



NOTICE

of

STRATEGY AND SERVICES COMMITTEE MEETING

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

TO BE HELD IN

**COUNCIL CHAMBERS
PLAYFORD CIVIC CENTRE
10 PLAYFORD BOULEVARD, ELIZABETH**

MEMBERS MAY PARTICIPATE BY ELECTRONIC MEANS

ON

TUESDAY, 10 FEBRUARY 2026 AT 7:00 PM

THIS MEETING WILL ALSO BE VIEWABLE AT
<https://www.youtube.com/user/CityOfPlayford>

A handwritten signature in blue ink that appears to read 'Sam Green'.

**SAM GREEN
CHIEF EXECUTIVE OFFICER**

Issue Date: Thursday, 5 February 2026

MEMBERSHIP

CR REBECCA VANDEPEEAR – PRESIDING MEMBER

Cr Akram Arifi

Cr Marilyn Baker

Cr Zahra Bayani

Cr Andrew Craig

Mayor Glenn Docherty

Cr Shirley Halls

Cr Chantelle Karlsen

Cr David Kerrison

Cr Clint Marsh

Cr Misty Norris

Cr Jane Onuzans

Cr Peter Rentoulis

Cr Gay Smallwood-Smith

Cr Tanya Smiljanic

**City of Playford
Strategy and Services Committee Meeting**

AGENDA

TUESDAY, 10 FEBRUARY 2026 AT 7:00 PM

1 ATTENDANCE RECORD

- 1.1 Present
- 1.2 Apologies
- 1.3 Not Present

2 CONFIRMATION OF MINUTES

RECOMMENDATION

The Minutes of the Strategy and Services Committee Meeting held 9 December 2025 be confirmed as a true and accurate record of proceedings.

3 DECLARATIONS OF INTEREST

4 DEPUTATION / REPRESENTATIONS

Nil

5 STAFF REPORTS

Matters to be considered by the Committee and referred to Council

Matters which cannot be delegated to a Committee or Staff

5.1	Amendment to Delegations Register (Attachments).....	6
	<i>Matters which can be delegated to a Committee or Staff but the Council has decided not to delegate them</i>	
5.2	Community Support and Grant Program - 2025/26 Building Spaces Support - Original Kalara Reserve Clubrooms (Attachments)	59

6 INFORMAL DISCUSSION

Nil

7 INFORMAL ACTIONS

8 CONFIDENTIAL MATTERS**INFORMAL DISCUSSION**

8.1	Repurposing Assets Update	86
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9 CLOSURE

STAFF REPORTS

MATTERS TO BE CONSIDERED BY THE COMMITTEE AND REFERRED TO COUNCIL

***Matters which cannot be
delegated to a Committee or Staff***

5.1 AMENDMENT TO DELEGATIONS REGISTER

Responsible Executive Manager : Sam Green

Report Author : Skye Burbidge

Delegated Authority : Matters which cannot be delegated to a Committee or Staff

Attachments :

- 1. [Disability Inclusion Act 2018](#)
- 2. [Dog and Cat Management Act 1995](#)
- 3. [Expiation of Offences Act 1996](#)
- 4. [Local Government Act 1999](#)
- 5. [Instrument A - Instrument of Delegation under the Planning Development and Infrastructure Act 2016](#)
- 6. [Instrument B - Instrument of Delegation under the Planning Development and Infrastructure Act 2016](#)

PURPOSE

To provide Council with an opportunity to review new delegations and updates to existing delegations to ensure they align with legislative amendments and requirements under relevant Acts and regulations.

STAFF RECOMMENDATION

The Council makes the following amendments to its Delegations Register:

1. Delegations made under the *Disability Inclusion Act 2018*, *Dog and Cat Management Act 1995*, *Expiation of Offences Act 1996*, and the *Local Government Act 1999* (the Act).
 - 1.1. In accordance with Section 44(1) of the Act, Council endorse the following variations to Council's delegations made to the person occupying the position of Chief Executive Officer:
 - *Disability Inclusion Act 2018* (Attachment 1)
 - *Dog and Cat Management Act 1995* (Attachment 2)
 - *Expiation of Offences Act 1996* (Attachment 3)
 - *Local Government Act 1999* (Attachment 4)

In exercise of the power contained in Section 44 of the Act, the powers and functions under the above Acts and specified in Attachments 1, 2, 3 and 4 of the report titled Amendment to Delegations Register are hereby delegated on this day, 24 February 2026, to the person occupying the position of Chief Executive Officer, (or person(s) 'acting' in the above mentioned position) except where otherwise indicated herein or within Attachments 1, 2, 3 and 4, subject to the conditions and/or limitations specified herein or within Attachments 1, 2, 3 and 4.

- 1.2. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44(4)(b) and 101 of the Act as the Chief Executive Officer sees fit, unless otherwise indicated herein or in Attachments 1, 2, 3, and 4.

2. Delegations made under the *Planning, Development and Infrastructure Act 2016*.

2.1. In exercise of the power contained in Section 100 of the *Planning, Development and Infrastructure Act 2016* the powers and functions under the *Planning, Development and Infrastructure Act 2016* and specified in Attachments 5 and 6 of the report titled Amendment to Delegations Register are hereby delegated on this day, 24 February 2026, to the person occupying the position of Chief Executive Officer, (or person(s) 'acting' in the above mentioned position) except where otherwise indicated herein or within Attachments 5 and 6, subject to the conditions and/or limitations specified herein or within Attachments 5 and 6.

- Instrument A – Instrument of Delegation under the *Planning, Development and Infrastructure Act 2016* (Attachment 5)
- Instrument B – Instrument of Delegation under the *Planning, Development and Infrastructure Act 2016* (Attachment 6)

2.2. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Section 100(2)(c) of the *Planning, Development and Infrastructure Act 2016* as the Chief Executive Officer sees fit, unless otherwise indicated herein or within Attachments 5 and 6.

2.3. That the Instruments of Delegation marked Attachments 5 and 6 be included in the Delegations Register.

EXECUTIVE SUMMARY

Quarterly amendments to the delegations provided for in the relevant Acts applicable to Local Government are released through the Local Government Association (LGA). The attachments provided are the latest amendments received from the LGA.

A review of delegations is required to be undertaken by Council in accordance with Section 44(6a) of the Act where there have been changes to relevant legislation. Amendments to the Delegations Register cannot be delegated to the Chief Executive Officer (CEO).

1. BACKGROUND

Councils delegate their powers and functions under Section 44 of the Act to enable nominated positions to act on behalf of Council in relation to the specific matters delegated. Delegating powers facilitates the effective and efficient day to day operations and decision-making processes of the Council. Delegations do not remove the power of the Council as an elected (and governing) body to make decisions on the matters they choose to delegate.

While Council may choose to review its delegations at any time, from time-to-time legislation upon which Council's delegations are based on may change. In turn, this requires Council to review its relevant delegations. This report covers the latest amendments that have been released through the LGA since the previous review of delegations in July 2025.

2. RELEVANCE TO STRATEGIC PLAN

Decision-making filter: We will ensure we meet our legislative requirements and legal obligations.

The review and amendment of Council's Delegations Register will ensure the effective management of delegations and authorisations ensuring legislative compliance.

3. PUBLIC CONSULTATION

There is no requirement to consult the public on this matter.

4. DISCUSSION

The amendments affect a number of Acts but are generally minor in impact, further information for each Act is as follows:

4.1 *Disability Inclusion Act 2018* (Attachment 1)

This Act has three (3) new provisions added to Section 18(3) which relate to allowing the delegated persons to review, vary and publish the varied Disability Access and Inclusion Plan.

4.2 *Dog and Cat Management Act 1995* (Attachment 2)

Contains four (4) changed provisions. Three (3) of these provisions are changes to Section 26 numbering. The fourth provision is a spelling correction to the word 'expiation' in Section 88A(4).

4.3 *Expiation of Offences Act 1996* (Attachment 3)

Has one (1) new provision added to Section 6(3)(b)(ii) to authorise a person in writing to give expiation notices.

4.4 *Local Government Act 1999* (Attachment 4)

Has one (1) new provision under Section 178(7) and three (3) changed provisions under Sections 184 and Section 210.

4.5 Instrument A – Instrument of Delegation under the *Planning, Development and Infrastructure Act 2016* (Attachment 5)

Instrument A delegations have 15 new provisions and 54 changed provisions. The changed provisions are mainly minor grammatical and numerical changes with the new provisions as follows:

- State Planning Commission Direction Clause 1(2) – Swimming pool safety inspections
- Clause 6(1) – Section 91 – Eight (8) new clauses which speak to Proposal to Initiate
- State Planning Commission Practice Direction 2 Clause 8(1) – Publication Instructions
- State Planning Commission Practice Direction 2 Clause 11.2 Section 96 – The Draft Amendment

- Section r88 of the *Planning, Development and Infrastructure General Regulations 2017* – Division of land by community title or strata title has four (4) new provisions.

4.6 Instrument B – Instrument of Delegation under the *Planning, Development and Infrastructure Act 2016* (Attachment 6)

Instrument B delegations have two (2) new provisions which affect the Regulations and the State Planning Commission Practice Direction 12 – Conditions. There is one (1) changed provision under Section 7.

5. OPTIONS

Recommendation

The Council makes the following amendments to its Delegations Register:

1. Delegations made under the *Disability Inclusion Act 2018*, *Dog and Cat Management Act 1995*, *Expiation of Offences Act 1996*, and the *Local Government Act 1999* (the Act).

- 1.1. In accordance with Section 44(1) of the Act, Council endorse the following variations to Council's delegations made to the person occupying the position of Chief Executive Officer:

- *Disability Inclusion Act 2018* (Attachment 1)
- *Dog and Cat Management Act 1995* (Attachment 2)
- *Expiation of Offences Act 1996* (Attachment 3)
- *Local Government Act 1999* (Attachment 4)

In exercise of the power contained in Section 44 of the Act, the powers and functions under the above Acts and specified in Attachments 1, 2, 3 and 4 of the report titled Amendment to Delegations Register are hereby delegated on this day, 24 February 2026, to the person occupying the position of Chief Executive Officer, (or person(s) 'acting' in the above mentioned position) except where otherwise indicated herein or within Attachments 1, 2, 3 and 4, subject to the conditions and/or limitations specified herein or within Attachments 1, 2, 3 and 4.

- 1.2. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44(4)(b) and 101 of the Act as the Chief Executive Officer sees fit, unless otherwise indicated herein or in Attachments 1, 2, 3, and 4.
2. Delegations made under the *Planning, Development and Infrastructure Act 2016*.

- 2.1. In exercise of the power contained in Section 100 of the *Planning, Development and Infrastructure Act 2016* the powers and functions under the *Planning, Development and Infrastructure Act 2016* and specified in Attachments 5 and 6 of the report titled Amendment to Delegations Register are hereby delegated on this day, 24 February 2026, to the person occupying the position of Chief Executive Officer, (or person(s) 'acting' in the above mentioned position) except where otherwise indicated herein or within Attachments 5 and 6, subject to the conditions and/or limitations specified herein or within Attachments 5 and 6.
 - Instrument A – Instrument of Delegation under the *Planning, Development and Infrastructure Act 2016* (Attachment 5)

- Instrument B – Instrument of Delegation under the *Planning, Development and Infrastructure Act 2016* (Attachment 6)
- 2.2. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Section 100(2)(c) of the *Planning, Development and Infrastructure Act 2016* as the Chief Executive Officer sees fit, unless otherwise indicated herein or within Attachments 5 and 6.
- 2.3. That the Instruments of Delegation marked Attachments 5 and 6 be included in the Delegations Register.

Option 2

The Council makes the following amendments to its Delegations Register:

1. Delegations made under the *Disability Inclusion Act 2018*, *Dog and Cat Management Act 1995*, *Expiation of Offences Act 1996*, and the *Local Government Act 1999* (the Act).
 - 1.1. In accordance with Section 44(1) of the Act, Council endorse the following variations to Council's delegations made to the person occupying the position of Chief Executive Officer with the following amendments:
 - *Disability Inclusion Act 2018* (Attachment 1):
 - _____
 - _____
 - _____
 - *Dog and Cat Management Act 1995* (Attachment 2)
 - _____
 - _____
 - _____
 - *Expiation of Offences Act 1996* (Attachment 3)
 - _____
 - _____
 - _____
 - *Local Government Act 1999* (Attachment 4)
 - _____
 - _____
 - _____

In exercise of the power contained in Section 44 of the Act, the powers and functions under the above Acts as amended and as specified in Attachments 1, 2, 3 and 4 of the report titled Amendment to Delegations Register are hereby delegated on this day, 24 February 2026, to the person occupying the position of Chief Executive Officer, (or person(s) 'acting' in the above mentioned position) except where otherwise indicated herein or within Attachments 1, 2, 3 and 4, subject to the conditions and/or limitations specified herein or within Attachments 1, 2, 3 and 4.

- 1.2. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44(4)(b) and 101 of the Act as the Chief Executive Officer sees fit, unless otherwise indicated herein or in Attachments 1, 2, 3, and 4.
2. Delegations made under the *Planning, Development and Infrastructure Act 2016*.
 - 2.1. In exercise of the power contained in Section 100 of the *Planning, Development and Infrastructure Act 2016* the powers and functions under the *Planning, Development and Infrastructure Act 2016* and specified in Attachments 5 and 6 of the report titled Amendment to the Delegations Register are hereby delegated on this day, 24 February 2026, to the person occupying the position of Chief Executive Officer, (or person(s) 'acting' in the above mentioned position) except where otherwise indicated herein or within Attachments 5 and 6, subject to the conditions and/or limitations specified herein or within Attachments 5 and 6 with the following amendments:
 - Instrument A – Instrument of Delegation under the *Planning, Development and Infrastructure Act 2016* (Attachment 5)
○ _____
○ _____
○ _____
 - Instrument B – *Instrument of Delegation under the Planning, Development and Infrastructure Act 2016* – (Attachment 6)
○ _____
○ _____
○ _____

- 2.2. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Section 100(2)(c) of the *Planning, Development and Infrastructure Act 2016* as the Chief Executive Officer sees fit, unless otherwise indicated herein or in Attachments 5 and 6.
- 2.3. That the Instruments of Delegation marked Attachments 5 and 6 be included into the Delegations Register.

6. ANALYSIS OF OPTIONS

6.1 Recommendation Analysis

6.1.1 Analysis & Implications of the Recommendation

Council may delegate powers conferred under legislation, except where delegation is expressly prohibited. Section 44(3) of the Act identifies those decisions that cannot be delegated.

The recommendation seeks Council approval to delegate relevant powers to the CEO. Where powers are delegated, it is standard practice for the CEO to sub-delegate relevant powers to positions that are responsible for the day-to-day operations of these areas.

Risk Appetite

Regulatory Compliance

Council has a zero tolerance for non-compliance with applicable legislation including but not limited to: Local Government Act (LGA) 1999; Independent Commissioner Against Corruption (ICAC) Act 2012; Work Health & Safety (WHS) Act 2012; Environment Protection Act (EPA) 1993; Development Act 1993; Equal Employment Opportunity legislation; and Public Consultation legislation.

This decision supports Council's zero tolerance approach to non-compliance with applicable legislation by ensuring the effective management of delegations and authorisation processes, and by clearly articulating staff responsibilities when exercising statutory powers.

6.1.2 Financial Implications

There are no financial or resource implications.

6.2 Option 2 Analysis

6.2.1 Analysis & Implications of Option 2

This option provides Council the ability to adopt changes to the Delegations Register with amendments as Council deems appropriate. Any provisions that are not delegated to the CEO must be brought before Council for decision.

6.2.2 Financial Implications

It is unlikely that there will be financial or resource implications with a varied resolution, however this is unknown dependent on the amendments made.

DISABILITY INCLUSION ACT 2018

NOTE - EXPORTED PROVISIONS ARE SEPARATED INTO NEW AND CHANGED GROUPINGS, SORTED BY DELEGATION SOURCE AND SECTION.

NEW Provisions

Provision	Item Delegated	Delegate	Conditions & Limitations	Capacity of Council
section 18(3)(a)	Review disability access and inclusion plan to ensure it is consistent with the State Disability Inclusion Plan	Chief Executive Officer		State authority
section 18(3)(b)(i)	Vary the disability access and inclusion plan as necessary to ensure consistency with the State Disability Inclusion Plan	Chief Executive Officer		State authority
section 18(3)(b)(ii)	Publish the varied disability access and inclusion plan	Chief Executive Officer		State authority

Dog and Cat Management Act 1995

Note - Exported provisions are separated into NEW and CHANGED groupings, sorted by Delegation Source and Section.

CHANGED Provisions

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations	Capacity of Council
Dog and Cat Management Act 1995	section 26(6)(b)(i)	Charge fees for registration of dogs or businesses	Chief Executive Officer		council
Dog and Cat Management Act 1995	section 26(6)(b)(ii)	Charge fees for late payment of registration	Chief Executive Officer		council
Dog and Cat Management Act 1995	section 26(6)(b)(iii)	Charge fees for meeting requirements under the Dog and Cat Management Act	Chief Executive Officer		council
Dog and Cat Management Act 1995	section 88A(4)	Receive a statutory declaration from the owner of a vehicle who has received an expiation notice or an expiation reminder given under the Expiration Expiation of Offences Act 1996	Chief Executive Officer		council

Expiation of Offences Act 1996

Note - Exported provisions are separated into NEW and CHANGED groupings, sorted by Delegation Source and Section.

NEW Provisions

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations	Capacity of Council
Expiation of Offences Act 1996	section 6(3)(b)(ii)	Authorise a person in writing to give expiation notices	Chief Executive Officer		issuing authority

Local Government Act 1999

Note - Exported provisions are separated into NEW and CHANGED groupings, sorted by Delegation Source and Section.

NEW Provisions

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations	Capacity of Council
Local Government Act 1999	Section178(7)(b)	By written notice to the owner of the land, inform the owner of the imposition of the requirement under section 178 (4)	Chief Executive Officer		council

CHANGED Provisions

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations	Capacity of Council
Local Government Act 1999	section 184(4)(<u>a</u> <u>c</u>)	Place a copy of the notice sent to the principal ratepayer in a newspaper circulating throughout the State	Chief Executive Officer		council
Local Government Act 1999	section 184(4)(<u>b</u> <u>d</u>)	Leave a copy of the notice sent to the principal ratepayer at a conspicuous place on the land	Chief Executive Officer		council
Local Government Act 1999	section 210(2)(b)	Give public notice to the owner of the private road of a proposed declaration	Chief Executive Officer		council

INSTRUMENT A - INSTRUMENT OF DELEGATION UNDER THE PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016, REGULATIONS, PLANNING & DESIGN CODE AND PRACTICE DIRECTIONS OF POWERS OF A COUNCIL AS A COUNCIL; A DESIGNATED AUTHORITY; A DESIGNATED ENTITY INSTRUMENT OF DELEGATION UNDER THE PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016, REGULATIONS, PLANNING & DESIGN CODE AND PRACTICE DIRECTIONS OF POWERS OF A COUNCIL AS A COUNCIL; A DESIGNATED AUTHORITY; A DESIGNATED ENTITY

Note - Exported provisions are separated into NEW and CHANGED groupings, sorted by Delegation Source and Section.

NEW Provisions

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
State Planning Commission Practice Direction - (Council Swimming Pool Safety Inspections) 2025	clause 1(2)	104. The power pursuant to clause 1(2) of Part 3 of the State Planning Commission Practice Direction (Council Swimming Pool Safety Inspections) 2025 (PD8) to ensure that an inspection under clause 2(1) of Part 2 of PD8 is carried out by a person who has the appropriate qualification, skills, knowledge and experience to carry out an inspection assigned to that officer under PD9.	Chief Executive Officer	
Planning, Development and Infrastructure	r 88(3)	75. Division of Land by Community Title or Strata Title 75.1 The power pursuant to Regulation 88(3) of the General Regulations to hold the security supporting a binding arrangement entered into by an applicant under Regulation 88 of the General Regulations.	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
(General) Regulations 2017				
Planning, Development and Infrastructure (General) Regulations 2017	r88(4)	75. Division of Land by Community Title or Strata Title 75.2 The power pursuant to Regulation 88(4) of the General Regulations to return the security to the applicant as soon as reasonably practicable after its return is requested by the applicant if: 75.2.1 the Council or delegate is satisfied that the condition or requirement in relation to which the arrangement was entered into has been satisfied; and 75.2.2 the security has not been transferred to the relevant community corporation or strata corporation in accordance with Regulation 88(5) of the General Regulations.	Chief Executive Officer	
Planning, Development and Infrastructure (General) Regulations 2017	r 88(4)(a)	75. Division of Land by Community Title or Strata Title 75.3 The power pursuant to Regulation 88(4)(a) of the General Regulations to form the opinion and be satisfied that the condition or requirement in relation to which the arrangement was entered into has been satisfied.	Chief Executive Officer	
Planning, Development and Infrastructure (General) Regulations	r 88(5)	75. Division of Land by Community Title or Strata Title 75.4 The power pursuant to Regulation 88(5) of the General Regulations, if a condition or requirement in relation to which a binding arrangement was entered into has not been satisfied before the end of the developer control period, to, after the developer control period, transfer the security to the relevant community corporation or strata corporation for the purposes of the corporation using that	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
2017		amount to satisfy the condition or requirement.		
State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 11.2	96. The draft Amendment 96.2 The power pursuant to clause 11.2 of PD2 where an amendment to a Regional Plan contemplates a complying change under 96.2.1 Section 75(1) of the PDI Act, to include in any recommendation in the Regional Plan Amendment, where applicable: any existing overlay, zone, subzone in the Code within the Affected Area which is proposed to be amended; and 96.2.2 where relevant to the proposed change, an indication of development density and minimum and maximum building heights that may be applied to the Affected Area.	Chief Executive Officer	
State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 6(1)	91. Proposal to Initiate 91.1.3 For Code Amendments an outline of: 91.1.3.1 any overlay, general development policy, zone, subzone or technical or numeric variation in the Code being proposed for amendment; and/or 91.1.3.2 the intended spatial application of an overlay, zone, subzone or technical or numeric variation in the Code over an identified area;	Chief Executive Officer	
State Planning	clause 6(1)	91. Proposal to Initiate 91.1.4. For Regional Plan Amendments:	Chief Executive	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments		91.1.4.1 an outline of any existing text, policies, actions/recommendations or other content in the Regional Plan that is proposed to be amended or inserted; and/or 91.1.4.2 details of any proposed changes to existing spatial layers, or the inclusion of new spatial layers;	Officer	
State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 6(1)	91. Proposal to Initiate 91.1.5A map or description of the Affected Area;	Chief Executive Officer	
State Planning Commission Practice Direction 2 - Preparation	clause 6(1)	91. Proposal to Initiate 91.1.6 Consultation Requirements 91.1.6.1 Information regarding any consultation that has already occurred with respect to the proposed Code Amendment; 91.1.6.2 Details of further consultation proposed to be undertaken with respect to the proposed Code Amendment;	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
and Amendment of Designated Instruments				
State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 6(1)	91. Proposal to Initiate 91.1.7Planning Merit Statement 91.1.7.1A statement detailing how the proposed Amendment relates to strategic directions and outlines desired policy/development outcomes and anticipated residential/ employment yields;	Chief Executive Officer	
State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 6(1)	91. Proposal to Initiate 91.1.8Investigation Information 91.1.8.2For the purposes of a Code Amendment, or where a Regional Plan is proposing a recommendation to alter spatial application of Zones, Overlays or Subzones: (a)infrastructure (road, civil, corridor); (b)service infrastructure (water, wastewater, stormwater, electricity, gas, telecommunications); (c)cultural and heritage significance (search of the Register of Aboriginal Sites and Objects); (d)hazard risk (analysis of relevant policy and site conditions); and/or (e)the extent to which there are social, economic, land use, built form or environmental features that present a barrier to the outcomes sought;	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
Instruments				
State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 6(1)	91. Proposal to Initiate 91.1.9 High-level details of any infrastructure required to support development arising through the proposed Amendment and how that infrastructure will be provided (for example potable water and sewerage connection requirements);	Chief Executive Officer	
State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 6(1)	91. Proposal to Initiate 91.1.10 Where known, details of any infrastructure agreement (or agreements) or infrastructure scheme which will need to be established or entered into in connection with the proposed Amendment.	Chief Executive Officer	
State Planning	clause 8(1)	93. Publication Instructions 93.1 The power pursuant to clause 8(1) of PD2 to set out the following in the SA Planning Portal	Chief Executive	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments		Publication Instructions – for Initiation: 93.1.1a plain English summary of the proposed Amendment which will be published on the SA Planning Portal; and 93.1.2where possible, an indicative timeframe for the commencement of public consultation.	Officer	

CHANGED Provisions

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s7(5)(b)	13. Environment and Food Production Areas – Greater Adelaide 1 3.1 The power pursuant to Section 7(5)(b) of the Planning, Development and Infrastructure Act 2016 (the PDI Act) , in relation to a proposed development in an environment and food production area that involves a division of land that would create 1 or more additional allotments in an environment and food production area , to concur in the granting of the development authorisation to the development.	Chief Executive Officer	
Planning, Development	r89(1)	747576. General Provisions 74	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
and Infrastructure (General) Regulations 2017		<p>7576.1The power pursuant to Regulation 89(1) of the General Regulations to form the opinion that another form of arrangement is satisfactory for the purposes of Section 138(1) of the PDI Act.</p>		
Planning, Development and Infrastructure (General) Regulations 2017	r89(3)	<p>747576.1General Provisions 74</p> <p>7576.2The power pursuant to Regulation 89(3) of the General Regulations to provide a certificate which: 74</p> <p>7576.2.1evidences the consent of the Council to an encroachment by a building over other land; and 74</p> <p>7576.2.2sets out: 74</p> <p>7576.2.2.1the date on which any relevant building was erected (if known); and 74</p> <p>7576.2.2.2the postal address of the site.</p>	Chief Executive Officer	
Planning, Development and	r89(6)(b)	<p>747576.1General Provisions 74</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
Infrastructure (General) Regulations 2017		7576.3 The power pursuant to Regulation 89(6)(b) of the General Regulations to request a written copy of the certificate and plan (or certificates and plans) referred to in Regulation 89(3) of the General Regulations.		
Planning, Development and Infrastructure (General) Regulations 2017	r89(8)	607576. General Provisions 60 7576.4 The power pursuant to Regulation 89(8) of the General Regulations to make submissions to the Commission before the Commission grants an extension of the period prescribed by Regulation 89(7).	Chief Executive Officer	
Planning, Development and Infrastructure (General) Regulations 2017	r93(1)(b)	757677. Notifications During Building Work 75 7677.1 The power pursuant to Regulation 93(1)(b) of the General Regulations to specify by notice to the building owner and to the licensed building work contractor responsible for carrying out the relevant building work (if any), when development approval is granted in respect of the work, any stage of the building work to which the periods and stages prescribed for the purposes of Section 146(1) of the PDI Act relate.	Chief Executive Officer	
Planning, Development and Infrastructure (General) Regulations	r93(1)(c)	757677. Notifications During Building Work 75 7677.2 The power pursuant to Regulation 93(1)(c) of the General Regulations to specify by notice in writing to the building owner on or the before granting of development approval is granted in respect of the work any stage of the building work to which the periods and stages prescribed for the purposes of Section 146(1) of the PDI Act relate.	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
2017				
Planning, Development and Infrastructure (General) Regulations 2017	r94(13)	<p>767778.Essential Safety Provisions 76</p> <p>7778.1The power pursuant to Regulation 94(13) of the General Regulations to require compliance with Regulation 94(10) of the General Regulations if: 76</p> <p>7778.1.1the essential safety provisions were installed 76</p> <p>7778.1.1.1under a condition attached to a consent or approval that is expressed to apply by virtue of a variance with the performance requirements of the Building Code; or 76</p> <p>7778.1.1.2as part of a performance solution under the Building Code; or 76</p> <p>7778.1.2the building has been the subject of a notice under Section 157 of the PDI Act.</p>	Chief Executive Officer	Subject to having a minimum Building Level 23AIBS accreditation.
Planning, Development and Infrastructure	r102(3)	<p>777879.Classification of Buildings 77</p> <p>7879.1The power pursuant to Regulation 102(3) of the General Regulations to require an</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
(General) Regulations 2017		<p>application under Regulation 102(1) or (2) of the General Regulations to be accompanied by: <u>77</u></p> <p><u>7879.1</u>such details, particulars, plans, drawings, specifications, certificates and other documents as the delegate may reasonably require to determine the building's classification.</p>		
Planning, Development and Infrastructure (General) Regulations 2017	r102(4)	<p><u>777879</u>.Classification of Buildings <u>77</u></p> <p><u>7879.2</u>The power pursuant to Regulation 102(4) of the General Regulations, to subject to Regulation 102(5) of the General Regulations, assign the appropriate classification under the Building Code to a building if the delegate is satisfied, on the basis of the owner's application, and accompanying documentation, that the building, in respect of the classification applied for, possesses the attributes appropriate to its present or intended use.</p>	Chief Executive Officer	<u>Subject to having a minimum Building Level 23AIBS accreditation.</u>
Planning, Development and Infrastructure (General) Regulations 2017	r102(5)	<p><u>777879</u>.Classification of Buildings <u>77</u></p> <p><u>7879.3</u>The power pursuant to Regulation 102(5) of the General Regulations, if an application under Regulation 102 of the General Regulations is made in respect of an existing Class 2 to Class 9 building, to require the applicant to satisfy the delegate that the provisions of any relevant Ministerial building standard relating to upgrading health and safety in existing buildings has been complied with (to the extent reasonably applicable to the building and its present or intended use).</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
Planning, Development and Infrastructure (General) Regulations 2017	r102(6)	<p>777879.Classification of Buildings 77</p> <p>7879.4.The power pursuant to Regulation 102(6) of the General Regulations, on assigning a classification to a building (or part of a building) to, if relevant, determine and specify in the notice to the owner under Section 151(3) of the PDI Act: 77</p> <p>7879.4.1the maximum number of persons who may occupy the building (or part of the building); and 77</p> <p>7879.4.2if the building has more than 1 classification—the part or parts of the building to which each classification relates and the classifications currently assigned to the other parts of the building.</p>	Chief Executive Officer	<p>Subject to having a minimum Building Level 23AIBS accreditation.</p>
Planning, Development and Infrastructure (General) Regulations 2017	Regulation 103A(1)	<p>647980.Required Documentation 64</p> <p>7980.1The power pursuant to Regulation 103A(1) of the General Regulations to, in relation to an application for the issuing of a certificate of occupancy relating to a Class 1b to 9 (inclusive) building under the Building Code, require the following documentation: 64</p> <p>7980.1.1if the development has been approved subject to conditions, such evidence as the delegate may reasonably require to show that the conditions have been satisfied; 64</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
		<p>7980.1.2if the application relates to the construction or alteration of part of a building and further building work is envisaged in respect of the remainder of the building, such further evidence as the delegate may reasonably require to show – 64</p> <p>7980.1.2.1in the case of a building more than 1 storey – that the requirements of any relevant Ministerial building standard have been complied with; or 64</p> <p>7980.1.2.2in any other case – that the building is suitable for occupation.</p>		
Planning, Development and Infrastructure (General) Regulations 2017	Regulation 103A(2)	<p>647980.Required Documentation 64</p> <p>7980.2The power pursuant to Regulation 103A(2) of the General Regulations to, in relation to an application for the issuing on or after 1 JulyOctober20222024 of a certificate of occupancy relating to a Class 1a building under the Building Code, to require the following documentation: 64</p> <p>7980.2.1if the development has been approved subject to conditions, such evidence as the delegate may reasonably require to show that any conditions relevant to the suitability of the building for occupation have been satisfied,</p>	Chief Executive Officer	Subject to having a Building Level 1& 2 or 3 accreditation
Planning, Development and	Regulation 103A(3)	647980 .Required Documentation 64	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
Infrastructure (General) Regulations 2017		<p>7980.3The power pursuant to Regulation 103A(3) of the General Regulations to, other than in relation to a designated building on which building work involving the use of a designated building product is carried out after 112JanuaryMarch20242018, dispense with the requirement to provide a Statement of Compliance under subregulation (1)(a) or (2)(a) if –</p> <p>64</p> <p>7980.3.1the delegate is satisfied that a person required to complete 1 or both parts of the statement has refused or failed to complete that part and that the person seeking the issuing of the certificate of occupancy has taken reasonable steps to obtain the relevant certification or certifications; and</p> <p>64</p> <p>7980.3.2it appears to the delegate, after undertaking an inspection, that the relevant building is suitable for occupation.</p>		
Planning, Development and Infrastructure (General) Regulations 2017	Regulation 103C(1)(c)	<p>658081.Statement of site suitability</p> <p>65</p> <p>8081.1The power pursuant to Regulation 103C(1)(c) of the General Regulations, in relation to a building on a site to which Schedule 8 clause 2A of the General Regulations applies and upon which remediation on the site is necessary, to not grant a certificate of occupancy until a statement of site suitability is issued certifying that the required remediation has been undertaken and the land is suitable for the proposed use.</p>	Chief Executive Officer	
Planning,	Regulation	668182 .Report from fire authority	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
Development and Infrastructure (General) Regulations 2017	103D(1) 66	<p>8182.1The power pursuant to Regulation 103D(1) of the General Regulations, if – 66 8182.1.1a building is – 66 8182.1.1.1to be equipped with a booster assembly for use by a fire authority; or 66</p> <p>8182.1.1.2to have installed a fire alarm that transmits a signal to a fire station or to a monitoring service approved by the relevant authority; and 66</p> <p>8182.1.2facilities for fire detection, fire fighting or the control of smoke must be installed in the building pursuant to an approval under the Act,</p> <p>to not grant a certificate of occupancy unless or until the delegate has sought a report from the fire authority as to whether those facilities have been installed and operate satisfactorily.</p>		
Planning, Development and Infrastructure (General) Regulations	Regulation 103D(2) 66 182	<p>66 182.Report from fire authority 66</p> <p>8182.2The power pursuant to Regulation 103D(2) of the General Regulations, if a report from the fire authority is not received within 15 business days, to presume that the fire authority does not desire to make a report.</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
2017				
Planning, Development and Infrastructure (General) Regulations 2017	Regulation 103D(3) <u>66</u>	668182 .Report from fire authority 8182 .3The power pursuant to Regulation 103D(3) of the General Regulations to have regard to any report received from a fire authority under subregulation (1) before it issues a certificate of occupancy.	Chief Executive Officer	
Planning, Development and Infrastructure (General) Regulations 2017	Regulation 103E(1)(b)	678283 .Issue of certificate of occupancy 8283 .1The power pursuant to Regulation 103E(1)(b) of the General Regulations to, on receipt of notification of intended completion of building work under Regulation 93(1)(f) of the General Regulations, determine that the building work will be inspected by an authorised officer.	Chief Executive Officer	
Planning, Development and Infrastructure (General) Regulations 2017	Regulation 103E(3)(c)	678283 .Issue of certificate of occupancy 8283 .2The power pursuant to Regulation 103E(3)(c) of the General Regulations, in respect of a Class 1a building, to determine not to inspect the building work.	Chief Executive Officer	
Planning,	Regulation	688384 .Revocation	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
Development and Infrastructure (General) Regulations 2017	103F_	<p>68</p> <p>8384.1The power pursuant to Regulation 103F of the General Regulations to revoke a certificate of occupancy –</p> <p>68</p> <p>8384.1.1if –</p> <p>68</p> <p>8384.1.1.1there is a change in the use of the building; or</p> <p>68</p> <p>8384.1.1.2the classification of the building changes; or</p> <p>68</p> <p>8384.1.1.3building work involving an alteration or extension to the building that will increase the floor area of the building by more than 300m² is about to commence, or is being or has been carried out; or</p> <p>68</p> <p>8384.1.1.4the building is about to undergo, or is undergoing or has undergone, major refurbishment,</p> <p>68</p> <p>8384.1.2if the delegate considers that the building is no longer suitable for occupation because of building work undertaken, or being undertaken, on the building, or because of some other circumstance; or</p> <p>68</p> <p>8384.1.3if the schedule of essential safety provisions has been issued in relation to the building and the owner of the building has failed to comply with the requirements of Regulation 94(10); or</p>		

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
		<p>68</p> <p>8384.1.4if the delegate considers –</p> <p>68</p> <p>8384.1.4.1that a condition attached to a relevant development authorisation has not been met, or has been contravened, and that, in the circumstances, the certificate should be revoked; or</p> <p>68</p> <p>8384.1.4.2that a condition attached to the certificate of occupancy has not been met, or has been contravened, or is no longer appropriate.</p>		
Planning, Development and Infrastructure (General) Regulations 2017	r109(1)(b)	<p>7980698485.Mining Production Tenements</p> <p>798069</p> <p>8485.1The power pursuant to Regulation 109(1)(b) of the General Regulations to make submissions to the appropriate Authority and object to the granting of the tenement.</p>	Chief Executive Officer	
Planning, Development	r111(2)	<p>8081708586.Register of Land Management Agreements (Section 193)</p> <p>808170</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
and Infrastructure (General) Regulations 2017		8586.1 The power pursuant to Regulation 111(2) of the General Regulations to establish a register of agreements entered into by the Council under Section 193 of the PDI Act.		
Planning, Development and Infrastructure (General) Regulations 2017	r111(3)	8081708586 .Register of Land Management Agreements (Section 193) 808170 8586.2 The power pursuant to Regulation 111(3) of the General Regulations to include in a register, or provide access to a copy of each agreement entered into by the Council under Section 193 of the PDI Act and such other information the delegate considers appropriate.	Chief Executive Officer	
Planning, Development and Infrastructure (General) Regulations 2017	r112(1)	8482718687 .Authorised Officers and Inspections 818271 8687.1 The power pursuant to Regulation 112(1) of the General Regulations to appoint at least 1 authorised officer under Section 210(1)(b) of the PDI Act: 818271 8687.1.1 who is an accredited professional who is: 818271 8687.1.1.1 an Accredited professional - building level 1; or 818271	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
		<p>8687.1.1.2an Accredited professional - building level 2; or 818271</p> <p>8687.1.1.3an Accredited professional - building level 3; or 818271</p> <p>8687.1.1.4an Accredited professional - building level 4; or 818271</p> <p>8687.1.2who holds a current accreditation recognised by the Chief Executive for the purposes of this Regulation; or 818271</p> <p>8687.1.3who holds an approval from the Chief Executive.</p>		
Planning, Development and Infrastructure (Fees,	r5(1)	<p>6683728788.Calculation orof Assessment of Fees 668372</p> <p>8788.1The power pursuant to Regulation 5(1) of the Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019 (the Fees Regulations) in relation to an</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
Charges and Contributions) Regulations 2019		<p>application which is duly lodged under a related set of regulations (including via the SA planning portal): 668372</p> <p>8788.1.1to require the applicant to provide such information as the delegate may reasonably require to calculate any fee payable under the Fees Regulations or a related set of regulations; and 668372</p> <p>8788.1.2to make any other determination for the purposes of the Fees Regulations or a related set of regulations (even if the Council is not a relevant authority).</p>		
Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019	r5(2)	<p>6683728788.Calculation or of Assessment of Fees 668372</p> <p>8788.2The power pursuant to Regulation 5(2) of the Fees Regulations, if the delegate acting under Regulation 5(1) of the Fees Regulations, believes that any information provided by an applicant is incomplete or inaccurate, to calculate any fee on the basis of estimates made by the delegate.</p>	Chief Executive Officer	
Planning, Development and Infrastructure (Fees, Charges and	r5(3)	<p>6683728788.Calculation or Assessment of Fees 668372</p> <p>8788.3The power pursuant to Regulation 5(3) of the Fees Regulations to at any time, and despite an earlier calculation or acceptance of an amount in respect of the fee, reassess a fee payable under the Fees Regulations or a related set of Regulations.</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
Contributions) Regulations 2019				
Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019	r7	<p>6784738889. Waiver or Refund of Fee 678473</p> <p>8889.1 The power pursuant to Regulation 7 of the Fees Regulations to, as the delegate considers appropriate to do so: 678473</p> <p>8889.1.1 waive the payment of the fee, or the payment of part of the fee; or 678473</p> <p>8889.1.2 refund the whole or a part of the fee.</p>	Chief Executive Officer	
State Planning Commission Practice Direction 2-2 Preparation and Amendment of Designated Instruments	clause 5(1)	<p>8990. Initiating Required a Code Amendment Documentation</p> <p>8990.1 The power pursuant to clause 5(1) of the State Planning Commission Practice Direction -22- Preparation and Amendment of Designated Instrument (PD2), to initiate an Amendment to a Code Designated Amendment Instrument and lodge the following documents to with the Department via the SA Planning Portal:</p> <p>8990.1.1 a Proposal to Initiate; and</p> <p>899.1.2 SA Planning Portal Publication Instructions – for Initiation;</p> <p>899.1.3 Heritage Report with datasheet(s) and analysis of historic themes</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
		(relevant proposals only); 89.1.4 Significant Tree Report with description/s and assessment/s (relevant proposals only).		
State Planning Commission Practice Direction <u>2-2</u> Preparation and Amendment of Designated Instruments	clause 5(2)	<p><u>8990. Initiating Required a Code Amendment Documentation</u></p> <p><u>8990.2 The power pursuant to clause 5(2) of PD2 to set out in lodge the Proposal following supporting documents with a proposed Amendment to initiate:</u></p> <p><u>89.2.1 Code Policy</u></p> <p><u>89.2.1.1 an outline of:</u></p> <p><u>(a) any overlay, general development policy, zone, subzone or technical or numeric variation in the Code being proposed;</u></p> <p><u>90.2.1 for amendment proposals involving the listing or removal of a heritage item;</u></p> <p><u>90.2.1.1 a Heritage Report including relevant datasheet(s) and an analysis of historic themes;</u></p> <p><u>and/or</u></p> <p><u>(b)</u></p> <p><u>90.2.2 for proposals involving the intended listing spatial or application removal of an overlay, Significant zone, Tree;</u></p> <p><u>90.2.2.1</u></p> <p><u>Significant subzone Tree or Report technical including or detailed numeric descriptions variation and in the Code over an identified area;</u></p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
		<u>assessments.</u>		
State Planning Commission Practice Direction <u>2-2</u> Preparation and Amendment of Designated Instruments	clause <u>5(26)(1)</u>	<p><u>8991. Initiating Proposal to Code Amendment</u><u>Initiate</u></p> <p><u>89.291.1</u> The power pursuant to clause <u>5(26)(1)</u> of PD2 to <u>set include</u>or<u>the following</u> in the Proposal to Initiate:</p> <p><u>89.2-3 State Planning Policies</u></p> <p><u>89.2-391.1.1 Strategic Alignment</u></p> <p><u>91.1.1.1</u> identification of the relevant principles or objectives of <u>the applicable</u> State Planning Policies, <u>and Regional Plan</u>, or other strategic directions, along with an assessment of <u>how</u> the proposed <u>Code</u> Amendment <u>aligns</u> with those <u>State strategies Planning and Policies policies</u>;</p> <p><u>91.1.2 Scope of amendment</u></p> <p><u>91.1.2.1</u> an outline of the scope of the proposed changes to the designated instrument;</p>	Chief Executive Officer	
State Planning Commission Practice Direction <u>2-2</u> Preparation and	clause <u>69(1)</u>	<p><u>9094. Preparation</u><u>Investigations</u><u>and Preparing</u> a Draft <u>Code</u> Amendment <u>(Prior to Consultation)</u></p> <p><u>90</u></p> <p><u>94.1</u> The power pursuant to clause <u>69(1)</u> of PD2, <u>to</u> prior to consultation occurring on a draft <u>Code</u> Amendment, <u>Amendment</u> to:</p> <p><u>9094.1.1</u> carry out investigations and obtain such information:</p> <p><u>9040.1.1.1</u> as provided in the Proposal to Initiate approved by the Minister;</p> <p><u>9094.1.2</u> as required under any conditions imposed by the Minister under Section 73(5)(b) of</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
Amendment of Designated Instruments		the PDI Act; and 9094.1.1.3 as specified by the Commission under Sections 73(6)(e) or 73(6)(f) of the PDI Act;		
State Planning Commission Practice Direction 2-2 Preparation and Amendment of Designated Instruments	clause 6(10)(2)	<p>9095. Preparation Required of a Draft Code Amendment (Prior to Consultation) Documentation</p> <p>9095.1 The power pursuant to clause 6(10)(2) of PD2, to prior to consultation occurring on a draft Code Amendment:</p> <p>90-1.2 to provide the Department with the following:</p> <p>9095.1.2.1 to support the preparation of the Amendment;</p> <p>95.1.1.1 where new policy content is proposed for a designated instrument, written instructions (in a form acceptable to the Department) that set out the intent of the proposed Code Amendment for the purposes of the Department writing the draft policy for inclusion in the draft Code Amendment; and</p> <p>90 or</p> <p>95.1.2.1.2 mapping instructions or a description of the Affected Area (in a form acceptable to the Department) in order to enable the Department to prepare and provide to the Designated Entity, mapping which is suitable for inclusion in the draft Code Amendment;</p> <p>95.1.2 for Agreement publishing on the Planning Portal;</p> <p>95.1.2.1 draft Amendment which describes the proposed changes, including an overview of the investigations;</p> <p>95.1.2.2 publication instructions (in a form acceptable to the Department) to prepare the SA Planning Portal for consultation on the draft Amendment, including any supporting material; and</p> <p>95.1.2.3 the engagement plan prepared (and approved, if required) under these Practice Directions, for the purpose of the Department publishing the engagement plan on the SA Planning Portal.</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
State Planning Commission Practice Direction <u>2</u> -2 Preparation and Amendment of Designated Instruments	clause <u>5(2)(1)</u>	<p>8992.SpecialInitiatingListingaRequirements – Code AmendmentAmendments</p> <p>89.292.1 The power pursuant to clause <u>5(2)</u> of PD2 to set out in the Proposal to Initiate: 89.2.9 The power pursuant to clause 5(4) of 7(1) of PD2 to, in relation to initiating a Code Amendment which is intended to designate <u>or remove</u> a place as a place of local heritage value, provide a <u>reportHeritage Report</u>, which <u>includes</u>:</p> <p>89.2.992.1 includes <u>1</u>a heritage datasheet for each proposed Local Heritage Place, which includes:</p> <ul style="list-style-type: none"> (a)92.1.1.1all relevant property details and descriptions (including images); (b)92.1.1.2historical background and thematic analysis; (c)92.1.1.3a statement of heritage value; (d)92.1.1.4an assessment against the Local Heritage Criteria; and (e)92.1.1.5the extent of listing (including any exclusions); <p>89.2.1.2.9.2includes an analysis of historic themes of importance to the area;</p> <p>89.2.992.1.3is prepared by a heritage architect, historian or person with similar qualifications, skills or experience; and</p> <p>89.2.992.1.4is otherwise prepared in accordance with any guidelines prepared and published by the Commission under Section <u>67(2)(c)</u> of the PDI Act.</p>	Chief Executive Officer	
State Planning Commission Practice	clause <u>57(2)</u>	<p>8992.SpecialInitiatingListingaRequirements – Code AmendmentAmendments</p> <p>8992.2 The power pursuant to clause <u>57(2)</u> of PD2 to set out in the Proposal to Initiate: 89.2.10 The power pursuant to clause 5(5) of PD2 to, in relation to initiating a Code Amendment</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
Direction 2-2 Preparation and Amendment of Designated Instruments		which is intended to designate <u>or remove</u> a tree (or stand of trees) as a significant tree (or trees), provide a <u>report</u> <u>Significant</u> <u>which</u> <u>Tree</u> <u>Report</u> : 8992.2.10.1 includes relevant details and descriptions of the tree or stand of trees (including images as necessary); 8992.2.10.2 includes an assessment of the tree (or stand of trees) against the Significant Tree Criteria; 8992.2.10.3 is prepared by an urban planner, arborist or person with qualifications, skills or experience relevant to the assessment in the report.		
State Planning Commission Practice Direction 2-2 Preparation and Amendment of Designated Instruments	clause 6(2)(10)(4)	9095. Preparation <u>Required</u> <u>of</u> <u>a</u> <u>Draft</u> <u>Code</u> <u>Amendment</u> <u>(Prior</u> <u>to</u> <u>Consultation)</u> <u>Documentation</u> 9095.2 The power pursuant to clause 6(2) of 10(4) of PD2, where an engagement plan is amended during any period of consultation or any time prior to finalisation of the engagement report under PD2, to provide the Department with the engagement plan (as updated) for the purpose of the Department publishing the updated engagement plan on the SA Planning Portal.	Chief Executive Officer	
State Planning Commission Practice Direction 2-2 Preparation and	clause 7(1)(1)	9196. The <u>Requirements</u> <u>for</u> <u>a</u> <u>Draft</u> <u>Cod</u> <u>Amendment</u> 9196.1 The power pursuant to clause 7(1) of PD2 to support a draft <u>Code</u> Amendment by the following <u>additional</u> information: 9196.1.1 an explanation of the current code policy as it applies to the Affected Area (at the time of preparation of the draft <u>Code</u> Amendment); 9196.1.2 an explanation of the <u>amendments</u> <u>to</u> <u>the</u> <u>Code</u> <u>policy</u> <u>Amendments</u> proposed for the Affected Area;	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
Amendment of Designated Instruments		<p><u>9196.1.3</u> an assessment of the strategic planning outcomes intended to be achieved through the draft <u>Code</u>Amendment, including:</p> <p><u>96.1.3.1</u>for <u>Code Amendments</u> an analysis of the consistency of the draft Code Amendment with the relevant provisions of State Planning Policies, the Regional Plan and <u>an assessment against</u> any other relevant strategic plans <u>or policies</u>; or</p> <p><u>9196.1.3.2</u>for <u>Regional Plan Amendments</u>, an analysis of the consistency of the draft <u>Regional Plan Amendment</u> with the relevant provisions of State Planning Policies, the remainder of the <u>Regional Plan</u> and any other relevant strategic plans or policies.</p> <p><u>96.1.4</u> a summary and explanation of the investigations undertaken and how these support the draft <u>Code</u>Amendment; and</p> <p><u>9196.1.5</u> <u>where relevant</u>, an explanation of any infrastructure or services required to support development facilitated by the proposed <u>Code</u>Amendment, and an explanation of how and when the infrastructure will be provided.</p>		
State Planning Commission Practice Direction <u>2-2</u> Preparation and Amendment of Designated Instruments	clause <u>912(1)</u>	<p><u>9297</u>. Preparation of an Engagement Plan(<u>Prior to Consultation</u>)</p> <p><u>92</u></p> <p><u>97.1</u> The power pursuant to clause <u>912(1)</u> of PD2 to prepare an engagement plan that:</p> <p><u>9297.1.1</u> meets the principles and performance outcomes of the Charter;</p> <p><u>9297.1.2</u> describes the persons or bodies to be consulted on the proposed amendment of the Designated Instrument, which must include any persons or bodies:</p> <p><u>9297.1.2.1</u> required to be consulted with under a condition imposed by the Minister under Section 73(5) of the PDI Act;</p> <p><u>9297.1.2.2</u> specified by the Commission under Section 73(6)(e) of the PDI Act; and</p> <p><u>9272.1.2.3</u> who must be consulted with under the Charter;</p> <p><u>9297.1.3</u> outlines any relevant previous engagement undertaken to inform the proposal;</p> <p><u>9297.1.4</u> describes the evaluation framework for the engagement.</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
State Planning Commission Practice Direction 2 - 2 Preparation and Amendment of Designated Instruments	clause 9(312)(2)	<p>9297. Preparation of an Engagement Plan(Prior to Consultation)</p> <p>92.3</p> <p>97.2 The power pursuant to clause 9(312)(2) of PD2 to, in relation to an engagement plan relating to a proposed amendment to the Code or a Design Standard, submit the engagement plan to the Commission or the Minister for approval, if a condition has been imposed by the Minister under Section 73(5) of the PDI Act which requires such approval or an outline consent is being assessed against a relevant amendment in accordance with Practice Direction 18 – Outline Content.</p>	Chief Executive Officer	
State Planning Commission Practice Direction 2 - 2 Preparation and Amendment of Designated Instruments	clause 4013(1)	<p>9398. Preparation Required of an Engagement Report (Following Consultation) Documentation</p> <p>9398.1 The power pursuant to clause 4013(1) of PD2 to, at the completion of engagement on a proposal to prepare or amend a Designated Instrument, provide the Department with:</p> <p>9398.1.1 if amendments to the proposal are required:</p> <p>9398.1.1.1 written instructions (in a form acceptable to the Department) that set out any changes to the draft Designated Instrument for the purposes of the Department updating and providing the draft policy for inclusion in the draft Designated Instrument; and/or</p> <p>9398.1.1.2 mapping instructions or a description of the Affected Area (in a form acceptable to the Department) in order to enable the Department to prepare and provide to the Designated Entity, mapping which is suitable for inclusion in the draft Designated Instrument;</p> <p>9398.1.2 the updated draft Designated Instrument(s) or amendment to the Designated Instrument(s) in the form of amendment instructions (once finalised by the Designated Entity, incorporating any amendments); and</p> <p>9398.1.3 a final engagement report as required under Section 73(7) of the PDI Act and prepared in accordance with PD2, for the purpose of the Department arranging for the</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
		engagement report and draft Designated Instrument to be furnished to the Minister.		
State Planning Commission Practice Direction <u>2</u> - <u>2</u> Preparation and Amendment of Designated Instruments	clause <u>10(215)(1)</u>	<p>9399. Preparation of an Engagement Report(Following Consultation)</p> <p>93.299.1 The power pursuant to clause 10(215)(1) of Part 4 of PD2 to set out in an engagement report required under Section 73(7) of the PDI Act:</p> <p>93.299.1.1 details of the engagement undertaken and how that engagement met the engagement plan and reasons for variations (if any) to the engagement plan;</p> <p>93.299.1.2 the outcome of the engagement including a summary of the written submissions or feedback received;</p> <p>93.299.1.3 any proposed changes to the proposal to prepare or amend a Designated Instrument(s) (when compared with the proposal that was engaged on) and the reasons for those proposed changes. This should which specifically indicate indicates:</p> <p>93.299.1.3.1 where changes are proposed to the Designated Instrument(s) based on or as a result of the engagement; and</p> <p>93.299.1.3.2 any other changes which are proposed based on or as a result of additional investigations or information which was not available when the proposal was released for engagement.</p>	Chief Executive Officer	
State Planning Commission Practice	cl <u>11(416)(3)</u>	<p>94100. Lodgement of Proposal Documentation</p> <p>94100.1The power pursuant to clause 11(416)(3) of PD2 to submit a completed Lodgement Form with the Department via the SA Planning Portal, to commence the process for a proposed</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
Direction 2-2 Preparation and Amendment of Designated Instruments		Complying Change.		
State Planning Commission Practice Direction 2-2 Preparation and Amendment of Designated Instruments	cl 11(516)(4)	<p>94100. Lodgement of <u>Proposal Documentation</u></p> <p>94100.2The power pursuant to clause 11(516)(4) of PD2 to set out in the Lodgement Form:</p> <p>94100.2.1Affected Area</p> <p>94100.2.1.1a map of the Affected Area (confirming its consistency with the boundaries of the map(s) relating to the relevant Regional Plan recommendation);</p> <p>94100.2.2Code Mapping</p> <p>94100.2.2.1an outline of:</p> <ul style="list-style-type: none"> (a) any existing overlay, zone, subzone, concept plan or technical and numeric variation in the Code within the Affected Area which is proposed to be amended; (b) the proposed spatial application of any overlay/s and/or amendment/s to the boundary of a zone or subzone; and (c) any associated proposed application of a concept plan/s and/or all relevant technical or numeric variation/s within the Affected Area in connection with the proposed change outlined in clause 11(516)(4)(c)(ii) of PD2; <p>94100.2.3Regional Plan Recommendation</p> <p>94100.2.3.1 a description of the relevant recommendation/s in the Regional Plan;</p> <p>94100.2.3.2confirmation that the details outlined in clauses 11(516)(4)(c)(ii) and (iii) of PD2 are consistent with the recommendation in the Regional Plan (where relevant); and</p> <p>100.2.3.3 confirmation that a time period of not more than two years has elapsed since the relevant recommendation in the Regional Plan was given effect pursuant to Section 73(12) of the PDI Act (unless the Commission considers that a longer period shall apply for the purposes</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
		of clause 1116 of PD2).		
State Planning Commission Practice Direction 2-2 Preparation and Amendment of Designated Instruments	clause 10(315)(2)	<p>9399. Preparation of an Engagement Report(Following Consultation)</p> <p>93</p> <p>99.3 The power pursuant to clause 10(315)(2) of PD2 to also include in the engagement report an evaluation of the effectiveness of the engagement that considers whether:</p> <p>93.399.2.1 the principles of the Charter have been activatedachieved; and</p> <p>93.399.2.2 all mandatory requirements identified in the Charter have been met (where the consultation category is applicable).</p>	Chief Executive Officer	
State Planning Commission Practice Direction 2-2 Preparation and Amendment of Designated Instruments	cl 4318(1)	<p>95101. Final Determination of the Minister</p> <p>95101.1The power pursuant to clause 4318(1) of PD2 when consultation on a proposed Complying Change is complete, to provide the Department with:</p> <p>95101.1.1written instructions (in a form acceptable to the Department) that set out any changes to the Complying Change as it was initially proposed; and/or</p> <p>95101.1.1.2mapping instructions or a description of the Affected Area (in a form acceptable to the Department) in order to enable the Department to prepare mapping which is suitable for inclusion in the Code;</p> <p>95101.1.2the updated draft proposed Complying Change in the form of amendment instructions (once finalised by the Council, incorporating any changes); and</p> <p>95101.1.3if any submissions were received, a consultation report to be furnished to the Commission.</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
State Planning Commission Practice Direction <u>2-2</u> Preparation and Amendment of Designated Instruments	clause <u>1318</u> (2)	<p><u>95101</u>.Final Determination of <u>the</u> Minister</p> <p><u>95101</u>.2The power pursuant to clause <u>13138</u>(2) of PD2 to set out in the consultation report in clause <u>1318</u>(1)(c) of PD2 <u>all of the following</u>:</p> <p><u>95101</u>.2.1the outcome of the consultation, including a summary of the written submissions or feedback received; and</p> <p><u>95101</u>.2.2 any proposed changes to the Complying Change (when compared with the proposal that was consulted on) and the reasons for those proposed changes and specifically indicate:</p> <p><u>95101</u>.2.2.1 where changes are proposed to the Complying Change as a result of the consultation; and</p> <p><u>95101</u>.2.2.2 any other changes proposed as a result of additional investigations or information that was not available when the proposal was released for consultation.</p>	Chief Executive Officer	
State Planning Commission Practice Direction <u>2-2</u> Preparation and Amendment of Designated Instruments	clause <u>121419</u> (1)	<p><u>9596102</u>. <u>Early Lodgement Commencement of a Code Amendment Requirement</u></p> <p><u>9596102</u>.1 The power pursuant to clause <u>121419</u>(1) of PD2 to provide a request for early commencement of a Code Amendment under Section 78 of the PDI Act to the Department and include:</p> <p><u>9596102</u>.1.1 explanation, justification and evidence as necessary to demonstrate how early commencement of the <u>Code Amendment</u> is:</p> <p><u>9596102</u>.1.1.1 <u>necessary</u> in the interest of the orderly and proper development of an area of the State; and</p> <p><u>9596</u></p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
		<p>102.1.1.2 required for a Code Amendment, that it is required in order to counter applications for undesirable development (which should identify possible future development that would detract from or negate the object of the proposed Code Amendment) ahead of the outcome of consideration of the Code Amendment;</p> <p>9596102.1.2 written instructions (in a form acceptable to the Department) that set out the intent of the proposed CodeAmendment for the purposes of the Department writing the draft policy for inclusion in the draft CodeAmendment; and</p> <p>9596102.1.3 mapping instructions or a description of the Affected Area (in a form acceptable to the Department) in order to enable the Department to prepare and provide to the Designated Entity, mapping which is suitable for inclusion in the draft CodeAmendment.</p>		
State Planning Commission Practice Direction (Council Inspections) 2020	cl2{2(3)}	<p>93829798105. Mandatory Inspections</p> <p>9382</p> <p>9798105.1 The power pursuant to clause 2{2(3)} of Part 2 of the State Planning Commission Practice Direction (Council Inspections) 2020 (PD9) to in carrying out an inspection under PD9, take all reasonable steps to ensure that each inspection carried out under PD9 includes an inspection and assessment of but not necessarily limited to, the following elements (elements), as may be present (and reasonably accessible) at the time of inspection:</p> <p>9382</p> <p>9798105.1.1 primary structural elements (as defined);</p> <p>9382</p> <p>9798105.1.2 structural framing and roof trusses;</p> <p>9382</p> <p>9798105.1.3 wet areas and waterproofing;</p> <p>9382</p> <p>9798105.1.4.3 barriers to prevent falls;</p> <p>9382</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
		<p>9798105.1.5.4 cladding;</p> <p>9382</p> <p>9798105.1.6.5 egress provisions;</p> <p>9382</p> <p>9798105.1.7.6 bushfire protection systems;</p> <p>9382</p> <p>9798105.1.8.7 passive and active fire safety elements;</p> <p>9382</p> <p>9798105.1.9.8 private bushfire shelters; and</p> <p>9382</p> <p>9798105.1.10.9 performance solutions.</p>		
State Planning Commission Practice Direction (Council Inspections) 2020	cl3 (2)(1)	<p>94839899106. Additional Inspections</p> <p>9483</p> <p>9899106.1 The power pursuant to clause 3(2)(1) of Part 2 of PD9 to consider carrying out an inspection in addition to any specified in clausesubclause2(3) of Part 2 of PD9(additional inspections<ins>inspection</ins>) of PD9 if the <u>Council</u> or delegate has information to indicate that the circumstances warrant it, having regard to the objects of PD9.</p>	Chief Executive Officer	
State Planning Commission Practice Direction (Council Inspections)	cl4 (3)(4)	<p>958499100107. Inspections Generally</p> <p>9584</p> <p>99100107.1 The power pursuant to clause 4(3)(4) of Part 2 of PD9, in relation to building work listed in Schedule 7 of the General Regulations to consider if an additional inspection may be appropriate.</p>	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
2020				
State Planning Commission Practice Direction (Council Inspections) 2020	cl1(2)	<p>9685100101108. General Requirements</p> <p>9685</p> <p>100.1 The power pursuant to clause 1(2) of Part 3 of PD9 to ensure that an inspection under PD9 and subsequent assessment of each of the applicable elements in clausessubclauses 2(2) and 2(3) of Part 2 of PD9 is carried out by a person who has the appropriate qualifications, skills, knowledge and experience to carry out an inspection assigned to that officer under PD9.</p>	Chief Executive Officer	
State Planning Commission Practice Direction 10 (Staged Occupation of Multi-Storey Buildings) 2020	cl5(2)	<p>9786101109. Conditions that Must be Met for the Staged Occupation of a Partially Completed Building</p> <p>9786</p> <p>104109.1 The power pursuant to clause 5(2) of the State Planning Commission Practice Direction 10 (Staged Occupation of Multi-Storey Buildings 2020 (PD10) to, agree to partial occupancy of a partially completed multistorey building.</p>	Chief Executive Officer	

INSTRUMENT B – INSTRUMENT OF DELEGATION UNDER THE PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016, REGULATIONS, PLANNING AND DESIGN CODE AND PRACTICE DIRECTIONS OF POWERS OF A COUNCIL AS A RELEVANT AUTHORITY

Note - Exported provisions are separated into NEW and CHANGED groupings, sorted by Delegation Source and Section.

NEW Provisions

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019	r13(3a)	33. Development to be Assessed by Accredited Professional 34.1The power pursuant to Regulation 13(3a) of the Fees Regulations, if an accredited professional has not elected to collect the compliance fee in accordance with Regulation 13(2)(a)(ii) of the Fees Regulations in respect of an application, to collect the fee.	Chief Executive Officer	
State Planning Commission Practice Direction 12 - Conditions	clause 6	35. Notification of Deemed Planning Consent Notice 35.1 The power pursuant to clause 6 of the State Planning Commission Practice Direction 12 – Conditions Consent (PD12), where a person has issued a Deemed Planning Consent Notice (the Notice) to the relevant authority pursuant to Section 125(2) of the PDI Act, to upon receipt of the Notice, provide a copy of the Notice to: 35.1.1any other relevant authority that has given or is considering another development authorisation relating to the same development; and 35.1.2if the application was referred to a prescribed body under Section 122 of the PDI Act – to that prescribed body or bodies; and	Chief Executive Officer	

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
		35.1.3if the owner of land to which the application related is not a party to the application – to the owner of the land; and 35.1.4if any person has made a representation to the relevant authority in respect of the proposed development – to that person or persons; and 35.1.5in the case of restricted development, the Environment, Resources and Development Court.		

CHANGED Provisions

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, PlanningRegulations , DevelopmentPlanning and InfrastructureDesign(General) Regulations-2017Code and Planning,PracticeDevelopment and Infrastructure (Fees, Charges and Contributions) Regulations-2019Directions of Powers of a Council as a Relevant Authority (Instrument B);	s7(5)(d)	1.Environment and Food Production Areas – Greater Adelaide 1.2The power pursuant to Section 7(5)(d) of the PDI Act in relation to a proposed development <u>in an environmental and food production area</u> that involves a division of land that would create one or more additional allotments <u>in an environmental and food production area</u> , to, if the proposed development will create additional allotments <u>in an environmental and food production area that are</u> to be used for residential development, refuse to grant development authorisation in relation to the proposed development.	Chief Executive Officer	

STAFF REPORTS

MATTERS TO BE CONSIDERED BY THE COMMITTEE AND REFERRED TO COUNCIL

***Matters which can be delegated
to a Committee or Staff but the
Council has decided not to
delegate them***

5.2 COMMUNITY SUPPORT AND GRANT PROGRAM - 2025/26 BUILDING SPACES SUPPORT - ORIGINAL KALARA RESERVE CLUBROOMS**Responsible Executive Manager :** Tina Hudson**Report Author :** Amy Godfrey**Delegated Authority :** Matters which can be delegated to a Committee or Staff but the Council has decided not to delegate them

Attachments :

- 1. [Community Support and Grant Program Policy](#)
- 2. [Community Support and Grant Program Procedure - Building Spaces Support](#)
- 3. [Community Support and Grant Program - Building Spaces Support Guidelines](#)
- 4. [Expressions of Interest - Recommended](#)
- 5. [Expressions of Interest - Not Recommended](#)

PURPOSE

This report seeks Council endorsement for the successful applicant to occupy the original clubrooms at Kalara Reserve for a three (3) year term as part of the Building Spaces Support category of Council's Community Support and Grant Program.

STAFF RECOMMENDATION

1. Council endorse the Congolese Community of South Australia as successful in the Community Support and Grant Program - Building Spaces Support for use of the original Kalara Clubrooms for a maximum term of three (3) years.
2. Council authorise the Chief Executive Officer to enter into a legal agreement with the successful applicant on Council's behalf.

EXECUTIVE SUMMARY

The Building Spaces Support category within the Community Support and Grant Program offers subsidised or no-cost accommodation in an identified Council community facility to local community organisations. This category aims to support Council's goal of ensuring services run from Council facilities are contemporary and relevant, and to provide opportunities for new community organisations to gain support from Council to deliver positive outcomes that meet community need.

This round of the Building Spaces Support category for the selected space at the original clubrooms at Kalara Reserve was open for the period 1 September 2025 to 26 September 2025. The space is available for a maximum term of three (3) years. An organisation can re-apply for the next expression of interest process past their three (3) year term and consideration will be given in the assessment criteria to organisations already occupying a space, but ongoing space is not guaranteed.

A total of 11 expressions of interest were received. The Grant Assessment Panel have recommended providing the available space to the Congolese Community of South Australia. This organisation was assessed to have best met eligibility and priority criteria set out in the Community Support and Grant Program - Building Spaces Support Guidelines (Attachment 3).

1. BACKGROUND

Council regularly receives requests for support from local community groups, including requests for building and oval spaces. The Building Spaces Support category within the Community Support and Grant Program offers subsidised or no-cost accommodation in an identified Council community facility to local community organisations to support with building their service and deliver positive community outcomes that meet community need. Community groups may be encouraged to share facilities where applicable to maximise utilisation and community benefit.

The Grant Assessment Panel have provided a recommendation in line with the eligibility and priorities set out in the Community Support and Grant Program Policy (Attachment 1), Community Support and Grant Program Procedure - Building Spaces Support (Attachment 2) and Community Support and Grant Program - Building Spaces Support Guidelines (Attachment 3). The Grant Assessment Panel included the following Council staff:

- General Manager - City Services;
- Senior Manager - Ageing & Inclusion;
- Senior Manager - Families & Young People;
- Manager - Property; and
- Manager - Connection & Inclusion.

2. RELEVANCE TO STRATEGIC PLAN

Community Theme 3: Fostering collaboration and connection to each other.

Building Spaces Support provides low or no-cost buildings (when available) for community groups and organisations to deliver locally based programs, events and activities and to connect to the wider community in which the building is located.

Community Theme 4: Activating and facilitating welcoming community spaces and events.

Building Spaces Support offers financial support to community organisations, groups or associations to deliver activities, programs and events across the City of Playford region that increase social inclusion, build community capacity and strengthen connections while activating venues and spaces in Playford.

3. PUBLIC CONSULTATION

There is no requirement to consult the community on this matter.

4. DISCUSSION

- 4.1 The original clubrooms at Kalara Reserve were identified as an optimal space for the Building Spaces Support category after new clubrooms were recently built on site for Licensee Andrews Farm Soccer and Community Club and sub-tenant clubs Andrews Farm Cricket Club and the Adelaide Dragons Soccer Club.
- 4.2 Council received a total of 11 expressions of interest from local community groups for the space.
- 4.3 The Grant Assessment Panel assessed applications against the priorities and eligibility criteria outlined in the Community Support and Grant Program - Building Spaces Support Guidelines (Attachment 3), with additional consideration given to:
 - whether the building is fit for purpose for the services/activity to be delivered
 - the proportion of participants accessing services who reside in the City of Playford
 - the applicant's ability to demonstrate a longer-term service delivery model
 - existing relationships with the community and other local organisations
 - the applicant's financial capacity to fund operational costs (e.g. cleaning, utilities).
- 4.4 The Congolese Community of South Australia was assessed by the Grant Assessment Panel as best meeting the above criteria and priorities and has therefore been recommended for use of the identified space.
- 4.5 The Grant Assessment Panel's recommendation would result in the space being used at near maximum capacity each week. The recommended community group also has strong relationships with many local community groups and is open to sharing the space where capacity permits.
- 4.6 To ensure the successful community group delivers positive outcomes that meet community need, entities successful in the provision of space under the Building Spaces Support category are required to submit an annual report to Council's Community Grants and Administration Officer including:
 - a summary of activities and initiatives delivered
 - evidence of participation/volunteer numbers and hours of use
 - evidence of achieving the community needs/outcomes as articulated in the application process
 - evidence of participation pathways to promote equity in access to activities
 - evidence of meeting responsibilities in Memorandum of Understanding (MOU) agreement
 - information related to Governance; and

- annual financial statements, profit and loss statement or audited financial report.

This information is shared with Council as part of the annual Community Support and Grant Program presentation update.

4.7 The recommended application for approval is detailed in the Expression of Interest - Recommended (Attachment 4) which includes further information on:

- the high-level project request
- the requested usage
- the building space and usage; and
- the Grant Assessment Panel's comments against criteria and priorities.

4.8 The applications not recommended by the Grant Assessment Panel are detailed in Expression of Interest - Not Recommended (Attachment 5), with similar information provided.

5. OPTIONS

Recommendation

1. Council endorse the Congolese Community of South Australia as successful in the Community Support and Grant Program - Building Spaces Support for use of the original Kalara Clubrooms for a maximum term of three (3) years.
2. Council authorise the Chief Executive Officer to enter into a legal agreement with the successful applicant on Council's behalf.

Option 2

1. Council endorse the following organisation(s) as successful in the Community Support and Grant Program - Building Spaces Support for use of the original Kalara Clubrooms for a maximum term of three years:
 - _____
 - _____
 - _____
2. Council authorise the Chief Executive Officer to enter into a legal agreement with the successful applicant on Council's behalf.

6. ANALYSIS OF OPTIONS

6.1 Recommendation Analysis

6.1.1 Analysis & Implications of the Recommendation

Applications have been individually assessed by the Grant Assessment Panel, with recommendations made following a thorough assessment and analysis against the current criteria and Guidelines.

The recommended applications align with the endorsed Community Support and Grant Program Policy, Community Support and Grant Program Procedure - Building Spaces Support and Community Support and Grant Program - Building Spaces Support Guidelines (Attachments 1, 2 and 3).

Risk Appetite

Service Delivery

Council has a moderate appetite for supporting and enhancing existing services and programs to improve the social, recreation and health and wellbeing outcomes for residents, as well as driving social and economic transformation through major projects and Council initiatives, which will create jobs and act as a catalyst for private investment into Northern Adelaide to support the growing population.

This decision supports groups whose goals are to work with the community to increase social, health and wellbeing outcomes for its residents.

6.1.2 Financial Implications

There are no financial or resource implications.

6.2 Option 2 Analysis

6.2.1 Analysis & Implications of Option 2

This option provides Council the opportunity to make amendments to the staff recommendation. However, it should be noted that the staff recommended applications align with the Community Support and Grant Program Policy (Attachment 1), Community Support and Grant Program Procedure - Building Spaces Support (Attachment 2) and Community Support and Grant Program - Building Spaces Support Guidelines (Attachment 3).

Any changes to the recommendation would potentially be inconsistent with the associated Policy, Procedures and Guidelines as applied in this instance.

6.2.2 Financial Implications

There are no perceived financial or resource implications for Council.

Community Support and Grant Program Policy



Policy Author	General Manager City Services
Date of next review	April 2027

1. Statement of Intent

The Council is committed to delivering a Community Support and Grant Program that ensures fairness, transparency and consistency when assessing, recommending, and approving applications using defined criteria as set out in the guidelines.

The Community Support and Grant Program offers financial and in-kind support, partnership opportunities and subsidized or no cost accommodation in an identified Council community facility to community organisations, groups and associations which contribute to creating a vibrant and stimulating place for people to live, work or visit. Grants are also offered to individuals who are residents and who have made an outstanding achievement in their chosen field of endeavour, and young people who find cost a barrier to participating in club or organised sport to encourage sport and social recreation.

2. Scope

This Policy applies to eligible incorporated community groups and individuals who are residents.

3. Legislation and References

This Policy is to be read in conjunction with the Community Development Support Grant Procedure.

Related documents include:

- *Local Government Act 1999* – Section 137, 7(c) and 7(h)
- Community Support Grant Program Procedure – Community Development Grant
- Community Support Grant Program Procedure – Individual and Equipment Grant
- Community Support Grant Program Procedure – Building Spaces Support
- Community Support Grant Program Procedure – Financial Support
- Community Support Grant Program Procedure – Program and Event Support
- Building Spaces Support Program Guidelines
- Club Participation Sponsorship Grant Guidelines
- Community Development and Event Grant Guidelines
- Equipment Grant Guidelines
- Outstanding Achievement Grant Guidelines
- Program and Event Sponsorship Guidelines
- Program and Event Sponsorship Tracking Tool
- City of Playford Strategic Plan

- City of Playford Global Glossary

This Policy should not be considered as the only document that may relate to community development grants, other tiers of government, agencies or organisations may have legislation or policies that also apply.

4. Application

Council Members	Ensure the Policy and Procedure are adhered to when endorsing Community Development and Event Grants and Building Spaces and Financial Support applications.
Chief Executive Officer	Delegate to appropriate staff to ensure compliance with this Policy.
General Manager City Services	Approve requests from Grants Officers to reallocate budgeted funds from an undersubscribed grant category into an oversubscribed grant category to provide flexibility across categories based on community need.
Senior Manager Ageing and Inclusion	Ensure the Policy and Procedure are adhered to across the application of the Community Support Grant Program.
Manager Connection and Inclusion	Ensure the Policy and Procedure are adhered to in the assessment of Council's Community Development and Event Grant, Equipment Grant, Outstanding Achievement Grant and Club Participation Sponsorship applications.
Grants Officer	Implement the Policy and ensure it is adhered to when supporting applicants in the assessment of Community Development and Event Grant, Equipment Grant, Outstanding Achievement Grant and Club Participation Sponsorship applications. Council Members be invited to attend a celebration to recognise successful Community Development and Event Grant recipients.
Grant Assessment Panel Members	Ensure the Policy and Procedure are adhered to in the assessment of the Community Development and Event Grant, Financial Support Program, Building Spaces Support Program and relevant Programs and Events Support applications.
Employees	May be requested to assist the assessment panel on an as-needs basis and offer specialised knowledge in relation to a particular topic or applicant.

5. Relevance to Risk Appetite Statement

Financial Sustainability

The City of Playford has a **LOW** appetite for short-term financial risk that adversely impacts on the delivery of the Long Term Financial Plan (LTFP) and the City of Playford's overall financial stability and sustainability, as such, this Policy will try to enforce consistency on funding allocations and predetermining the maximum amount of funding an organisation can receive per grant application.

Reputation

The City of Playford has a **LOW** appetite for negative perceptions that compromise its credibility and reputation, and as such, this Policy outlines the parameters for administering the Community Development Grant Program to ensure it is fair, transparent and consistent.

6. Feedback

Your feedback on this Policy is invited and can be directed to the Manager Governance via email to governance@playford.sa.gov.au or by calling the Customer Contact Team on 8256 0333.

Administration use only

ECM document set no.	3948694
Version no.	4
Procedure link	Community Support Grant Program Procedure
Policy author	General Manager City Services
Endorsed by	Council
Resolution no.	5868
Legal requirement	N/A
Review schedule	3 Years - per Grant Review Cycle
Date of current version	May 2024
Date of next review	May 2027

Version history

Version no.	Approval date	Approval by	Change
1	17 April 2018	Ordinary Council Resolution No. 3132	New Policy
2	28 May 2019	Ordinary Council Resolution No. 3575	Amended Policy
3	27 April 2021	Ordinary Council Resolution No 4535	Procedural content removed and added to separate procedure.

New policy statement outlines
City of Playford commitment to
a Community Development
Grants Program.

4

28 May 2024

Ordinary Council
Resolution No 5868

Amended Policy



Community Support and Grant Program Procedure – Building Spaces Support

Procedure Author	General Manager – City Services
Date of next review	May 2027

1. Purpose

Council recognises that community funding and partnerships can provide a significant opportunity to work collaboratively with community groups, organisations and individuals to deliver activities that increase social inclusion, build community capacity and strengthen connections within the community.

This Procedure details the Building Spaces Support category of the Community Support and Grant Program offered by the City of Playford and references the tools used to assess and approve applications for this category.

2. References and Supporting Documentation

This Procedure is to be read in conjunction with the Community Support and Grant Program Policy and relevant documents referenced.

3. Application

Council Members	Adoption of the Procedure. Endorse successful applicants in adherence with the Procedure and associated documents.
Chief Executive Officer	Ensure the Procedure is implemented and subject to periodic evaluation and review. Approval of changes to the associated Guidelines.
General Manager City Services	Approval of building spaces to be included in the Building Spaces Support category.
Manager Connection and Inclusion	Prepare a Council Decision Report with recommendation from the Assessment Panel on successful applicants for Council Member consideration and endorsement.
Grants Officer	Provide guidance to applicants in the Building Spaces Support Program to support their understanding in meeting eligibility criteria in the Procedure and associated documents.
Assessment Panel Members	Assess applications in accordance with the Procedure and associated documents and make a recommendation on successful applicants to Council Members.

Employees	Other employees may be requested to assist the assessment panel on an as needs basis and offer specialised knowledge in relation to a building space or applicant.
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4. Procedure

4.1 Category Description

The Building Spaces Support Program offers support to local community organisations through the provision of accommodation in a Council community facility, through an equitable and contestable process, as selected spaces become available through end of current lease or licence, or as new spaces are identified. It ensures that the services run from Council facilities are contemporary and relevant and provides opportunities for new community organisations to gain support from Council.

Each space will be offered for a maximum term of three years to allow the community organisation to build their service and demonstrate community benefit while also allowing opportunities to different community groups as community needs and priorities change.

Proposals will be required to demonstrate:

- How the activities carried out within the space will provide a public benefit.
- How the use of the space will increase social inclusion and community participation and promote community health and wellbeing.
- An identified gap in service delivery in the community.

Key eligibility criteria for the Building Spaces Support category is outlined in the associated Guideline.

4.2 Assessment and Endorsement

Applications can be submitted throughout the year by a contestable expression of interest process as selected spaces become available from end of current lease/licence or as new spaces are identified. Applications must be submitted using the application form published by the Council on its website or by such other means as detailed in the associated Guideline.

Applications will be assessed against detailed criteria outlined in the associated Guideline by an Assessment Panel of employees with representation from relevant teams including Sport and Property, City Property, Ageing and Inclusion, Child, Families and Young People and Financial Services. Other employees may be requested to assist on the Assessment Panel on an as needs basis and offer specialised knowledge in relation to a building space or applicant.

Final endorsement of successful applicants will occur via a Council Decision Report which will include the Assessment Panel members and justification for the recommendation to Council.

Each space will be offered for a maximum term of three years, at which time it will return to the contestable process. An organisation can re-apply, and consideration will be given in the assessment criteria to organisations already occupying a space, but ongoing space is not guaranteed.

If a selected space becomes available for any reason outside of the annual process timing, Council staff may undertake an additional process to ensure the space is filled in a timely manner.

Community groups may be encouraged to share spaces where applicable, to maximise utilisation and community benefit.

4.3 Acknowledgements

City of Playford is to be formally recognised as a sponsor/partner on all publicity and promotional material. Successfully funded organisations will be provided with a copy of the logo and Brand Guidelines to ensure appropriate application.

4.4 Reporting and Acquittals

Organisations who have received support under the Building Spaces Support Program must complete a financial and outcomes report as detailed in the applicable Guidelines.

4.5 Caretaker Period

Council will not endorse any Decision Reports during a caretaker period.

Any assessments for the Community Support and Grant Program categories will be assessed by Council at a meeting prior to a caretaker period (in Council election years).

5. Feedback

Your feedback on this Procedure is invited and can be directed to the Manager Governance via email to governance@playford.sa.gov.au or by calling the Customer Contact Team on 8256 0333.

Administration use only

ECM document set no.	4466307
Version no.	1
Policy link	Community Support and Grant Program Policy
Procedure author	General Manager – City Services
Endorsed by	Council
Resolution no.	5868
Legal requirement	N/A
Review schedule	3 Years - per Grant Review Cycle
Date of current version	May 2024
Date of next review	May 2027

Version history

Version no.	Approval date	Approval by	Change
1	28 May 2024	Ordinary Council (Resolution 5868)	New Procedure



Community Support and Grant Program

Building Spaces Support Guidelines

Purpose

Building Spaces Support offers subsidised or no cost accommodation in an identified Council community facility to local community organisations through an equitable and contestable process. This support category aims to support Council's goal of services run from Council facilities being contemporary and relevant, and to provide opportunities for new community organisations to gain support from Council to deliver positive outcomes that meet community need.

Timeline

A call for expressions of interest will be advertised on Council's website as selected spaces become available throughout the year.

Application Process

Applications can be submitted by a contestable expression of interest process as advertised on Council's website, when selected spaces become available from end of current lease/licence or as new spaces are identified to be included. If a space becomes available for any reason outside of the process timing, Council staff may undertake an additional expression of interest process to ensure the space is filled in a timely manner.

Applications will initially be assessed by a Grant Assessment Panel of Council staff against weighted criteria in conjunction with current Policy, Procedure and Guidelines. The Grant Assessment Panel will make a recommendation, and the final decision on the successful applicant for the community space will be determined by Council at the relevant Ordinary Council meeting.

All applicants should contact Council's Grants Officer to discuss their application prior to submission to support applicants in reducing their risk of not meeting eligibility criteria. The Grants Officer can provide support and advice on applications received prior to the expression of interest process closing.

Funding

Each available community facility included in the Building Spaces Support category will be offered for a maximum term of three years to allow the community organisation to build their service and demonstrate community benefit, while also allowing opportunities to different community groups as community needs and priorities change.

Community groups may be encouraged to share facilities where applicable to maximise utilisation and community benefit.

An organisation can reapply for the next expression of interest process past their three-year term and consideration will be given in the assessment criteria to organisations already occupying a space, but ongoing space is not guaranteed.

City of Playford

Visit

Call — 08 8256 0333

Post

Playford Civic Centre

Stretton Centre

playford@playford.sa.gov.au

12 Bishopstone Road

10 Playford Boulevard

307 Peachey Road

playford.sa.gov.au

Davoren Park SA 5113

Elizabeth SA 5112

Munno Para SA 5115

➤ playford.sa.gov.au/stayconnected

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Criteria

Priorities

Proposals will be required to demonstrate:

- activities carried out within the facility will provide a public benefit;
- how the use of the facility will decrease social isolation, increase community participation and promote community health and wellbeing;
- an identified gap in service delivery in the community; and
- a sustainability plan beyond the funded period.

Expressions of Interest for Council community spaces will be assessed against the below priorities:

Strategic objectives	<ul style="list-style-type: none">• Contributes towards City of Playford's vision of prosperity, liveability, and happiness.	10%
Community benefit	<ul style="list-style-type: none">• Demonstrates that activities carried out within the facility will provide a public benefit and indicate how they will benefit the local community.• Majority of participants accessing services residing in City of Playford.• Demonstrates how the use of the facility will increase social inclusion, increase community participation and/or promote health and well-being in the community.• Identifies a gap in service delivery to the community and demonstrates how their activities provide support to assist the community in relation to this.	40%
Community relationships	<ul style="list-style-type: none">• Demonstrates a track record of engaging with local community and a commitment to community involvement.	15%
Equity	<ul style="list-style-type: none">• Demonstrates commitment to promoting equal opportunities and does not discriminate on any grounds.• Demonstrates inclusive participation opportunities including participation pathways for all people.	5%
Organisation status	<ul style="list-style-type: none">• Demonstrates a clear and transparent purpose and able to articulate how they will use the facilities/financial support to achieve their goals.• Evidence of best practice governance including Quality Management Systems and WHS Compliance.• Demonstrates compliance with eligibility criteria outlined below.	20%
Existing support from Council	<ul style="list-style-type: none">• Community organisations currently occupying a Council space or building are required to demonstrate the value they have provided to the community during their tenure.	10%

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Eligibility

Eligible entities include those who:

- demonstrate capacity and resources required to make good use of the facilities and ability to manage any associated risks;
- hold a non-profit organisation or charity status. In some cases, the applicant may be able to demonstrate their work is equivalent to non-profit purposes;
- have a willingness to enter into a relevant legal agreement (e.g. MOU, contract lease or licence to occupy) and demonstrate compliance with all relevant laws and regulations, including WHS regulations;
- have limited external funding (grant/government funding) from other sources; and
- have limited ability to generate other income.

Ineligibility

Support will **not** be provided for:

- applications from public or private educational institutions.
- applications from organisations which receive significant funding from a State or Federal Government source.
- proposals that limit or restrict accessibility or use of public spaces.
- applicants who are yet to acquit a grant, complete and submit an outcomes report or who have been through the debt recovery process in any City of Playford Community Support and Grant category.
- applications from groups or organisations that receive poker machine revenue.

Annual Reporting

Entities successful in the provision of space under the Building Spaces Support category must submit an annual report to Council's Grants Officer and include:

- a summary of activities and initiatives delivered;
- evidence of participation/volunteer numbers and hours of use;
- evidence of achieving the community needs/outcomes as articulated in the application process;
- evidence of participation pathways to promote equity in access to activities;
- evidence of meeting responsibilities in MOU agreement;
- information related to Governance; and
- annual financial statements, profit and loss statement or audited financial report.

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Expression of Interest – Recommended



Applicant	Congolese Community of SA
Requested Usage	Monday to Sunday during business hours and after hours.
Applicant	<p>Applicant is a dynamic non-profit organisation that supports and promotes the welfare, personal development, economic growth and integration of Congolese people living in South Australia and friends of the Democratic Republic of Congo. Their mission, duty, and purpose are to serve as a vehicle for leveraging the efforts of Congolese community residing in South Australia towards the improvement of general welfare and economic empowerment. Currently hiring the Stretton Centre which limits activities that can be delivered to the community.</p>
Proposed Use of Space	<p>The applicant intends to deliver a range of services and activities from the original clubrooms at Kalara Reserve that promote social inclusion, cultural identity, and community wellbeing. These include:</p> <ul style="list-style-type: none"> • Youth engagement programs such as mentoring, after-school support, sports, and leadership development. • Language and education support, including language schools, homework clubs, and workshops to assist both young people and adults with literacy and skills development. • Family mental health and wellbeing services, offering workshops, peer support, and connections to professional services. • Community capacity building through training, networking, and small business information sessions. • Social connection activities, such as women's groups, elders' gatherings, and intergenerational programs that bring people together to reduce isolation. <p>The space will be used to create a safe, inclusive, and vibrant hub where the Congolese community and the wider multicultural community can connect, learn, and thrive. Some larger-scale cultural and community events may occur at other venues due to the size of events and expected attendance.</p>
Assessment Comments	<p>Applicant meets eligibility criteria in the following ways:</p> <ul style="list-style-type: none"> • Venue is fit-for-purpose. • Evidence of sustainability plan to ensure continuity of services once the lease period has ended. • Operating since 2005 and currently offers a wide range of services to their community. • Strong existing relationships with community and other local community groups/providers. • Demonstrated capacity to successfully deliver community programs in the Playford region through established governance, strong volunteer base, and partnerships with service providers. • Proposing full use of the space, however open to partnering with other groups/services to ensure maximized utilization. • Solid membership base with a membership fee model. • High percentage of South Australian based Congolese community live in Playford (approximately 90%), central to the facility location. • Ability to contribute to facility operating costs.

Expression of Interest – Not Recommended



Applicant	Afghan Women's Federation of SA
Requested Usage Applicant	<p>Thursday to Sunday during business hours and after hours.</p> <p>Afghan Women's Federation of South Australia (AWFSA) is a volunteer-led, not-for-profit organisation that empowers Afghan women, their families, and broader culturally and linguistically diverse (CALD) communities.</p> <p>AWFSA works to ensure Afghan women and families are included, supported, and able to thrive as active members of South Australian society. Their purpose is to reduce social isolation, build confidence, and create pathways for education, leadership, and community participation. Through cultural programs, advocacy, and community events, they provide safe and welcoming spaces where women can connect, share experiences and develop skills.</p>
Proposed Use of Space	<p>Establishment of a community toy library, open and welcoming to all families in Playford. Also, intending to provide a safe space of counselling and support for Afghan women living locally.</p> <p>The toy library will provide affordable access to educational toys and resources, helping families support their children's learning and development while also creating opportunities for social connection. The space will be a safe and welcoming place for women and children to come together, build friendships, and reduce isolation. It will also serve as a base for future programs and workshops, including women's support groups, health and wellbeing sessions, family education workshops, and cultural activities.</p> <p>By having a permanent presence in Playford, the applicant will be able to expand their reach and deliver programs that foster community connection, participation and inclusion.</p>
Assessment Comments	<p>The application evidences this service is an identified as a gap in the community, however the applicant could not adequately evidence a clear service delivery and financial sustainability model. Currently they will be relying on a grant to fund their toy library (funding not yet received) and will not be sustainable in delivering the service without this or another funding source, which was perceived to be a risk to optimal utilisation of the space. The applicant was also only proposing to use the space from Thursday to Sunday to begin with and potentially expand in the future, however the shelving and items stored will take up much of the space, limiting options for other services to use the space at alternate days/times. The panel therefore felt an alternate location could be discussed that may be better suited.</p>

Applicant	African Muslim Information Centre South Australia Inc
Requested Usage	Monday to Sunday during business hours and after hours.
Applicant	<p>Applicant is a not-for-profit, community-led hub that provides a safe, inclusive, and multi-functional space for local youth, migrant mothers, and vulnerable community members. Free social programs, youth mentoring, wellbeing workshops and support initiatives have been delivered across Adelaide's northern suburbs, reaching more than 450 people per year since 2021. Currently deliver programs from a community centre on Peachey Rd, Smithfield Plains however the space is no longer adequate.</p> <p>Their purpose is to strengthen community connection, reduce youth disengagement, and improve social outcomes for culturally and linguistically diverse families, with a focus on youth development and women's empowerment.</p>
Proposed Use of Space	<ul style="list-style-type: none"> • Weekly youth mentoring and life-skills sessions. • Homework club and study support pop-ups during school term. • Women's support circle. • Parenting workshops. • Settlement, language, and practical life-skills sessions. • School holiday programs. • Positive recreation community wellbeing workshops. • Referral pop-ups. • Volunteer training, leadership development and community connection events. • Outdoor activities suited to a reserve setting e.g. soccer and fitness clinics, walking groups.
Assessment Comments	<p>The applicant demonstrated long-term service operations and relationships within the African community. The applicant indicated they were able to contribute towards operating costs, however would prefer to invest this money directly to the programs if this is an option. Building is not fit-for-purpose as their preference is for something bigger and would like to explore funding opportunities for capital works to increase the size. Their preference would be use of a larger venue or engage in capital works at Kalara to increase capacity. They would also like to install a fence for safety/security which could reduce the inclusiveness of the overall reserve.</p> <p>As the facility, in its current configuration, was unable to meet the operational and functional requirements of the group, the application was assessed as unsuccessful.</p> <p>Council will continue to engage with this group to identify alternative locations.</p>

Applicant	Andrews Farm Community Church Inc
Requested Usage	Monday to Sunday during business hours and after hours.
Applicant	<p>Applicant's vision is to see the whole Andrews Farm and surrounding communities powerfully impacted with Christ's new life and the hope He brings. The church's plan is to intentionally connect with the local community in genuine and meaningful ways, building strong relationships of trust and care. While the church is open to everyone, the focus will be on the many new young families moving into the area, including those from other nations.</p> <p>There are two active congregations currently operating out of a shared Council-owned building in Davoren Park:</p> <ul style="list-style-type: none"> • Andrews Farm Community Church • Karenji Burmese congregation <p>Applicant indicated they are wanting to grow and expand congregation and services, hence looking for a new location.</p>
Proposed Use of Space	<p>Activities held at Kalara Reserve will be an extension of current activities at their current location. The building will be used for church activities, an administrative centre, community meetings, community group hire, children's activities, youth activities, delivery of VET based courses, support for disability groups, shower and laundry facilities for the homeless and services to the homeless.</p> <p>Applicant has a close relationship with Hopestreet and other local groups and indicated they would be happy to support shared space in this facility, subject to availability.</p>
Assessment Comments	<p>The applicant evidenced long-standing community relationships, strong governance models and financial stability.</p> <p>Building is not fit-for-purpose. Their preference would be use of a larger venue or engage in capital works at Kalara to increase capacity. They would also like to install a fence for safety/security which could reduce the inclusiveness of the overall reserve.</p> <p>The applicant can evidence financial sustainability, and their long-term goal is to access available capital funding from the overarching Baptist Church when they find a suitable location. There may be opportunity for Council to work alongside the church to find land that is more suited to their needs.</p>

Applicant	Anti-Poverty Network – Northern Suburbs Branch
Requested Usage	Weekdays between 9am – 5pm with flexibility to open later for evening workshops or meetings as required. Occasional weekend use arranged in consultation with Council.
Applicant	<p>This grassroots community organisation is based in the Playford Region and provide support to individuals and families experiencing poverty, housing stress and social isolation through a mix of mutual aid, community building and advocacy.</p> <p>Previously provided service from Playford Women's Shed, however this site was no longer fit for purpose. They have since been providing the service from a volunteers' home which is not a long-term option. They are open to sharing the facility with other groups where possible, to maximise utilisation and community benefit.</p>
Proposed Use of Space	<p>Use of the building space as a community hub for food relief, creative workshops and grassroots advocacy activities. Examples include:</p> <ul style="list-style-type: none"> • Food Rescue collections, sorting and preparation for weekly community hampers. • Workshops and training sessions (e.g. creative making, skills building, advocacy and leadership groups). • Community BBQ's and social connection events, open drop-in support sessions. • Fridays - Hamper packing and collection/delivery, with volunteer support and community engagement. <p>The space would be used consistently to:</p> <ul style="list-style-type: none"> • Store and distribute food for vulnerable families. • Store and distribute other personal and household goods to those most in need. • Provide a safe and welcoming meeting place for social connection and peer support. • Run creative and skill building workshops that reduce isolation and build resilience. • Host advocacy and training sessions for people with lived experience of poverty.
Assessment Comments	<p>Fills an important service gap in the community and has a strong focus on servicing the Playford community in areas of food relief and homelessness. Financial sustainability relies on fundraising, however applicant has long-term relationships in these areas.</p> <p>Further discussion with the applicant highlighted their primary use would be for storage and hamper packing with no current plans to use the building for service delivery. Other facilities may be a better fit for this project in a more central location for accessibility. This could be discussed in more detail with the applicant if space becomes available.</p>

Applicant	Careworks (Hopestreet)
Requested Usage Applicant	<p>Monday to Sunday during business hours and after hours.</p> <p>Hopestreet is a program of CareWorks Inc, dedicated to standing in the gap for at risk young people and families in Playford. Their mission is for young people in Playford to know they are loved, have a purpose, and are capable of living that purpose. This is done by creating safe spaces, providing positive role models, and offering a place to belong – supporting young people and families to build hope, resilience, and strong pathway for the future.</p>
Proposed Use of Space	<p>Kalara Reserve would be used as a true homebase - a safe, consistent, and welcoming foundation for groups of at-risk young people and their growing team. Rather than being a casual drop in site, this space would focus on structured, small group programs and targeted support. It would allow stabilisation and expansion of the work already underway through the current outreach and youth programs. The facility would provide a safe space to enable the much needed follow up and deeper pathways of support young people are needing.</p> <p>The following is a list of services and activities that could be delivered in the future if a sustainable funding pathway is identified:</p> <ul style="list-style-type: none"> • Mentoring & Life Skills Groups. • Safe, supervised environment for youth mentors and mentees to meet one-on-one. • Confidential conversations and ongoing follow-up could take place in a secure, supportive setting. • Mentors and mentees could also utilise the green space at Kalara Reserve for healthy recreational activities such as casual sports or fitness, adding variety and fun while strengthening positive relationships. • Targeted Youth Programs and Pathways of Support - Follow-up for at risk young people through referrals, case conversations, and pathways into school, training, and employment. • Strengthen existing partnerships with two local high schools and expand alternative learning spaces. • Casual sports & recreation. • A permanent home for our staff, volunteers, and student placements. • Emergency Relief and Outreach Supplies - secure storage for homelessness backpacks, toiletries, clothing, and other essential items that the team distributes to young people in crisis during outreach and mentoring. <p>By activating Kalara Reserve as a homebase, Hopestreet would ensure this facility becomes a place of safety, belonging, and hope - not a casual drop-in site, but a structured, supportive environment for small groups of young people, particularly for at-risk youth in Munno Para and surrounds. At the same time, it would provide the team and volunteers the stable base needed to sustain and grow this vital work in the Playford community.</p>
Assessment Comments	<p>Hopestreet is highly valued by the community and have long-standing trusted relationships and demonstrated a gap in services to at-risk youth in the Munno Para and surrounds areas.</p> <p>The applicant currently receives substantial financial support from Council to deliver services from the Youth Hub. It was noted that further work is needed to demonstrate a clear and financially sustainable model</p>

	for maintaining existing services or expanding service delivery.
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Applicant	Dadhammer Support Network
Requested Usage Applicant	<p>Monday to Sunday during business hours and after hours.</p> <p>The Dadhammer Support Network is a group of Dads and Fathers who get together to play tabletop war-games, board games and tabletop roleplaying games and use this shared enjoyment as a way to open up and chat about the struggles and trials of life as a Dad.</p> <p>The purpose of the group is to bring people together, especially dads and their families through gaming and give everyone a shoulder and brother to lean on and chat to when needed.</p>
Proposed Use of Space	<ul style="list-style-type: none"> • Host multiple gaming days/night during the week. • Provide space for gamers to play games, paint miniatures and hang out. • Use kitchen facilities to provide food and drinks for attendees. • Space for gamers to bring their families. • Host organised events such as wargaming tournaments to open the group up to a wider wargaming community.
Assessment Comments	<p>Applicant has some great ideas for supporting social inclusion in a positive family-friendly environment and building is somewhat fit for purpose for their needs.</p> <p>Application does not meet the following eligibility criteria:</p> <ul style="list-style-type: none"> • Applicant is not incorporated and has not provided an auspice organisation. • Applicant has not provided any audited financial statements or AGM minutes. • Applicant does not have public liability insurance. <p>Application also does not meet priorities as strongly as other applications for the selected space. The applicant may be a better enquiring about venue hire at one of our community spaces and seeking support through the Program and Event Support category as initial start-up support.</p>

Applicant	Nokutenda Disability Foundation Inc
Requested Usage	Thursday to Sunday during business hours and after hours.
Applicant	Applicant has been in operation since 2017 and is committed to supporting the mental health and wellbeing of Culturally and Linguistically Diverse (CALD) communities, with a special focus on African populations in Australia. Their holistic approach is grounded in respect, cultural sensitivity, and empowerment.
Proposed Use of Space	<p>The services listed below are designed to foster connection, understanding, and support tailored to the unique needs of our communities:</p> <ul style="list-style-type: none"> • Social and emotional wellbeing (Mental Health) service. • Mentoring service. • Crisis line service. • Food hamper service (partnering with Food Bank). • Cultural competence training service. • Family and domestic violence training.
Assessment Comments	<p>Applicant has evidenced their commitment to building a healthier, more connected community, particularly people from a culturally diverse background. Clear goals for delivery were outlined within their application that would benefit primarily the culturally and linguistically diverse community.</p> <p>Applicant could not adequately evidence a clear financial sustainability model. Their financial statements show a \$600,000 debt that may hinder their stability and sustainability.</p> <p>Further to this, the application did not provide sufficient information to give the assessment panel confidence that the group will be specifically working with the Playford community, as the group has a national focus.</p>

Applicant	Playford City Bands
Requested Usage	Monday to Thursday during business hours and after hours – storage space would also be required.
Applicant	<p>Playford City Bands was formed in 1999 and has been part of the community for 26 years.</p> <p>Playford City Bands offers a wide choice in music styles and caters for a wide range of abilities. They welcome anyone interested in trying out with the band.</p> <p>The band acquired its own band hall at 4 Woodfalls Road in 2002 but the standing and maintenance cost make membership expensive relative to other bands in other council areas and therefore make it difficult to recruit new members and deliver rehearsal services.</p>
Proposed Use of Space	<ul style="list-style-type: none"> • Band rehearsals Monday, Wednesday and Thursday. • Management meetings on a monthly basis. • Storage of instruments owned by the band in locked rooms. • Collaborate with Playford International School music program in 2026.
Assessment Comments	<p>Applicant provides a valued contribution towards local community events, supporting wellbeing, learning and socialization through their activity.</p> <p>Application does not meet priorities as strongly as other applications for the selected space. They could not adequately evidence a clear financial sustainability model.</p> <p>Applicant has evidenced that they are at a critical stage financially and from a membership perspective. Due to low membership, they have been turning down performances and opportunities for fundraising which raises concern about their ability to continue service delivery, even with the support of providing a free space to lower expenses at their current location.</p>

Applicant	Rise and Shine World Inc
Requested Usage	Monday through Sunday during business hours and after hours as needed.
Applicant	<p>Rise and Shine World Inc. is an incorporated non-profit religious organisation based in Australia, dedicated to transforming lives through the gospel of Jesus Christ.</p> <p>They engage in faith-based discipleship, leadership training, and livelihood development programs, helping people achieve holistic success in personal, spiritual, and economic spheres. Programs integrate practical skills and spiritual guidance, ensuring participants are not only empowered in their communities but also equipped to make sustainable, positive impact. This approach exemplifies their belief in "business as mission," demonstrating how entrepreneurship and faith can work hand in hand to create meaningful social change.</p>
Proposed Use of Space	<p>The following programs are being proposed:</p> <ul style="list-style-type: none"> • Evangelisation Department: Gospel outreach, Bible study sessions, worship/praise gatherings, youth and family ministry activities. • Business as Mission Department: Mentorship and support for Christian entrepreneurs, ethical business workshops and sustainable community business initiatives. • Charity Department: Food drives, clothing and shelter distribution and support for vulnerable community members. • Sport and Entertainment Department: Community sports, tournaments and recreational activities to encourage healthy lifestyle. • I.T and Media Department: Digital literacy workshops, media engagement and technology-based learning programs. • Education Department: Literacy programs, vocational training, leadership development and educational support for youth and adults. • Medical Department: Health awareness campaigns, wellness programs and community clinics. • Travel, Tourism, and Hospitality Department: Cultural exchange programs, mission trips and hospitality initiatives that foster community engagement. • Humanitarian Department: Disaster relief, refugee support and community development initiatives. • Awards: Recognising community excellence and inspiring service and leadership. • Talent Hunt: Identifying and nurturing local talents in arts, music and performance. • Miss RSW International: Empowering young women as ambassadors of faith, confidence, and cultural inclusion.
Assessment Comments	<p>Applicant does not currently operate in Playford, however is looking to expand programs into Playford. Application does not meet the following eligibility criteria:</p> <ul style="list-style-type: none"> • Audited financial statements or AGM minutes have not been provided. • Applicant does not have public liability insurance. <p>Further to this, the assessment panel is not confident that the group will be specifically working with the Playford community, and a clear community need for the service has not been evidenced.</p>

Applicant	The Association of the Burundian Community of SA
Requested Usage	Monday through Sunday during business hours and after hours as needed
Applicant	Applicant offers programs designed to strengthen community connections, promote health and wellbeing, support education and economic opportunities, engage youth and provide family and cultural support. These programs aim to empower the Burundian community in Playford and foster social inclusion and resilience.
Proposed Use of Space	Applicant intends to deliver a wide range of services and activities in the space, including health and wellbeing programs, education and literacy support, economic empowerment classes, youth engagement activities, cultural preservation initiatives, Kirundi language school, and community lessons focused on mental health and alcohol awareness.
Assessment Comments	Applicant has established relationships through running existing community events. Building is fit for purpose for the applicant's needs. The panel felt other applicants more strongly met outlined criteria and priorities. Applicant could not adequately evidence a clear financial sustainability model. Currently they rely solely on grant funding and community donations and events are held based on the donations received.

INFORMAL DISCUSSION

8.1 REPURPOSING ASSETS UPDATE

Contact Person: Dale Welsh

Why is this matter before the Council or Committee?

Informal Discussion

Purpose

For the Committee to make a determination on whether to deal with this matter in confidence.

A. COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE

STAFF RECOMMENDATION

Pursuant to Section 90(2) of the *Local Government Act 1999* an order is made that the public be excluded from attendance at the meeting, with the exception of:

- Chief Executive Officer;
- General Manager City Assets;
- General Manager City Services;
- General Manager Corporate Services;
- Senior Manager City Property;
- Senior Manager Community Engagement & Experience;
- Senior Manager Development Services;
- Senior Manager Financial Services;
- Senior Manager Regulatory and Community Safety;
- Program Manager Repurposing Assets;
- Property Specialist Repurposing Assets;
- Manager Marketing & Communications;
- Business Support Officer Repurposing Assets;
- Governance Support;
- ICT Support; and
- Minute Taker.

in order to consider in confidence agenda item 8.1 under Section 90(3)(b) of the *Local Government Act 1999* on the basis that:

(b) information the disclosure of which -

- i) 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
- ii) would, on balance, be contrary to the public interest.

This matter is confidential because the provision of this information is contrary to the public interest as the information contained within the presentation can reasonably be expected to convey a commercial advantage.

On the basis of this information, the principle that meetings should be conducted in a place open to the public has been outweighed in this instance; the Committee consider it necessary to consider this matter in confidence.

Section B below to be discussed in the confidential section of the agenda once the meeting moves into confidence for each item.

B. The Matters as per item 8.1

C. COMMITTEE TO DECIDE HOW LONG ITEM 8.1 IS TO BE KEPT IN CONFIDENCE

Purpose

To resolve how long agenda item 8.1 is to be kept confidential.

STAFF RECOMMENDATION

Pursuant to Section 91(7) of the *Local Government Act 1999*, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with the Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(b) of the *Local Government Act 1999*:

- Presentation for Item 8.1

This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the *Local Government Act 1999*.

Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the Committee delegates to the Chief Executive Officer the power to revoke this order or parts thereof at any time, and the Chief Executive Officer must advise the Committee of the revocation of this order as soon as possible after such revocation has occurred.