo 1



Photo 2



Photo 3



Photo 4





Photo 5



Photo 6



Photo 7



Photo 8





Photo 9



Photo 10



Photo 11



Photo 12



Photo 13



Photo 14



Photo 15



Photo 16





Photo 17



Photo 18



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24





Photo 25



Photo 26



Photo 27



Photo 28



Photo 29



Photo 30



Photo 31



Photo 32





Photo 33



Photo 34



Photo 35



Photo 36





Photo 37



Photo 38



Photo 39



Photo 40



Photo 41



Photo 42



Photo 43



Photo 44





Photo 45



Photo 46



Photo 47



Photo 48



Photo 49



Photo 50



Photo 51



Photo 52



Photo 53



Photo 54



Photo 55



Photo 56





Photo 57



Photo 58



Photo 59



Photo 60



Photo 61



Photo 62



Photo 63



Photo 64





Photo 65



Photo 66



Photo 67



Photo 68



Photo 69



Photo 70



Photo 71



Photo 72





Photo 73



Photo 74



Photo 75



Photo 76



Photo 77



Photo 78



Photo 79



Photo 80





Photo 81



Photo 82



Photo 83



Photo 84



Photo 85



Photo 86



Photo 87



Photo 88



Photo 89



Photo 90



Photo 91



Photo 92





Photo 93



Photo 94



Photo 95

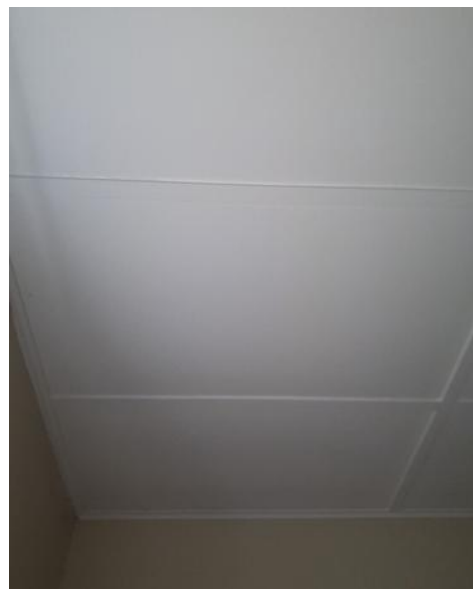


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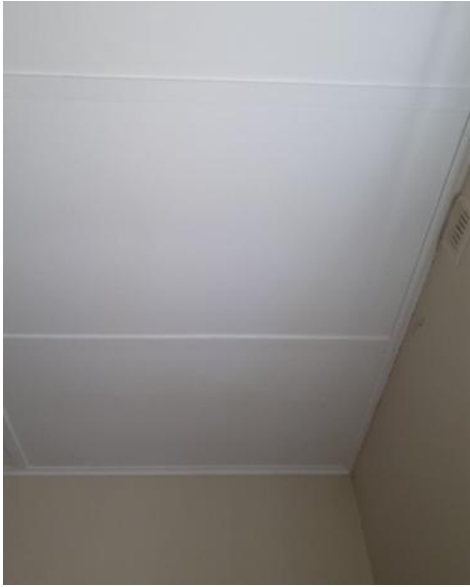


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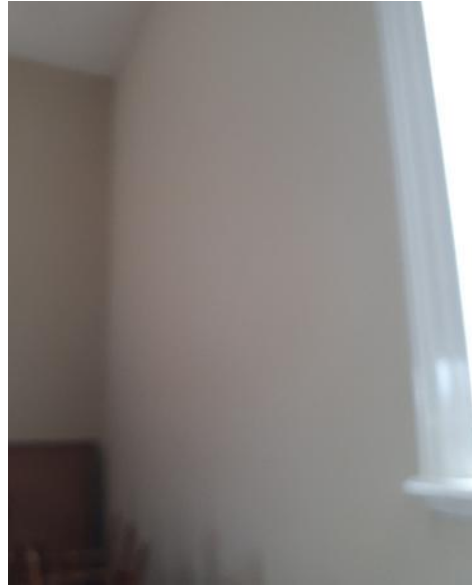


Photo 98



Photo 99



Photo 100



Photo 101

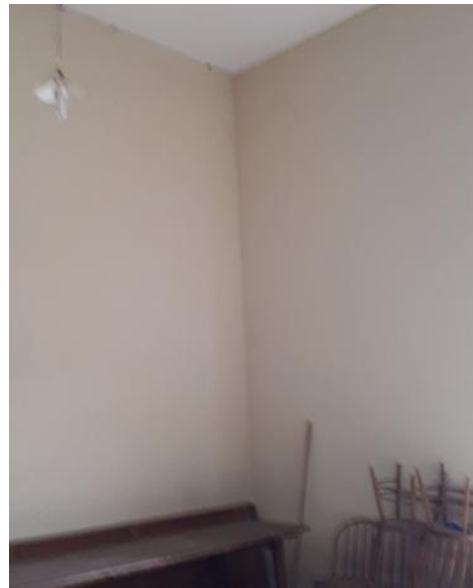


Photo 102

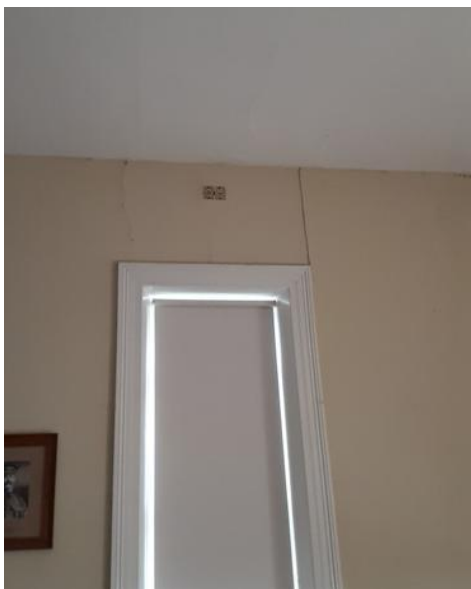


Photo 103



Photo 104

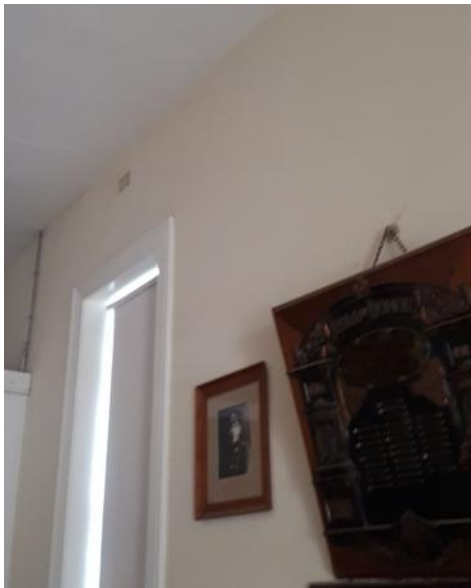


Photo 105



Photo 106



Photo 107



Photo 108



Photo 109



Photo 110



Photo 111



Photo 112

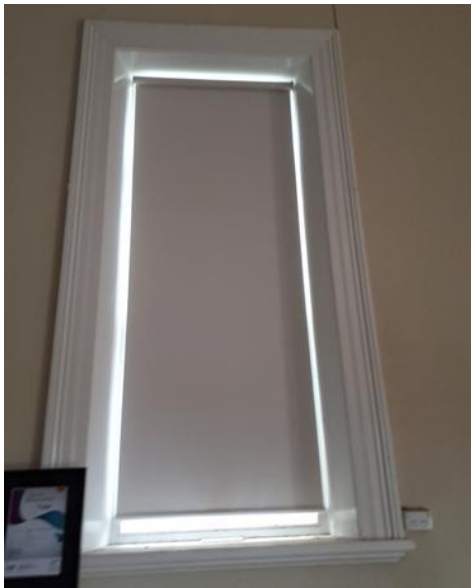


Photo 113

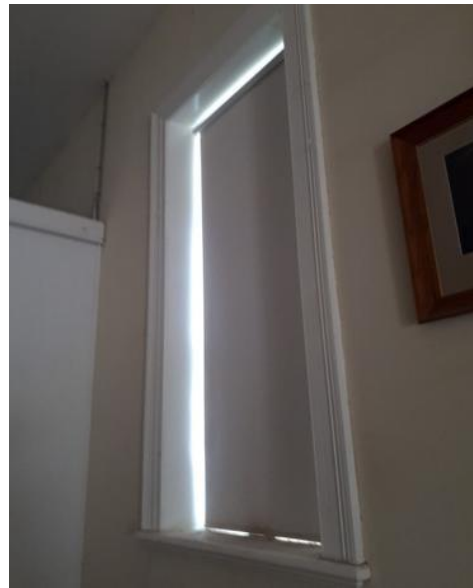


Photo 114



Photo 115

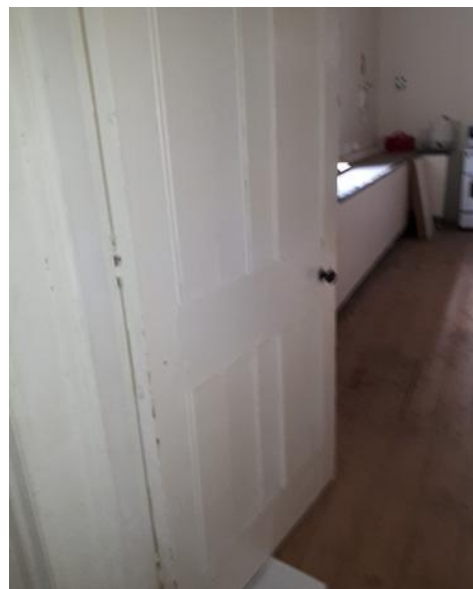


Photo 116



Photo 117

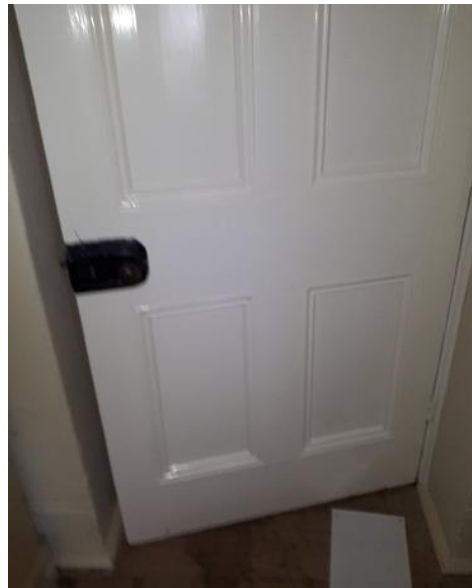


Photo 118



Photo 119



Photo 120





Photo 121



Photo 122



Photo 123



Photo 124



Photo 125



Photo 126



Photo 127



Photo 128



Photo 129



Photo 130



Photo 131



Photo 132





Photo 133



Photo 134



Photo 135



Photo 136



Photo 137



Photo 138



Photo 139



Photo 140





Photo 141



Photo 142



Photo 143



Photo 144



Photo 145



**15.6 LIBRARY AND COMMUNITY QUARTERLY REPORT - JULY TO SEPTEMBER 2023****Record Number:** D23/44079**Author:** Manager Library and Community**Authoriser:** Group Manager - Development and Community**Attachments:** Nil**RECOMMENDATION**

***“that Council, having considered Item 15.6—Library and Community Quarterly Report - July to September 2023, dated 23 October 2023, receives and notes the report.”***

**Purpose**

The purpose of this report is to provide an update about the various events and programs developed and implemented by the Library and Community Services team during the months of July to September 2023.

**Discussion**

Listed below are the events and programs that have been held between 1 July 2023 to 30 September 2023.

**Author Event/NAIDOC Week – Lea McInerney and Kara McEwen – 4 July 2023**

To celebrate NAIDOC Week 2023, the library staff hosted writer Lea McInerney and the late Vince Copley’s daughter Kara McEwen at the Two Wells Bowling Club. Twenty five guests enjoyed listening to the memories Lea and Kara shared about indigenous elder Vince Copley.



Above - Chris Pitcher, Lea McInerney, Tom Varcoe and Kara McEwen

Citizenship Ceremonies – 10 July 2023 and 18 September 2023

Mayor Wasley performed two citizenship ceremonies at the Two Wells Council Chambers. Australian Citizenship Day is officially celebrated each year on 17 September, which in 2023 fell on a Sunday. As per Council's *Citizenship Ceremony Policy*, when Australian Citizenship Day falls on a weekend the ceremony will be held on the next business day. This day is an opportunity for all Australians, whether by birth or by choice, to celebrate their Australian citizenship and reflect on the meaning and importance of Australian citizenship and the responsibilities and privileges it entails.



Above – Mayor Wasley with new Australian citizen Alan Dancy on 18 September 2023

July 2023 School Holiday Programs

'Let's travel' was the theme of the first school holiday activity held at the Two Wells Uniting Church on 11 July 2023. Thirty children had the opportunity to explore seven countries and associated craft projects including cherry blossom painting (Japan) and drawing King Tut and the Pyramids (Egypt).

On Wednesday morning, 19 July 2023, fifteen children enjoyed planting a range of native plants with Council's Coastal Conservation Officer and Library staff at the Tangari Reserve, Two Wells.

Below – One of the children at the planting activity



South Australian Living Artists (SALA) – August 2023

This year's SALA theme was '*Pattern of our lives*' which many of the 12 artists incorporated into their artwork being displayed at the Two Wells Library during the month of August. Over 40 pieces were exhibited, mainly from talented local residents.



Needlework pieces by Deanna Jarman



Pencil drawing by Lena Burghardt

Children's Book Week – 19 to 25 August 2023

The theme of Book Week 2023 was '*Read Grow Inspire*'. Library staff visited the Mallala Primary School and engaged with four class groups from preschool to years 2/3, totalling 105 students. Two books were read at each storytelling/craft session - '*The March of the Ants*' by Ursula Dubosarsky and '*The Bug Collector*' by Alex G Griffiths before the students made their own 'ants' out of spoons, pipe cleaners and googly eyes.

The Children's Book Council of Australia mission is "to connect, communicate, celebrate, and advocate for the value of stories" and Children's Book Week is its key annual highlight.

Adelaide Plains Library Facebook Page

The Library's Facebook page continues both to be informative and to promote our various events and services. Currently we have over 1,000 followers. Below are statistics collected from April to June 2021 through to July to September 2023 quarter.

**Table 1 – Library Facebook statistics (Monthly average in *ITALICS*)**

Library Facebook Activity	April – June 2021	July – Sept 2021	Oct – Dec 2021	Jan – Mar 2022	April – June 2022	July – Sept 2022	Oct – Dec 2022	Jan – Mar 2023	April – June 2023	July – Sept 2023
Total number of posts	110 <i>(37)</i>	130 <i>(43)</i>	103 <i>(34)</i>	107 <i>(36)</i>	101 <i>(34)</i>	114 <i>(38)</i>	115 <i>(38)</i>	129 <i>(43)</i>	102 <i>(34)</i>	104 <i>(35)</i>
Total post views	25,846 <i>8,615</i>	86,944 <i>28,944</i>	19,332 <i>6,444</i>	28,812 <i>9,604</i>	22,661 <i>7,554</i>	29,460 <i>9,820</i>	28,880 <i>9,627</i>	52,209 <i>17,403</i>	27,885 <i>9,285</i>	24,465 <i>8,155</i>

Below and on the following page are two recent popular posts.







During the last three months of 2023 staff will be working on the following events and services, which will be reported in detail in the next Library and Community Services Quarterly Report (January to March 2023).

- Australia Day Citizen of the Year Awards 2024

Nominations for these annual awards are now open and applications need to be received at the Council Office (or alternatively emailed to the Australia Day Council) by Friday 17th November 2023. Nomination forms are available at the Council Offices and Two Wells Library, or can be downloaded from the Council website. The Manager Library and Community has also emailed all community groups to advise them of the Australia Day Council awards for them to consider nominating worthy candidates and/or projects.

There are five categories – Citizen of the Year, Young Citizen of the Year, Community Event of the Year, Community Project of the Year and Community Group of the Year. (The latter two award categories are specific to Adelaide Plains Council.) A confidential report will be tabled at the December 2023 Ordinary Council meeting for members to review the merits of the submitted applicants and determine the various Award winners.



Above – Citizen of the Year Awards flyer

Author event – Michelle Prak – 31 October 2023

Michelle Prak's debut thriller novel *'The Rush'* was published in May 2023, and as to be expected it is full of unexpected twists and also delves in to the contemporary theme of climate change. She will be the library's guest speaker on Tuesday, 31 October 2023 at the Two Wells Bowling Club.



Above – Michelle Prak flyer

- Summer Reading Club 2023

Once again, the Library service will participate in the national Summer Reading Club program which aims to encourage children and young people, up to 17 years of age to enjoy reading, as well as patronising their local library. 'Starter' packs will be available at both libraries from early December 2023, and children will need to complete and submit their logbook listing a minimum of ten books of their choice they have read during the December/January school holidays in order to be eligible to win a book prize and receive an invitation to the Summer Reading Club party.



Above – Summer Reading Club flyer

- Australia Day 2024 event

Mayor Wasley will recognise the winners of the Australia Day Citizen of the Year Awards at the Dublin Cricket Club on Friday morning, 26 January 2024. Following a cooked breakfast being served from 8.00 am, the formalities will commence at 9.00 am.

### **Conclusion**

This Report is provided as a standing update on a quarterly basis for Council's information.

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### **References**

#### Legislation

*Local Government Act (SA) 1999*

*Libraries Act 1982*

#### Council Policies/Plans

*Strategic Plan 2021-2024*



**15.7 CAPITAL WORKS AND OPERATING PROGRAM MONTHLY UPDATE - OCTOBER 2023****Record Number:** D23/45266**Author:** Director Infrastructure and Environment**Authoriser:** Chief Executive Officer

**Attachments:**

1. Capital Projects 2023 - 2024 [↓](#) 
2. Operating Projects 2023-2024 [↓](#) 
3. Local Government Partnership Program Projects [↓](#) 

**RECOMMENDATION**

**“that Council, having considered Item 15.7 – *Capital Works and Operating Program Monthly Update - October 2023*, dated 23 October 2023, receives and notes the report.”**

**Purpose**

The purpose of this report is to provide an update in relation to the status of the Infrastructure and Environment Department 2023-2024 Capital Works and Operating Program, for Council Members' information and monitoring.

**Background**

Council has adopted a significant Capital Works and Operating Program for delivery in 2023-24 totalling \$6.9 million, with an additional \$4.4million allocated to Local Government Partnership Program and Two Wells Levee 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 2023-2024 Capital projects, and **Attachment 2** provides a list and status of the 2023-2024 Operating projects.

Additionally, **Attachment 3** 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.

**Discussion****Re-Sheeting Program**

Council's re-sheeting program is progressing as scheduled. Bakers Road, Harris Road and Schlodder Road are completed and North Parham, Gallipoli Road, and Germantown Road are currently underway.

### Civil

The civil team is currently carrying out maintenance activities such as sealed road maintenance, illegal dumping clean-up and actioning customer requests. Additionally, patrol grading is occurring on category 4-6 roads to provide access for the upcoming harvest.

### Open Space and Environment

The Open Space and Environment team is currently carrying out vegetation clearance along program re-sheeting roads, vegetation clearance along unsealed road network and also carrying out routine maintenance activities within parks, gardens and oval precincts. Council's slashing and spraying program is progressing as scheduled.

### **Conclusion**

This report is provided as a standing monthly update for Council's information.

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### **References**

#### Legislation

*Local Government Act 1999*

#### Council Policies/Plans

*Strategic Plan 2021-2024*

*Long Term Financial Plan 2024-2033*

*Infrastructure and Asset Management Plans*

*Annual Business Plan and Budget 2023-2024*

*Public Consultation Policy*

## CAPITAL PROJECT PROGRESS REPORT 2023-2024 - OCTOBER 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
72908	Sealed Road - Dublin Road - Hill Road to Earl Road - Pavement Rehabilitation	80,000	-	80,000	No	Jan-24	Jun-24		
72909	Sealed Road - Bailey Road East - Old Port Wakefield Road to End	91,000	-	91,000	No	Jan-24	Jun-24		
72910	Sealed Road - Baker Road – Gawler River Road to River	87,000	-	87,000	No	Jan-24	Jun-24		
72911	Sealed Road - Boundary Road - Hayman Road to Dawkins Road	65,000	-	65,000	No	Jan-24	Jun-24		
72912	Sealed Road - Garden Avenue - Artesian Road to Southern End	85,000	-	85,000	No	Jan-24	Jun-24		
72913	Sealed Road - Germantown Road – Gawler Road to Dawkins	142,000	-	142,000	No	Jan-24	Jun-24		
72914	Sealed Road - Jenkin Court - Butler Road to End	77,000	-	77,000	No	Jan-24	Jun-24		
72915	Sealed Road - Seventh Street – South Terrance to Fifth Street	69,000	-	69,000	No	Jan-24	Jun-24		
72916	Sealed Road - Third Street (Dublin) - Sixth Street to End of Seal	23,000	-	23,000	No	Jan-24	Jun-24		
72917	Sealed Road - Williams Road – Dawkins Road to Hayman Road	82,000	-	82,000	No	Jan-24	Jun-24		
72940	Sealed Road - Two Wells Mainstreet - Pedestrian Refuges/Crossing	195,000	482	194,518	No	Jan-24	Jun-24		
72903	Sealed Road - Longview Road and Gameau Road - Traffic calming devices	60,000	-	60,000	No	Jan-24	Jun-24		
72941	Sealed Road - Pram Ramp renewal to DDA compliant	10,000	5,854	4,146	No	Jan-24	Jun-24		
72906	Street Lighting - Two Wells Main Street	330,000	26,982	303,018	Yes	Jul-23	Jun-24		5%
72918	Streetscape - Irish Street - Butler Street to Redbanks Road	31,000	4,364	26,636	No	Nov-23	Apr-24		
72919	Streetscape - Rowe Crescent - Drew Street to Applebee Road	16,000	4,000	12,000	No	Nov-23	Apr-24		
72920	Streetscape - Chivell Street - Mary Street to End	38,000	-	38,000	No	Nov-23	Apr-24		
72921	Streetscape - Tangari Reserve - Footpath	24,000	-	24,000	No	Nov-23	Apr-24		
72922	Resheet - Bakers Road - Slant Road to Ridley Road	104,000	38,850	65,150	Yes	Sep-23	Oct-23		100%
72923	Resheet - Gallipoli Road - Curnow Road to Jarmyn Road	78,000	2,220	75,780	No	Oct-23	Nov-23		30%
72924	Resheet - Germantown Road - Verner Road to Seal	134,000	1,895	132,105	No	Jan-24	Feb-24		20%
72925	Resheet - Harris Road - Schlodder Road to Bubner Road	19,000	9,666	9,334	Yes	Sep-23	Oct-23		100%
72926	Resheet - Hart Road - Port Wakefield Road to Smith Road	140,000	-	140,000	No	Sep-23	Jun-24		
72927	Resheet - North Parham Road - Lowey Road to Gilberts Road	75,000	6,609	68,391	Yes	Oct-23	Nov-23		50%
72928	Resheet - Owen Road - March Road to Woods Road	121,000	77	120,923	No	Nov-23	Dec-23		
72929	Resheet - Paddys Bridge Road - Mallala - Two Wells Road to Germantown Road	287,000	154	286,846	No	Feb-24	Mar-24		
72930	Resheet - Schlodder Road - Clonan Road to Schutt Road	39,000	12,092	26,908	Yes	Oct-23	Oct-23		100%
72931	Resheet - Wasleys Road - Cheek Road to Woolsheds Road	263,000	8,648	254,352	No	Mar-24	Jun-24		
72862	Kerbing - Balaklava Road - Lisieux Street to Aerodrome Road	240,000	-	240,000	No	Jan-24	Jun-24		
72932	Site Improvements - Renew Street & Reserves/Parks Furniture Program	20,000	13,788	6,212	No	Mar-24	May-24		
72935	Site Improvements - New/Upgrade Street & Reserves/Parks Furniture Program	20,000	5,354	14,646	No	Mar-24	May-24		
72933	Site Improvements - Site Improvements Renewal	200,000	6,753	193,247	No	Oct-23	Mar-24		
72934	Site Improvements - Fuel supply upgrade	45,000	34,627	10,373	Yes	Sep-23	Oct-23		40%
72936	Site Improvements - Streetscape and WSUD	50,000	-	50,000	No	Jan-24	Jun-24		
72937	Site Improvements - Lewiston Dog Park Shelters	20,000	15,460	4,540	No	Mar-24	May-24		
72942	Site Improvements - Dublin Oval - Toilet Block	70,000	40,070	29,930	Yes	Apr-24	Jun-24		10%
72852	Site Improvements - Various locations - Signage - wayfinding and information	35,000	-	35,000	No	Jan-24	Jun-24		
72888	Site Improvements - Council Boundary Signs - Allocation	60,000	-	60,000	No	Jan-24	Jun-24		
72889	Site Improvements - Stage 1 - Hart Reserve Masterplan - Implementation	70,000	95,601	(25,601)	Yes	Sep-23	Feb-24		50%
72900	Wasleys Bridge - Repairs	200,000	229	199,771	No	Jul-23	Jun-24		

72938	CWMS - Mallala - Replacement of Property Pumps	15,000	5,494	9,506	No	Apr-24	Apr-24		
72939	Stormwater - Mallala Oval stormwater and road upgrade	60,000	-	60,000	No	Nov-23	Apr-24		
72899	Stormwater - Middle Beach - Tidal Drainage System	15,000	27	14,973	No	Jul-23	Dec-23		
80072	Two Wells Township Levee	2,020,000	65,222	1,954,778	No	Oct-23	Jun-24		
75100	Plant and Equipment Program	1,078,000	920,153	157,847	Yes	Sep-23	Mar-24		60%
		6,983,000	1,324,671	5,658,329					

## OPERATING PROJECT PROGRESS REPORT 2023-2024 - OCTOBER 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
80020	Installation of single lane roundabout	500,000	-	500,000	Yes	Sep-23	Oct-23	Yes	100%
80084	Donaldson Road - Design (Reserve corridor)	10,000	-	10,000	No	Nov-23	Jun-24		
80098	Community Waste Education	15,000	-	15,000	No	Nov-23	Feb-24		
33000/820	Implement Regional/Council DAIP Initiatives	15,000	-	15,000	No	Nov-23	Jun-24		
80100	Coastal adaptation study review	60,000	-	60,000	No	Nov-23	Jun-24		
80103	Undergrounding of Power Lines in Two Wells	1,320,902	1,011	1,319,891	Yes	Sep-23	Jun-24		30%
80059	Establish Horse Floating Park Area	50,000	-	50,000	No	Oct-23	Dec-23		
80104	Street/Verge Tree Planting	30,000	-	30,000	No	Apr-24	Apr-24		
80107	Donaldson Road - WSUD and Open Space Elements	10,000	-	10,000	No	Nov-23	Jun-24		
80110	TW CWMS - Concept Design	155,000	-	155,000	No	Nov-23	Jun-24		
80111	LRCIP Round 4 (Part B)	199,268	-	199,268	No	Nov-23	Jun-24		
		<u>2,365,170</u>	<u>1,011</u>	<u>2,364,159</u>					

## LOCAL GOVERNMENT INFRASTRUCTURE PARTNERSHIP PROGRAM (DUE BY 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
72809	Middle Beach Road (End of Seal to Start of Seal)	2,390,000	2,140,887	249,113	Yes	Mar-23	Dec-23	No	90%
		<u>2,390,000</u>	<u>2,140,887</u>	<u>249,113</u>					

**15.8 SALT CREEK REMEDIATION****Record Number: D23/45840****Author: Director Infrastructure and Environment****Authoriser: Chief Executive Officer****Attachments: Nil****OVERVIEW****RECOMMENDATION**

**“that Council, having considered Item 15.8 – *Salt Creek Remediation*, dated 23 October 2023, receives and notes the report.”**

**Purpose**

The purpose of this report is to provide Council Members with an overview of actions that Management has undertaken with regards to the Salt Creek remediation project.

**Background**

Council, at its Ordinary Meeting on 25 February 2019 resolved as follows:

**RESOLUTION 219/073****Moved: Councillor Lush****Seconded: Councillor Strudwicke**

**“that Council, having considered Item 14.10 – *Salt Creek Remediation Working Party*, dated 25 February 2019, receives and notes the report and in doing so:-**

- 1. Acknowledges that the Salt Creek Remediation Working Party is not a Section 41 Committee of Council; and**
- 2. Resolves to further consider the Middle Beach boat ramp and dredging projects via Council’s Infrastructure & Environment Committee.”**

**CARRIED**

Since February 2019 Management have presented Salt Creek remediation reports to the following meetings of the Infrastructure and Environment Committee;

- 13 March 2019
- 16 September 2019, and
- 15 June 2021

Further to the above, Mr John Drexel, representative of Friends of Middle Beach Inc, Two Wells Reginal Action Team Inc and Coalition of Coastal Communities Inc gave a 29-minute presentation to the 17 August 2023 Infrastructure and Environment Committee, in relation to the remediation of Salt Creek and associated issues, including taking questions of Members.



Council, at its Ordinary Meeting on 28 August 2023 resolved as follows:

**RESOLUTION 2023/235**

**Moved: Councillor Lush**

**Seconded: Councillor Keen**

**“that Council endorses resolution 2023/016 of the Infrastructure and Environment Committee and in doing so instructs the Chief Executive Officer to bring back a report to Council in relation to setting up a working party/reporting structure that focuses on Salt Creek remediation and other associated infrastructure matters.”**

**CARRIED**

**Discussion**

Following the above resolution of Council in August 2023, the Chief Executive Officer has discussed matters relating to a potential working party with Mr John Drexel. Management is now developing a draft terms of reference together with membership composition for a Salt Creek remediation working party.

**Conclusion**

This report has presented for Council Members information and a further report will be presented to Council upon the terms of reference being developed.

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**References**

Legislation

*Local Government Act 1999*

Council Policies/Plans

*Infrastructure and Asset Management Plan*

*Long Term Financial Plan*

**15.9 ILLEGAL DUMPING****Record Number:** D23/46032**Author:** Director Infrastructure and Environment**Authoriser:** Chief Executive Officer**Attachments:** Nil**OVERVIEW****RECOMMENDATION**

**“that Council, having considered Item 15.9 – *Illegal Dumping*, dated 23 October 2023, receives and notes the report.”**

**Purpose**

The purpose of this report is to provide Council Members information in relation to illegal dumping within Adelaide Plains Council.

**Background**

The *Local Nuisance and Litter Control Act 2016* provides a strong focus on managing littering and illegal dumping across South Australia. The definition of litter is broad and you must not dispose of any general or hazardous litter onto land or into any waters without permission.

- General litter can be defined as any solid or liquid domestic or commercial waste. This list is extensive and includes materials such as; cigarettes or cigarette butts, chewing gum, food scraps, vegetation, soil, food and beverage containers, clothing, furniture, dead or diseased animals, vehicles or vehicle parts, machinery, landscaping materials, building or construction material, waste or equipment.
- Hazardous litter includes asbestos, live cigarettes and cigarette butts, used syringes and waste glass.

The expiation fees for illegally disposing of litter are significant and range from \$210 for small items up to \$1000 for amounts of over 50 Litres in size. Maximum penalties can range up to \$120,000 for an individual or up to \$250,000 for a body corporate if set before the courts.

## Discussion

Illegal dumping is an ongoing issue for Council and has a significant financial impact. The following table outlines the cost associated with the clean up and disposal of illegal dumping;

Financial Year	Cost to Clean up and Dispose
2019	\$128,766
2020	\$89,409
2021	\$74,284
2022	\$81,105
2023	\$122,419

Addressing illegal dumping and supporting safe and sustainable waste management practices for the region is a focus, with Management working to introduce new strategies to combat illegal dumping including the use of portable cameras, regular surveillance trips and other methods.

The following table outlines the frequency of the most common types of illegal dumping;

Frequency	Type	Comment
High	Tyres	Large volumes e.g. An average of 50-100 tyres per instance. At an average disposal cost of \$10 per tyre each.
High	Commercial waste	Predominantly within the Southern portion of Council area.
High	General waste	Throughout the Council area on the unsealed network.
Medium	Asbestos	Expensive to remove utilising qualified contractor. Average \$3,000 per instance.

## Conclusion

This report is provided for Members' information. Management is continually investigating options to improve safe and sustainable waste management practices and reduce the financial impact of illegal dumping.

## References

### Legislation

*Local Government Act 1999*

*Local Nuisance and Litter Control Act 2016*

**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 TWO WELLS TOWN CENTRE DEVELOPMENT - LAND FACILITATION AGREEMENT (TERM SHEET) BETWEEN PREFERRED PROPONENT AND ADELAIDE PLAINS COUNCIL**

**RECOMMENDATION**

**“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, Director Corporate Services, Director Finance, Director Infrastructure and Environment, Director Growth and Investment, Group Manager Development and Community, Manager Governance, Ms Yari McCall Special Counsel, Norman Waterhouse Lawyers, Mr Ben Koop, Principal, Alinea Group, Executive Assistant to the Chief Executive Officer and Mayor/Minute Taker, Information Technology Officer, Administration Support Officer Infrastructure and Environment be excluded from attendance at the meeting of Council for Item 21.1 *Two Wells Town Centre Development - Land Facilitation Agreement (Term Sheet) between Preferred Proponent and Adelaide Plains Council*;**
- 2. Council is satisfied that pursuant to section 90(3)(b) of the *Local Government Act 1999*, Item 21.1 *Two Wells Town Centre Development - Land Facilitation Agreement (Term Sheet) between Preferred Proponent and Adelaide Plains Council* concerns information of a confidential nature, the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and**
- 3. Council is satisfied of 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.”**

**RECOMMENDATION**

**“that Council, having considered the matter of Item 21.1 *Two Wells Town Centre Development - Land Facilitation Agreement (Term Sheet) between Preferred Proponent and Adelaide Plains Council* in confidence under section 90(2) and 90(3)(b) of the *Local Government Act 1999*, resolves that:-**

- 1. Pursuant to section 91(7), the report, Attachment 1 pertaining to Item 21.1 *Two Wells Town Centre Development - Land Facilitation Agreement (Term Sheet) between Preferred Proponent and Adelaide Plains Council*, remain confidential and not available for public inspection until further order of the Council except such disclosure as the Chief Executive Officer determines necessary or appropriate for the purpose of furthering the discussions or actions contemplated;**
- 2. Pursuant to section 91(9)(a) of the *Local Government Act 1999*, the confidentiality of the matter will be reviewed every twelve (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.”**

**1.**



**21.2 TWO WELLS WEST LAND DEVELOPMENT PROPOSAL**

**RECOMMENDATION**

**“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, Director Corporate Services, Director Finance, Director Infrastructure and Environment, Director Growth and Investment, Group Manager Development and Community, Manager Governance, Executive Assistant to the Chief Executive Officer and Mayor/Minute Taker, Information Technology Officer, Administration Support Officer Infrastructure and Environment be excluded from attendance at the meeting of Council for Item *21.2 Two Wells West Land Development Proposal*;**
- 2. Council is satisfied that pursuant to section 90(3)(d) of the *Local Government Act 1999*, Item *21.2 Two Wells West Land Development Proposal* concerns information of a confidential nature (not being a trade secret), the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party.; and**
- 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.”**

**RECOMMENDATION**

**“that Council, having considered the matter of Item 21.2 *Two Wells West Land Development Proposal* in confidence under section 90(2) and 90(3)(d) of the *Local Government Act 1999*, resolves that:-**

- 1. Pursuant to section 91(7), the report, Attachment 1 and the minutes pertaining to Item 21.2 *Two Wells West Land Development Proposal*, remain confidential and not available public inspection until further order of the Council except such disclosure as the Chief Executive Officer determines necessary or appropriate for the purpose of furthering the discussions or actions contemplated;**
- 2. Pursuant to section 91(9)(a) of the *Local Government Act 1999*, the confidentiality of the matter will be reviewed every (twelve) 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.”**

## **22 CLOSURE**