



**CONFIDENTIAL SPECIAL COUNCIL
MEETING**

CONFIDENTIAL MATTERS**Staff Reports**

- 18.1 GRFMA Audit Committee Nominations (Attachments).....5
- 18.2 Appointment of Independent Member to Council Development
Assessment Panel (Attachments).....16

STAFF REPORTS

18.1 GRFMA AUDIT COMMITTEE NOMINATIONS

Contact Person: Mr Sam Green

Why is this matter confidential?

Subject to an order pursuant to Section 90 (3) (a) of the Local Government Act 1999, this matter is confidential because the information contained within this report, the attachments, and the subsequent discussion relates to personal affairs of the nominees, and the disclosure of this information would be unreasonable due to its sensitivity. This matter also contains information about as yet unconfirmed preferred appointees to the GRFMA Audit Committee. It is recommended that this is not a matter for public knowledge and that the matter be considered in confidence.

A. COUNCIL/COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE

No action – this motion passed in the open section.

B. THE BUSINESS MATTER

18.1 GRFMA AUDIT COMMITTEE NOMINATIONS

Responsible Executive Manager : Mr Sam Green

Report Author : Mr Aaron Galanti

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

Attachments :

1. Audit Committee Registrations of Interest - Mr Peter Brass
2. Audit Committee Registrations of Interest - Cr Desmond Ellis
3. Audit Committee Registrations of Interest - Mr Greg Pattinson

PURPOSE

To endorse the appointment of an Independent Chairperson and two (2) Committee Members to the Gawler River Floodplain Management Authority (GRFMA) Audit Committee for the GRFMA Board's consideration at their June 2017 meeting.

STAFF RECOMMENDATION

That Council endorse the appointment of the following nominees to the Gawler River Floodplain Management Authority (GRFMA) Audit Committee as recommended by the Board:

- Independent Chair - Mr Peter Brass
- Member - Cr Desmond Ellis
- Member - Mr Greg Pattinson

The CEO corresponds with the Executive Officer of the GRFMA Board advising of Council's resolution by Monday, 12 June 2017.

EXECUTIVE SUMMARY

The GRFMA appoints an Audit Committee to undertake such functions as reviewing annual financial statements, liaison with external auditors and reviewing the adequacy of the accounting, reporting, and practices of the subsidiary.

As the current term of current membership is due to expire in 2017, the GRFMA Board sought registrations of interest for the 2017-2019 term. Each nominee was required to outline their council role/experience, financial experience relevant to the functions of an audit committee, and skills that they would bring to the committee in their Registration of Interest (Attachments 1, 2 and 3).

This report is for Council to consider and approve nominees for membership of the Audit Committee as recommended by the GRFMA Board. A response is required by Monday, 12 June 2017.

1. BACKGROUND

The GRFMA is a regional subsidiary pursuant to section 43 and Schedule 2 of the Local Government Act 1999 and coordinates the construction, operation and maintenance of flood mitigation infrastructure for the Gawler River. The GRFMA appoints an audit committee to oversee the adequacy of functions undertaken by the subsidiary.

Pursuant to Clause 30(3), Schedule 2 of the Local Government Act 1999, an audit committee comprises of persons determined or approved by the constituent councils. Membership of the GRFMA Audit Committee is for a two (2) year term (currently expiring in 2017) and therefore an Independent Chair and two (2) members are required to be appointed.

Registrations of Interest for the position of Independent Chair were sought through a public notice in the Advertiser Newspaper on 31 March 2017. Constituent council staff and council members (who are existing GRFMA Board Members), Council CEO's or persons with relevant financial experience were directly invited to submit Registrations of Interest for the two (2) Member positions.

At its April meeting, the GRFMA Board considered registrations of interest received and resolved to support Mr Peter Brass (Independent Chair), Cr Desmond Ellis (Member) and Mr Greg Pattinson (Member) to be appointed to the GRFMA Audit Committee.

GRFMA Board Resolution

That the GRFMA recommends to constituent councils, the following nominations for approval and appointment to the GRFMA Audit Committee.

Independent Chair, Mr. Peter Brass. Members, Cr D Ellis (Light Regional Council) and Mr. G Pattinson (City of Playford)

The Board must seek approval of the subsidiary's constituent councils, those being City of Playford, Adelaide Plains Council, Town of Gawler, the Barossa Council, Light Regional Council, and Adelaide Hills Council.

On 8 May 2017, GRFMA Executive Officer David E Hitchcock wrote to Chief Executive Officer, Mal Hemmerling, to seek council approval for the appointment of membership of the GRFMA Audit Committee.

2. RELEVANCE TO STRATEGIC PLAN

1: Smart Service Delivery Program

Outcome 1.2 Improved service delivery

Although this report links to Council's Smart Service Delivery Program, this specific decision will have no significant impact on its progress.

3. PUBLIC CONSULTATION

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

4. DISCUSSION

4.1 The GRFMA undertakes a membership appointment process following each two (2) year term which includes seeking the subsidiary's constituent council's approval of the nominees for its Audit Committee. Existing members are eligible to re-nominate for the positions.

4.2 The GRFMA Board has considered the suitability of nominees and determined to support the registrations of interest of Mr Peter Brass for the position of Independent Chair (Attachment 1), Cr Desmond Ellis (Attachment 2) and Mr Greg Pattinson (Attachment 3).

- 4.3** Mr Peter Brass (Attachment 1) has a wide range of experience in sitting on Audit Committees and possesses financial experience including fellow CPA, Certified Practising Risk Manager and Graduate AICD. Mr Brass also has experience of having responsibility for financial management and Board governance.

See Attachment 1 for detailed information of Mr Peter Brass' experience.

- 4.4** Cr Desmond Ellis (Attachment 2) brings the experience of thirty (30) + years of experience as CEO and five (5) years as Manager Finance. Finance experience includes Member LRC Audit Committee, Member Audit Committee GRFMA and Bachelor Business (Accounting).

See Attachment 2 for information of Cr Desmond Ellis' experience.

- 4.5** Mr Greg Pattinson (Attachment 3) has the experience of 15 years in Local Government. He holds a range of tertiary degrees, has worked as a research scientist, and has previously held positions on multiple boards. Finance experience includes managing budgets up to \$10M, and has been highly involved in Council's Business and Financial Plans.

See Attachment 3 for detailed information of Mr Greg Pattinson's experience.

- 4.6** The GRFMA have required a response from constituent councils by 12 June 2017 to enable a determination to be made at the Board's next meeting, being held on 15 June 2017.

5. OPTIONS

Recommendation

That Council endorse the appointment of the following nominees to the Gawler River Floodplain Management Authority (GRFMA) Audit Committee as recommended by the Board:

- Independent Chair - Mr Peter Brass
- Member - Cr Desmond Ellis
- Member - Mr Greg Pattinson

The CEO corresponds with the Executive Officer of the GRFMA Board advising of Council's resolution by Monday, 12 June 2017.

Option 2

Council does not endorse the nominations as per the GRFMA Board resolution and requests further consultation with the Board.

The CEO corresponds with the Executive Officer of the GRFMA Board advising of Council's resolution by Monday, 12 June 2017.

6. ANALYSIS OF OPTIONS

6.1 Recommendation Analysis

6.1.1 Analysis & Implications of the Recommendation

Appointment of membership to the GRFMA Audit Committee requires the GRFMA Board to receive approval from constituent councils prior to finalising appointments. The process followed by the GRFMA Board in recruiting an Independent Chairperson and Members was vigorous and followed the necessary recruitment process to seek suitably qualified persons.

The proposed appointments contribute to governance processes for the management and operation of GRFMA. Given the GRFMA Board is satisfied with the experience of the nominees, it is recommended that Council endorse the membership.

6.1.2 Financial Implications

There are no associated financial or resource implications.

6.2 Option 2 Analysis

6.2.1 Analysis & Implications of Option 2

This option indicates that Council Members would like to request further discussion with the GRFMA Board in relation to the appointment of the nominees to the GRFMA Audit Committee.

This will require further endorsement by each of the other constituent Councils and will result in a significant delay to the appointment of the Independent Chairperson and Members of the GRFMA Audit Committee.

6.2.2 Financial Implications

There are no associated financial or resource implications.

Gawler River Floodplain Management Committee Audit Committee Registrations of Interest

Registrations of Interest are sought from Constituent Council staff and Constituent Council elected members (who are GRFMA Board Members), Council CEO's or persons who have financial experience relevant to the functions of the audit committee. It is planned that an independent person, who has financial experience relevant to the functions of an audit committee, will also be appointed. The Constituent Councils must approve the appointment of members of a regional subsidiary audit committee. It is expected that the committee will meet not less than four times per year. Section 13 of Schedule 2 Part 1 of the Local Government Act requires that the functions of an audit committee (for a regional subsidiary) include—

(a) Reviewing annual financial statements to ensure that they provide a timely and fair view of the state of affairs of the subsidiary; and (b) Liaising with external auditors; and (c) Reviewing the adequacy of the accounting, internal auditing, reporting and other financial management systems and practices of the subsidiary on a regular basis.

Please complete electronically

Full Name	Peter Robert Brass
Residential address	
Telephone	
Email	
Council Role/Experience	GRFMA – Chair Audit Committee (current) AHRWMA – Chair Audit Committee (current) NAWMA – Chair Audit Committee (current) WRWMA – Chair Audit Committee (2012-2016) Chair/Independent Member of Audit Committee (Adelaide Hills, Barossa, Gawler)
Financial experience relevant to the functions of an audit committee	Fellow CPA, Certified Practising Risk Manager and Graduate AICD. Chief Operating Officer for Water Research Australia Limited with responsibility for financial management of the company and Company Secretary responsible for Board governance.
Skills that you would bring to the committee	Financial Management Risk Management Internal Controls Strategy Corporate Governance Chairing Meetings
Any other comments you would like considered	I would like the opportunity to continue Chairing the Audit Committee as the Independent Member for another term to contribute and strengthen the governance of the GRFMA Board.

To be considered for this position, please complete electronically and return to davidehitchcock@bigpond.com by 5pm on Tuesday 18 April 2017 .

Inquiries to David Hitchcock Executive Officer GRFMA, mob 0407717368 email davidehithcock@bigpond.com

Gawler River Floodplain Management Committee Audit Committee Registrations of Interest

Registrations of Interest are sought from Constituent Council staff and Constituent Council elected members (who are GRFMA Board Members), Council CEO's or persons who have financial experience relevant to the functions of the audit committee. It is planned that an independent person, who has financial experience relevant to the functions of an audit committee, will also be appointed. The Constituent Councils must approve the appointment of members of a regional subsidiary audit committee. It is expected that the committee will meet not less than four times per year. Section 13 of Schedule 2 Part 1 of the Local Government Act requires that the functions of an audit committee (for a regional subsidiary) include—

(a) Reviewing annual financial statements to ensure that they provide a timely and fair view of the state of affairs of the subsidiary; and (b) Liaising with external auditors; and (c) Reviewing the adequacy of the accounting, internal auditing, reporting and other financial management systems and practices of the subsidiary on a regular basis.

Please complete electronically

Full Name	Desmond Charles Ellis
Residential address	
Telephone	
Email	
Council Role/Experience	CEO 30+ yrs Manager Finance 5 yrs
Financial experience relevant to the functions of an audit committee	Member LRC Audit Cte Member Audit Cte GRFMA B. Bus. (Acctg)
Skills that you would bring to the committee	Financial/audit
Any other comments you would like considered	Full detail in GRFMA files

To be considered for this position, please complete electronically and return to davehitchcock@bigpond.com by 5pm on Tuesday 18 April 2017 .

Inquiries to David Hitchcock Executive Officer GRFMA, mob 0407717368 email davehithcock@bigpond.com

Gawler River Floodplain Management Committee Audit Committee Registrations of Interest

Registrations of Interest are sought from Constituent Council staff and Constituent Council elected members (who are GRFMA Board Members), Council CEO's or persons who have financial experience relevant to the functions of the audit committee. It is planned that an independent person, who has financial experience relevant to the functions of an audit committee, will also be appointed. The Constituent Councils must approve the appointment of members of a regional subsidiary audit committee. It is expected that the committee will meet not less than four times per year. Section 13 of Schedule 2 Part 1 of the Local Government Act requires that the functions of an audit committee (for a regional subsidiary) include—

(a) Reviewing annual financial statements to ensure that they provide a timely and fair view of the state of affairs of the subsidiary; and (b) Liaising with external auditors; and (c) Reviewing the adequacy of the accounting, internal auditing, reporting and other financial management systems and practices of the subsidiary on a regular basis.

Please complete electronically

Full Name	Gregory Stephen Pattinson
Residential address	
Telephone	
Email	
Council Role/Experience	Dr Greg Pattinson has worked in local government for more than 15 years. He has led the key strategic and operational areas in the City of Playford, including strategic and land use planning, development assessment, human resources, information technology, economic development, environmental and waste management. Greg holds a Bachelor Applied Science, Master of Agriculture, and a Doctor of Philosophy. He has work as a research scientist at the Universities of Adelaide and Sydney. He is a graduate of the Institute of Company Directors and previously held a board position on the Northern Adelaide Waste Management Authority and as the Local Government Representative on the Adelaide and Mount Lofty Rangers Natural Resource Management Board.
Financial experience relevant to the functions of an audit committee	<ul style="list-style-type: none"> • Graduate of Company Directors Course • Manage budgets up to \$10M • Responsible for development of Councils Annual Business Plan • Initiated financial modelling to determine impact of Playford Growth Areas on Council's Long Term Financial Plan
Skills that you would bring to the committee	Financial Management Governance Policy Development Risk Management

Any other comments you would like considered	
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To be considered for this position, please complete electronically and return to davidehitchcock@bigpond.com by 5pm on Tuesday 18 April 2017 .

Inquiries to David Hitchcock Executive Officer GRFMA, mob 0407717368 email davidehithcock@bigpond.com

C. COUNCIL/COMMITTEE TO DECIDE HOW LONG ITEM 18.1 IS TO BE KEPT IN CONFIDENCE**Purpose**

To resolve how long agenda item 18.1 is to be kept confidential.

STAFF RECOMMENDATION

Pursuant to Section 90(2) and Section 91(7) of the Local Government Act 1999, the Council orders that the following aspects of Item 18.1 be kept confidential in accordance with Council's reasons to deal with this item in confidence pursuant to Section 90 (3) (a) of the Local Government Act 1999:

- Report for Item 18.1
- Attachment(s) for Item 18.1
- Discussion for Item 18.1
- Decision for Item 18.1

Decision

This order on the Decision shall operate until the GRFMA has announced the Audit Committee Members for 2017 to 2019, or will be reviewed and determined as part of the annual review by Council in accordance with Section 91(9)(a) of the Local Government Act 1999, whichever comes first.

Discussion, Report and Attachments

This order on the Discussion, Report and Attachments 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.

18.2 APPOINTMENT OF INDEPENDENT MEMBER TO COUNCIL DEVELOPMENT ASSESSMENT PANEL

Contact Person: Ms Maggie Dowling

Why is this matter confidential?

Subject to an order pursuant to Section 90 (3) (a) of the Local Government Act 1999, this matter is confidential because the disclosure of information would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

A. COUNCIL/COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE

No action – this motion passed in the open section.

B. THE BUSINESS MATTER

18.2 APPOINTMENT OF INDEPENDENT MEMBER TO COUNCIL DEVELOPMENT ASSESSMENT PANEL

Responsible Executive Manager : Ms Maggie Dowling

Report Author : Mr Gary Brinkworth

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

- Attachments :**
1. Aaron Galanti EOI
 2. Aaron Galanti Resume
 3. Arthur Qu EOI
 4. Darby Schultz EOI
 5. Donna Taft EOI
 6. Edan Barnett EOI
 7. John Dedes EOI
 8. Joseph Medcalf EOI
 9. Krysten Tonkin EOI
 10. Mark Kwiatkowski EOI
 11. Mark Stefanec EOI
 12. Nathan Cunningham EOI
 13. Nathan Cunningham Resume
 14. Sasha Radenovic EOI
 15. Wayne Harvey EOI

PURPOSE

The purpose of this report is to appoint a new Independent Member to the Council Development Assessment Panel (CDAP) to fill the existing vacancy.

STAFF RECOMMENDATION

That Council appoint Nathan Cunningham as an Independent Member to the Council Development Assessment Panel for a term until the establishment of the new Council Assessment Panel (CAP) as required under the new Planning Development and Infrastructure Act 2016, or until the 28th February, 2019, whichever is sooner.

EXECUTIVE SUMMARY

The purpose of this report is for Council to make a decision on the fourth Independent Membership to the CDAP. Three members have recently been appointed at the February Ordinary Council Meeting and this will fill the current requirements under the *Development Act 1993* (the Act) for the constitution of the membership.

This recommendation will allow the CDAP to continue to meet on a monthly basis within the Terms of Reference with no impacts to the scheduled meetings.

1. BACKGROUND

Under the CDAP Terms of Reference, seven members make up the constitution of the Panel. At the 28 February 2017 Ordinary Council Meeting, the terms of three Independent Members who sit of the CDAP were extended for a period of 2 years until the end of February 2019, while one vacancy was to be advertised for an expression of interest.

Three Council Members form the membership of the CDAP in addition to the four Independent Member positions. The three Council Member positions on the CDAP were extended by Council at the 27 September Ordinary Council Meeting for a term running until 31 October 2018.

A selection panel was formed between Derek Langman (Senior Manager Development Services), Gary Brinkworth (Manager Planning Services) and Steve Moritz (Human Resources Partner) to assess the applications and form the recommendation to Council based on the skills and experience shown by the applicants. The recommendation to Council is based on the experience shown within the Local Government sector and in sitting on other CDAP's/Committees for the preferred applicant.

Copies of the expressions of interest received are attached.

2. RELEVANCE TO STRATEGIC PLAN

2: Smart Living Program

Outcome 2.1 Smart development and urban renewal

This decision will impact on the Council's Smart Living Program as the CDAP makes decisions on complex Development Applications that facilitate growth and regeneration.

3. PUBLIC CONSULTATION

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

4. DISCUSSION

- 4.1** The Act requires that the membership of the CDAP consists of seven members with four independent members (one being the Presiding Member) and up to a maximum of three Council members. The independent members must have qualifications or experience in the operations or requirements of the Act.

There is currently one vacancy as per the resolution of Council at the Ordinary Council Meeting held in February for which expressions of interest were sought.

- 4.2** The role of the CDAP is to perform the decision making of Planning Applications under the Act that have not been delegated to staff. It is therefore important that Council ensures that the constitution of the CDAP is reflecting the sound decision making in accordance with the Act and Council's Development Plan.

- 4.3** It is noted that the new *Planning, Development and Infrastructure Act 2016* (PDI Act) will alter the constitution of the existing CDAP by reducing the number of members from seven to five. The changes will come into effect on the 1 July, 2017, in accordance with the transitional provisions of the PDI Act.

The appointment facilitated by this report will bring the number of independent members up to 4 which is consistent with the existing provisions under the Act, as well as ensures the minimum number of independents required under the transitional provisions of the new Act can be met on the 1st of July 2017.

5. OPTIONS

Recommendation

That Council appoint Nathan Cunningham as an Independent Member to the Council Development Assessment Panel for a term until the establishment of the new Council Assessment Panel (CAP) as required under the new Planning Development and Infrastructure Act 2016, or until the 28th February, 2019, whichever is sooner.

Option 2

That Council retain the vacancy.

6. ANALYSIS OF OPTIONS

6.1 Recommendation Analysis

6.1.1 Analysis & Implications of the Recommendation

The staff recommendation to appoint the new independent member of the CDAP is considered to have the following implications:

- Ensures the membership of the CDAP is in accordance with the current Act and the Terms of Reference.
- Minimises the risk of development assessment decisions being delayed.
- Ensures the required number of independent members are appointed for the current Act as well as gives opportunity to seek expressions of interest from the 4 independent members to continue in the transition to the new Act come the 1 July 2017.

6.1.2 Financial Implications

There are no financial or resource implications on the budget as the operations of the CDAP are already included.

6.2 Option 2 Analysis

6.2.1 Analysis & Implications of Option 2

Should the Council wish to retain the vacancy and seek expressions of interest for the new CAP from the public once formed, the following implications would be considered to apply:

- There is a risk that the quorum of the CDAP of four members may not be achieved if members are unavailable, meaning that the applicants would face a further delay of a month for a decision.
- There may be delays to the new CAP coming into effect from the 1 July 2017 and for the reasons above, the operations of the CDAP should be maintained.
- This option is only valid if Council endorse the recommendation relating to the other report in the agenda for the membership of the CAP under the PDI Act.
- A further report would be required to go to Council to appoint an Independent Member to the CAP at the closure of the expression of interest.

6.2.2 Financial Implications

Option 2 would require an additional advertising fee in order to seek the expression of interest for a new Independent Member for the CAP once they come into effect. This would be in the order of \$500.

Dear Mr Brinkworth,

It has come to my attention that there is a vacant Independent Member position on the Council's Development Assessment Panel. As a qualified planner, and having extensive knowledge of the Playford Council area, I am certainly interested in pursuing this opportunity to further build upon my skills and experiences in this field.

I have a Bachelor's degree in Urban and Regional Planning (with Honours) from University of South Australia. As a part of my studies I completed an academic thesis on the influence of urban design on Adelaide's rail network. Urban design is a particular passion of mine in the planning field and believe that having attended multiple Design Review Panel meetings it would be a valuable asset I can bring to the role. During my degree I worked at the Department of Planning, Transport and Infrastructure (DPTI) in both the policy and development assessment teams. Since completing my degree I have worked at City of Playford in the Development Services, Asset Operations, and Governance (current position) teams. These experiences have enabled me to practically apply my skills in assessing applications, State and Local Government development assessment processes, an on-going knowledge of legislation (including Development Act 1993 and Development Regulations 2008), and the operations of CDAP meetings.

For your convenience, my current resume is enclosed and details my qualifications, skills, and experiences. I hope to meet with you to further discuss what I offer to the position. I can be contacted via phone on [REDACTED] or by email at [REDACTED]

I appreciate your time in considering my EOI and my request to further discuss what I can bring to the position. I look forward to hearing from you.

Kind regards,

Aaron Galanti

Aaron Galanti

EDUCATION**University of South Australia, South Australia***Bachelor of Urban and Regional Planning (with Honours)*

- GPA (after first three years) = 6.12; GPA (in fourth year honours) = 6.38
- Relevant Courses Include: Planning Law, Policy and Development Assessment Workshop, Urban Design Workshop, Land Use Planning, Social Planning Techniques, Development and Design Studio, Planning Policy, Social and Community Planning, Planning and Professional Ethics, Sustainable Urban Design Workshop, Transport and Planning

Christian Brothers College, South Australia

- 2007-2011
- South Australian Certificate of Education (SACE)
- University Entry ATAR = 96.1

EMPLOYMENT & PROFESSIONAL EXPERIENCEJanuary 30 2017 – Present: Governance Support Officer at City of Playford

- Council Registers (I.e. Register of Interests, Gifts and Benefits Register, Council Member Training Register, Allowances and Benefits Register, etc)
- Authorised Officer Appointments – Instruments and ID Cards
- Sub-Delegations – Notifications
- New Employee/Employee Condition Change Forms

Achievements and Accomplishments

- Written reports for Council/Committee
- Assisted in creating feedback techniques for Governance tasks

November 2016 – January 29 2017: Administration Officer – Development (Asset Operations) at City of Playford

- Entering timesheets into computer system
- Entering water meter readings into WMS computer program
- Creating SOPs for the Buildings team
- Entering Fleet acquisitions/disposals into computer system

Achievements and Accomplishments

- Checking work instructions are correct to ensure they can be used by a new staff
- Creating SOPs so that the Buildings team are aware of how to use the tools in a safe and procedural manner
- Used Microsoft Visio to create several process maps for Water Management
- Created a brief outlining locations where water meter readings have had zero-usage recordings, and the implications of this
- Developed a team page providing all relevant registers required under WHS Act

March 2016 – September 2016: Document Control Officer at City of Playford

- Private Certifications/Development Applications processing
- Maintaining Planning and Building related correspondence through ECM and Trapeze software applications
- Creating, storing and maintaining all documents as per electronic document management system requirements
- Data integrity management

Achievements and Accomplishments

- Created and edited work instructions to benefit colleagues
- Corrected thousands of incorrect data entered in the system
- Provided Valuer-General with required documentation in a timely manner

2014: 60-day work placement at DPTI – Planning Division (Statutory Planning and Development Assessment)

- Land Use and Land Division Concurrence Assessment Reports
- Section 49 Crown Development Assessment Reports
- Attending DAC and Design Review Panel Meetings
- DPA Process
- Minutes (e.g. Playford Alive and Adjoining Suburbs DPA SOI)
- Letter to Council (e.g. Playford Alive and Adjoining Suburbs DPA SOI)
- Research on rural living (e.g. produced document summarising all development plans in regards to rural living)
- Research of activity centres (Review of Activity Centres, Review of NSW planning system)

Achievements and Accomplishments

- Completed 19 development assessment reports within 30 days
- Composed a document summarising all development plans in regards to rural living. Provides a quick reference for employees, instead of searching through development plans.
- Composed a document that outlined policy approaches to activity centres in identified areas
- Composed a document that summarised the NSW planning system and its approach to activity centre policy

2009: 7-day work experience at Contech – 34/422 Pulteney Street, Adelaide

- Sketching of dwelling floor plans
- Drawing floor plan sketch on AutoCAD

Achievements and Accomplishments

- Produced a completed floor plan

2014– Present: Football Federation Australia Referee (National Youth League & W-League)

- Team work
- Social experience
- Leadership
- Communication
- Conflict management

Achievements and Accomplishments

- Selected for National Talent Pool (2014-2016)
- Selected for National Youth League panel (2014-2016)
- Officiated in W-League matches (2014-2016)
- Selected for National Youth Championships (2014)
- Selected for NTC Challenge (2014 and 2015)

2008 – Present: Football Federation of South Australia Referee

- Team work
- Social experience
- Leadership
- Communication
- Conflict management

Achievements and Accomplishments

- Officiated in the 2016 SA NPL Grand Final

VOLUNTARY AND COMMUNITY WORK**2009: Salvation Army Volunteer**

- Cleaning
- Stacking shelves
- Sorting items

2009: Canteen worker at Croydon Kings Soccer Club

- Serving customers (taking orders)
- Use of canteen appliances

SKILLS AND ABILITIES

Team Work

- Hard worker, striving for high quality outcomes
- Able to work well in a group environment
- Encourages others and willing to help others

Communication

- Communicating with a diverse range of people (applicants, members of the public, stakeholders, colleagues, etc) in order to provide helpful information and advice when required
- Providing accurate and well-developed written reports
- Approachable for ideas and feedback
- Able to listen to others ideas and feedback
- Will take into account ideas and recommendations from all fields

General

- Reading and interpreting the Development Act and Regulations
- Reading and interpreting Council Development Plans
- Development Assessment
 - Section 49 Crown Development Assessment Reports
 - DAC Concurrence Assessment Reports
 - Land Division Assessment Reports
 - Phone calls to applicants
- Private Certifications
- Front counter/phone/email inquiries
- Development application lodgement and processing

- Creating, storing and maintaining documents on electronic management system
- Document management on Council systems
 - ECM
 - Trapeze
 - ePathway
 - One Council
- Development Application stamping
- Data integrity
- Adding new Deposited Plans to the online system
- Document preparation for Valuer-General
- Section 29's
 - Port Lincoln Section 29
- Conducting an Activity Centres Review
 - NSW planning system's approach to activity centres)
- Conducting Amendment Instructions check on DPA's
 - District Council of Lower Eyre Peninsula DPA
 - City of Adelaide DPA
 - Salisbury Heights DPA
 - Urban Boundary Adjustment DPA and the Gateway Precincts DPA
- Writing DPA Minutes, Letters to Council, Emails to Council
 - Playford Alive and Adjoining Suburbs DPA
 - Lucky Bay DPA
- Heritage DPA's
 - Mitcham Heritage DPA
- Car parking funds
 - Creating templates
- ERD Court process
- Public Policy

- Sustainable Development
- Conflict management
- Customer service
- Delegations – Sub-delegations notifications
- Authorised Officer Instruments and ID Cards
- Council Registers Maintenance
- New Employee/Employee Condition Change forms
- Council Chamber setup
- Council report writing
- Undertaking investigations and research into applications
- Qualitative Research
- Public consultation techniques
- Problem solving and analysis
- ArcGIS
- Microsoft Office usage (Word, Excel, Visio, PowerPoint, Outlook, etc)
- SketchUp
- Urban Design
- Timesheet processing
- Entering water meter readings into WMS computer program
- Creating SOPs
- Entering Fleet acquisition and disposal information
- Closing work orders on system

AWARDS AND ACHIEVEMENTS

University of South Australia Merit Award:

- 2012
- 2013
- 2014

Golden Key Society Membership – 2013

Phil Smith Prize for Academic Excellence in Geography (Yr 12) – 2011

Bronze and Silver Duke of Edinburgh Awards – 2007-2010

INTERESTS

- Design: Dwellings, Large Scale Developments (e.g. personal design for a Kilkenny TOD)
- Transport (public transport and active transport)
- Sport: Soccer, Football, Cricket
- Music and Film

REFEREES

Nicole Taylor

Development Services Officer

City of Playford

[REDACTED]

Matt Romaine

Manager Planning and Building Services

City of Mitcham

[REDACTED]

Kate Symes

Senior Governance Officer

City of Playford

[REDACTED]

Simon Neldner

Principal Planning Officer

Department of Planning, Transport and Infrastructure, Adelaide



Released 27 January 2021

Arthur Qu



EXPERIENCE

ACH Group

Project Consultant/Assistant | August 2016

- Initially launched of ViTA Menu Project (Food Nutrition Continuous Improvement Plan)
- Improved consumer food quality image
- Designed Consumer Inspired Survey and Ordering Form
- Optimised Food Ordering System

GreenLeaf Pizza

Owner and Store Manager | July 2014 to March 2016

- Created business plan
- Wrote Health and Safety Scheme
- Interior and exterior shop design including brand logos, wallpapers etc.
- Modified and enhanced the marketing cyclic system to reach maximum cost efficiency
- Launched the brand-new menu and continuously improved the quality of food
- Established ethical business conduction manner

Pizza Capers Collinswood

Owner and Store Manager | October 2010 to June 2014

- Learned basic business management skills, such as Bookkeeping, Stocktake, Roster Management etc.
- Understood the business management from legal aspects
- Established goodwill and reputation in local community
- Maintained sustainable relationships with food and utility suppliers

SKILLS

Tools: Office Software, Adobe Photoshop, Point of Sales Software

Spoken Languages: English, Japanese and Mandarin

EDUCATION

Flinders University, School of Health Sciences | March 2016

- Nutrition Major

Additional Certificates

- Food and Safety Supervisor (2014)
- Pizza Capers Franchisee Training (2013)

Darby Schultz



12 April 2017

Expression of Interest – Independent Member Vacancy – Council Development Assessment Panel

Mr Gary Brinkworth,

I would like to take this opportunity to express my keen interest in applying for the current Panel vacancy as advertised by the City of Playford Council. I believe that I have the necessary skills and experience to take on this role and in turn become a valuable and integral part of the Panel's operations. My determination, strong work ethic, enthusiasm and willingness to succeed are but some of the key personal character traits and professional values that I believe will enable me to succeed in this position.

My interest in applying for this position stems primarily from the fact that the position is aligned with my career goals of continuing my progressive development in the field of Urban & Regional Planning. In addition to the suitability of the role in the context of my career progression, my current education, skills, training and experience are well suited to the position and will equip me well to function as a committed and contributing member of the Panel.

I am currently employed as a Senior Development Officer (Planning) at the Light Regional Council and have been actively developing my experience in development assessment for a period exceeding 6.5 years now. I was previously employed in a development assessment role at the City of Salisbury Council. My current role relates primarily to the timely assessment of development applications against the provisions outlined within the Development Act & Regulations, the Light Regional Council Development Plan and a range of other relevant legislative frameworks that guide the development assessment process in South Australia. The applications that I am tasked with assessing vary significantly in category, scale and use which has provided me with invaluable exposure to a broad range of development types. I am regarded as a responsible and senior member of my current team and regularly undertake higher duties in a Management capacity to cover periods of leave taken by my direct Manager (Manager – Development Services).

My extensive experience in specialist development assessment roles has provided me with a demonstrated ability to interpret and apply development legislation including the Development Act 1993 and Development Regulations 2008. I have a demonstrated understanding of the statutory obligations placed on the relevant Authority when processing the various forms of development (complying, non complying and merit) including procedural matters relating to the provision of information, public notification, mandatory referral to other agencies to name but a few. My knowledge and experience in applying the development legislation also extends more broadly to Section 57A (Land Management Agreements) and also Part 11 of the Act which encompasses enforcement, disputes and appeals. I also consider myself to have a sound knowledge of the strategic planning process (including processing of Development Plan Amendments, Strategic Directions Reviews) and the manner in which strategic investigations shape development plan policy.

As advised above, I consider myself to have a comprehensive understanding of the development legislation. I am of the opinion that my ability to interpret and apply development legislation is enhanced by my experience in dealing with other forms of legislation in previous career roles. My previous employment history at the Australian Taxation Office (ATO) required that I worked within the legislative framework of the Income Tax Assessment Act 1997.

I read widely in an attempt to ensure that I keep abreast of any legislative changes or other reforms that may relate directly to the planning profession. I also receive regular case law updates from a number of Local Government legal providers which provide insight into recent court determinations. I also peruse the case law determinations from the Environment, Resources and Development Court as they are listed on the Austlii

database. It is critical to have an understanding of these determinations as they provide guidance for assessing officers and Panel members on matters of both legislative procedure and policy interpretation.

I consider that my current role within a peri-urban Council provides me with an good understanding of development related issues faced by the City of Playford Council and I am of the belief that this understanding will be of value to the Panel if I was to be appointed to the position. I have vital working exposure to large greenfield land divisions as well as complex land use assessments ranging from intensive agriculture to industrial sites. I also have experience in urban design and infill development in a residential context.

I consider myself to be a confident and composed individual with an ability to function well under pressure. I am comfortable presenting in a Development Assessment Panel forum and have represented Council at the Environment, Resources and Development (ERD) Court on a number of occasions. I also have experience in representing Council when liaising with senior public and political figures in relation to a number of contentious matters relating to applications under my assessment.

I possess a high level of personal integrity and am aware of the manner in which my performance and decision making may be perceived by external stakeholders. My current role is bound by both a Council Code of Conduct in addition to the ICAC Code of Conduct for Council employees which bestows ethical and moral responsibilities on public officials. My professional conduct is in accordance with these codes and I consider that I would duly undertake my duties in accordance with any other requirements as dictated by your organisation.

I hold a Bachelor degree qualification in Urban and Regional Planning (Honours) from the University of South Australia. I received a UNISA Merit Award for each year of my degree which is an annual recognition of outstanding academic achievement. I am currently registered as a Full Member of the Planning Institute of Australia (PIA).

I currently possess a Class C Driver's License and my own vehicle.

I would be very pleased to discuss my application with you further at your earliest convenience. Furthermore, a copy of my resume (including reference contacts) can be provided at your request. Thank you for your time and I look forward to your response.

Kind regards,

Darby Schultz

To Mr Brinkworth,

I wish to put forth my application for the Independent Member - Council Development Assessment Panel Position.

Currently working at Flinders University as a Technical Officer Palaeontology and a past resident of Elizabeth suburb i would bring a unique perspective and skill set to the position.

have attached my resume for your viewing and if you have any questions or want to arrange an interview please don't hesitate to call.

Regards

Donna Toft

Released 27 January 2021

Donna Nina Toft

RÉSUMÉ 15-02-17

MR Drivers Licence
St John 1st Aid Licence
SP/LP Accreditation

Bachelor of Eco-Tourism Flinders University

Professional experience

Mar. 2017 To Now **Flinders University** (V.P. Laboratory) **(Part time)**
Technical Officer Palaeontology HEO4.

Apr. 2014 To Now **Flinders University** (V.P. Laboratory) **(Volunteer)**
Designed and built new Dissection and Bone Preparation Laboratory and high-throughput semi-automated maceration unit.
Lab Assistant – Sorting and classifying very old fossil bones one day a week.
Cleaning, preparation and chemical treatments of fossils. Teaching dissection and preparation of specimens.

Cleaning, preparation and chemical treatments of fossils
Assisting in the teaching of dissection and preparation of specimens
Sorting and classifying very old fossil bones one day a week

May 2013 to Dec 2015 **Reddawn Security**
Security Guard

January 2012 to Current **Semaphore Eco & Information Center**
Information Desk, providing assistance to local, country and overseas tourists. Providing all their information, travel and sight-seeing needs

November 2012 to January 2013 **Adelaide Day Center**
Care Worker to Indigenous elder

April 2011 to July 2012 **ISS Security**
Security Guard/Bed Sit/Emergency Department

August 2011 to February 2012 **Prime Traffic Control**
Security Guard

December 2010 to September 2011 **Titanium Security**
Crowd Controller/Security Guard

March 2009 to November 2009 **West Beach Eco-Tours**
Designed and ran own Eco-tour business receiving a High Distinction for the subject.
Promoted and ran the tour.
Researched European & Indigenous history as a main component of the tour
Designed web site and promotional material
<http://ecotour.x10host.com/>

December 2008 **Royal Adelaide Zoo**
Tour guiding
Designed interpretive signs and web site.

July 2008 to August 2008**Rawnsley Park Station**

University Placement

Administration duties

Tour guiding and interpretation of the natural environment for tourists

Equine maintenance and hotel duties

November 2000**The Royal Australian Army**

Basic training, Kapooka, N.S.W,

Team building, physical fitness and breaking through pain barriers.

Additional professional activities

Designing coastal Eco Tour for Semaphore Eco-Information Center.

Designed Flinders Self-Guided Science Tour - Creating website and promotional material.

Professional Experience Cont.**Computer Skills**

Microsoft Office, Microsoft Excel, Microsoft Power Point and Photo Impact

Laboratory Experience

Laboratory procedures, fossil preparation, measurement and preparation of samples, scientific drawing and record keeping via laboratory note books.

Education and Certificates**2012** Bachelor of Eco-Tourism**Flinders University****2012** St John Senior 1st Aid Certificate**St John****2012 to Present** Training in a traditional style karate**Adelaide Uni DoJo****2011** Traffic Control Licence**Civil Train SA****2011** White Card**Civil Train SA****2006** Foundation Course**Flinders University****2006** Level 2 Security Operations**Adelaide Tafe****1994** Stock and Stations Skills**Northern Territory Collage****Personal Qualities**

Have initiative, and can think on my feet

Am adaptable and extremely resourceful

Effective communicator with excellent negotiation skills

Creative and Innovative

Well organized and an efficient time manager

Interests and activities

Chess

Cycling

Martial Arts

Photography

Movies

Paleontology

Reading

Wave Skiing

<http://www.flickr.com/photos/donnadnt/>**References**

Upon Request

Greetings Gary,

My name is Edan Barnett of Langham pl Port Adelaide and have been a proud port Adelaide Enfield resident for 15 years.

I have been involved with The Rotary of Adelaide West as president and various other office bearer roles.

Sadly after 12 years of active service work and life commitment overwhelmed my ability to attend their weekly Thursday luncheons although I achieved a lot and felt it was time to move on and move forward.

As a sales manager for a team of 12 sales people with an organisation DRUG ARM (Drug Awareness and rehabilitation management) Who we raised funds for to support various initiatives including their street outreach program, basically vans with blankets and hot food for mostly drug addled or intoxicated on alcohol.

After 12 years there I now find myself working for MGM Wireless and IT company directly working with schools, which is great as my wife is a school teacher.

I am very passionate about this beautiful port Adelaide Enfield area, so much history, my friends who come over from interstate cannot believe how fantastic this area is, sadly the normal Adelaidian feel's port is a waste land, and admittedly when my wife and I moved here from Brisbane 15 years ago the local slogan was " PORT ON THE MOVE"

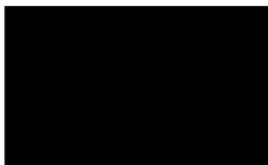
Which certainly was a bit of a local joke, I would cherish the chance to be involved in any think tank that may improve this wonderful city of Port Adelaide Enfield.

Further I would wave the fee per meeting, as any chance to be involved would be great, I am 39 now and feel I have a fresh and passionate approach to working within such a great group of diverse people.

As I've had no particular tilt towards politics, rather focusing on career and my passion for supporting disabled or unprivileged children, I naturally understand if you feel this role will not be suitable for me and I thank you for your kind consideration.

Best regards

Edan Barnett



Forwarding an Expression of Interest.

Curriculum Vitae & Cover Letter.

Mr JOHN DEDES



QUALIFICATIONS, CERTIFICATES & LICENCES:

- ABN: 3711 787 0165.
- Approved Land Valuer of the Office of Consumer and Business Affairs? South Australia.
- Land Agent (RLA 160550).
- Certified Business Broker. (REISA).
- Bach of Business (Property & Valuation).
- Grad Diploma in Urban & Regional Planning.
- Grad Diploma in Project Management.
- Dip of Business Real Estate Management.
- Certificate in Real Estate Sales.
- Certificate IV Training and Assessment.

EMPLOYMENT HISTORY:

From July 2010: Contract Real Estate Sales, Valuation, Leasing, Town Planning, Property & Project Management.

2004 – 2010: Australian Taxation Office (Australian Valuation Office) – (Valuer).

2003 – 2004: David Riggall Estates Pty Ltd – (Valuer).

2002 – 2003: SA Government (Real Estate Management) – (Commercial Leasing & Property Management).

1995 – 2002: Walker & Keipert Real Estate and Brenton Ward Real Estate – (Office Administration, Property Management, Real Estate Sales).

SKILLS & ATTRIBUTES:

Negotiation, Communication, Customer Service, Microsoft Office Suite, Administration, Real Estate Sales, Property Valuation, Property Management, Facilities Management, Commercial Leasing, Town Planning, Project Management, Retail Leasing & Management.



Joseph Medcalf



Full Driver's Licence



Career Statement:

I am a hardworking, physically strong individual seeking employment as an independent member. I am able to thrive in fast paced environments from having experience as a waiter and bar tender. In this environment I have also demonstrated working as a team and being physically strong I can do tasks most people can't. I am well presented, have good organisation skills and take pride in my attention to detail. I believe that given the opportunity, my extensive knowledge, positive attitude and excellent work ethic, would be an asset to your company. I am available for an interview upon your review of my enclosed resume. I welcome the opportunity to discuss my qualifications for this position in person. My availability is opened to all hours of the day.

Key competencies and Knowledge:

- Excellent spoken communication skills
- Quick to learn new processes and concepts
- Able to explain concepts to and instruct others
- Well-developed interpersonal skills – able to communicate effectively with a diverse range of people
- Able to work cooperatively and collaboratively in a team environment
- Able to receive and pass on messages with accuracy
- Neat and legible handwriting
- Enthusiastic, highly motivated, courteous, and well-presented individual
- Competent time management and organisational skills

Training, education and qualifications

- **2017-** Responsible Service of Alcohol
- **2015-** Pool Lifeguard Update
- **2015-** Completed SACE
- **2015-** Certificate of Merit
- **2014-** Police Check
- **2014-** Provide First Aid
- **2014-** Emergency Management of Asthma
- **2014-** First Aid Management of Anaphylaxis
- **2014-** Provide Cardiopulmonary Resuscitation

- **2014- Pool Lifeguard Award**



Employment Record

- **Aquadome**

Dates – 2014 - 2016

Organisation – YMCA

Scope – Health and fitness

Title- Lifeguard

Key responsibilities –Maintain continuous surveillance of people in swimming pools, ensure appropriate headcounts, spot hazards or potential hazards and take measures to prevent accidents, perform rescues in the event of drowning or swimming accidents, perform first aid and CPR according to the demands of adverse situations.

- **MTA**

Dates- 2016 - 2017

Organisation- MTA

Scope – Mechanics

Title – Light vehicle technician (apprentice)

Key responsibilities - Effectively communicating with lecturers and other team members, completing assessments on time and to a high standard, and applying new learnt skills on training vehicles, my own vehicle and/or customer's vehicles.

- **Waterloo Corner Station**

Dates – 2017 - Current

Organisation – Spirit Hotel group

Scope – Hospitality

Title- Bar tender/Waiter

Key responsibilities- Cash handling, wiping down, resetting tables, taking food to tables, abiding by responsible serving of alcohol to customers.

Computer literacy

- Word– Developing and editing documents
- Excel– Building spreadsheets and simple programming
- Powerpoint- Creating presentations
- Publisher– Designing brochures, handouts and posters
- Internet capabilities – Email, researching

Referees

Name: Michael Carunan

Position: Mentor

Organisation: MAS National Australia

Contact number: Phone: [REDACTED]

Name: John Politis

Position: Assessor/Trainer

Organisation: MTA

Contact number: Mobile: [REDACTED]

Name: Jim Beare

Position: Assessor/Trainer

Organisation: MTA

Contact number: Phone: [REDACTED]

Cover Letter

To whom it may concern,

My name is Krysten Tonkin, I have recently sold my own business as a hairdresser and beauty therapist. I have undertaken a new Beauty Therapist roll at Beauty Attractions in Gawler, but I am at the point of my career where I would love a change. I'm great with people and time management skills and am willing to participate in whatever comes my way.

Kind Regards

Krysten Tonkin

'Resume

Name: Krysten Lee Tonkin

Phone Number (Mobile): [REDACTED]

Email: [REDACTED]

Education

Completed year 12 at Kapunda High School - 2010

Completed Intro to Hair and Beauty at Elizabeth, TAFE.

Completed Hair 2 the closer look at Elizabeth, TAFE.

Completed Certificate 2 in hairdressing, TAFE.

Completed Certificate 2 in Nail Technology, TAFE.

Completed Certificate 3 in hairdressing, TAFE and did my apprenticeship at Modern Image Hair and Beauty.

Qualified in waxing, spray tanning, massage and facial services.

Experience

Two day introductory to Hair Dressing at the Clip Joint, Adelaide.

One week work experience for TAFE, The Hairport, Hewett.

One week work experience for School, The Hairport, Hewett.

Two days work experience for TAFE, Hair @ 29, Nuriootpa.

Two day work experience for TAFE, Hair Bella, Gawler.

Two day work experience for TAFE, Super Cuts, Gawler.

One week work experience for TAFE and School, Liquid Hedz, Gawler.

Work History

Business: Hewett Super Deli

Position held: Customer Service

Date: 16/08/2002- 28/08/2005

Duties: Customer Service, Preparing and Handling food, Stock Control and Cleaning.

Business: Hewett Chicken Coop

Position Held: Customer Service

Date: June 2008- July 2009

Duties: Customer Service, Preparing and Handling food, Stock Control and Cleaning.

Krysten Lee Tonkin

[REDACTED]

Business: Neds Gawler
Position Held: Customer Service
Date: July 2009- March 2010
Duties: Customer Service, Stock Control and Cleaning.

Business: Modern Image Hair and Beauty
Position Held: Customer Service, Sales assistance, Hairdressing and Beauty Services
Date: March 2010 – April 2016
I did my apprenticeship here under the previous owner and when I got signed off, I bought the Salon and have ran and owned it since.

Business: Beauty Attractions
Position Held: Customer Service, Sales assistance, Beauty Services and Reception work.
Date: July 2016- currently working here

Skills

Communication Skills, Sales Skills and Customer Service Skills, Hair and Beauty Skills, client information skills i.e. logging information and taking bookings, computer skills and bookkeeping skills.

Personal Qualities

Friendly, Courteous, Social, Punctual, Caring, Enthusiastic and Out Going and willing to learn anything that comes my way.

Referees

Name: Roxanne Dedman Number: [REDACTED]
Position: Proprietor of "Cutting Edge Tanunda".

Name: Tarnya Wilson Number: [REDACTED]
Position: Previous employer at Modern Image Hair and Beauty

Name: Marie Ross Mob: [REDACTED]
Position: Head of hair and beauty at TAFE Elizabeth.

7 April 2017

Mr Gary Brinkworth
Manager Planning and Development
City of Playford Council

Dear Mr Brinkworth,

**Re: Expression of Interest for the City of Playford Council Development
Assessment Panel (DAP) Membership –Independent member.**

It is with pleasure that I hereby submit an Expression of Interest for the position of Independent Member of the City of Playford Council Development Assessment Panel.

I believe the City of Playford Council is in a high growth phase and high quality planning advice and decisions will be essential in ensuring that development within the Council is undertaken in an appropriate manner with consideration to minimising the impact on the surrounding natural and built environment. I would welcome the opportunity to assist Council in meeting this challenge.

I hold a Bachelor of Urban and Regional Planning as well as a Masters of Urban and Regional Planning (Urban Design). I have also completed my Graduate Diploma in Environmental Management and Sustainability (Natural Resource management) at the University of South Australia. I have more than 17 years' experience in all aspects of urban and regional planning as a Manager of planning and Environment at the Town of Walkerville, Manager of Development Planning and Policy at the Rural City of Murray Bridge, Team leader, Senior Development Assessment Officer - City of Onkaparinga Council, Senior Development Assessment and Senior Policy Officer at the City of Charles Sturt as well as international planning experience in the United Kingdom. I also run my own planning consultancy – Adelaide Planning and Development Solutions. I am a Certified Practising Planner / Registered Planner and a Corporate Member of PIA.

I previously was the deputy presiding member for the Mt Barker Development Assessment Panel from 2010 to 2013 where we considered a range of applications of both an urban and rural nature. Being Deputy Presiding Member there was a number of occasions where I was required to act as presiding member and I am aware of the Processes and Procedures required undertaking this role.

In addition to my formal qualifications and experience, as Manager reporting to the Town of Walkerville DAP, I work closely with the Presiding Member and members of the Town of Walkerville DAP and understand the pressures and demands and expectations needed to fulfil such an important position on the Development Assessment Panel. To be an effective Panel member, one needs to be up to date with all legislative requirements and be a strong, firm and fair, particularly when faced with often difficult galleries; traits which I believe I possess. I was also the Public officer for the Rural City of Murray Bridge DAP.

In closing, I believe that I have the necessary attributes, qualifications and experience to ensure I can add value to the City of Playford Council Development Assessment Panel as an Independent member and I wish the elected membership well in its deliberations.

I attach a short form curriculum vitae for your information and thank you for your consideration of this application.

Yours sincerely,



Mark Kwiatkowski

BURP, MURP, GEMS, CPP, MPIA

Enc. short form curriculum vitae.

Short form Curriculum Vitae**Mark John Kwiatkowski****Telephone Number:**

Mobile: [REDACTED]

Qualifications:

Bachelor of Urban and Regional Planning,
University of South Australia,
Masters of Urban and Regional Planning (Urban
Design), University of South Australia.
Graduate Diploma of Environmental Management
and Sustainability (Natural Resource
Management), University of South Australia.
Corporate Member of Planning Institute of
Australia.
Certified Practising Planner (CPP)

Expertise and Experience:**Town of Walkerville - Manager Planning and Environment 2016 – current**

My role as the Manager of Planning and Environment at the Township of Walkerville. My role entails overseeing the Development Assessment, Planning Policy, Building and Development Compliance functions of the Council leading and managing a small team. In addition, I oversee the Environmental Health, Open Space and Strategic Transport functions of Council. This position also includes the assessment of Council's major development applications, facilitating Council's strategic projects and mentoring staff on the planning system in the areas of planning, building and compliance.

City of Onkaparinga Council – Senior Development Officer Planning – 2012 - 2016

My role as a Senior Planner involves project managing more complex and varied applications under the Development Act 1993, including major residential projects such as the Moana and Seaford Heights land divisions, substantial developments along the coast, resolving major contamination aspects of development sites, significant industrial and retail/commercial proposals and bulky goods development. My role also includes representing Council at the planning appeals and conference stage. My role as a Senior Planner at Council has also included Acting in the team leader role supervising up to 8 staff in the planning team and also involved mentoring and supporting staff within the Planning and Development Portfolio.

Adelaide Planning and Development Solutions - Director / Urban and Regional Planner – 2011 - Current

I run an independent planning consultancy. This position has given me a thorough understanding of the development process from a developer's perspective.

Deputy Presiding Member Mt Barker Council Development Assessment Panel. 2011 - 2013

Assessed and considered applications presented to the Development Assessment Panel considering a range of applications of both an urban and rural nature. Acting as presiding member on numerous occasions ensuring compliance with meeting procedures and Code of Conduct requirements

Rural City of Murray Bridge – Manager Planning and Environment/General Manager – July 2010 – June 2012.

I had a number of responsibilities including:

- Managing Council's Strategic Policy Planning and Development Assessment and Environment Business Units including leading, motivating, training and managing the Council's staff.
- Managing the Business Unit's financial and human resources, including consultant budgets;
- Ensuring continuous improvement in planning policy, development assessment and building processes and procedures to ensure compliance with legislative reform;
- Undertaking a leadership role with major development applications, reports and negotiations to ensure compliance with Council's Development Plan;
- Assessing Major Retail, Commercial, Industrial and Residential developments
- Managing the Council's Development Assessment Panel and Strategic Planning and Development Policy Committee's agenda and process;
- Providing excellent people leadership by managing performance and development;
- Providing coaching and mentoring and ensuring an effective team environment;
- Overseeing the development, preparation and maintenance of strategic projects, strategic documents, operational documents, policies and procedures as required, including briefing papers, discussion papers, reports, submissions, strategies, policies and responses to information requests;
- Developing and maintaining collaborative networks and working partnerships with internal and external parties to support the outcomes of the Planning and Development Section;
- Member of Council's Strategic Developments Group providing high level strategic advice and support to the Executive Management Team, CEO, and Council regarding strategic projects,
- Chair of the Major Developments leading the assessment of Council's Major land use and policy developments
- Managing Council's Development Assessment Panel and Strategic Planning and Development Policy Committee;

- Co-managing Council's recent PIA and LGMA award winning 'Imagine your Rural City of Murray Bridge 2020' Placemaking exercise in collaboration with Burke Urban and Village Well;
- Working closely with the Murraylands RDA in a range of projects helping facilitate development within the Rural City of Murray Bridge encouraging economic development.
- Council's Mentor to the 2011 LGMA Challenge Team

City of Charles Sturt Council

Senior Policy Planner - June 2008 – August 2010.

Senior Planning Officer (Development Assessment) - January 2005 – June 2008

Burnside City Council –

Development Officer- Planning - *Burnside City Council 2002 – January 2005*

Positions in the United Kingdom

Development Officer- Planning - *London Borough of Richmond upon Thames Council*

Development Officer- Planning - *London Borough of Ealing Council*

Development Officer- Planning - *Stevenage Borough Council, Hertfordshire County*

Development Officer- Planning - *Winchester City Council, Hampshire County*

Summary of skills and attributes

My roles as Manager of Development Planning and Assessment, Senior Planner/ Development Assessment Officer have involved dealing with complex and varied applications under the Development Act 1993, project managing major residential projects such as the Telstra Site redevelopment (150 residential allotments), the Actil /Sheridan site (250 residential allotments on contaminated land), multi-storey apartment proposals, substantial developments along the coast, resolving major contamination aspects of development sites, significant industrial and retail/commercial proposals, bulky goods development, assessment of shopping centre re-developments, significant proposals within Historic Conservation Zones and sites abutting state heritage buildings, assessment of significant trees and development within the Hills Face Zone.

My roles have included working closely with Development Assessment Panels giving me a clear understanding of the requirements of an independent DAP member making well informed decisions. I have also represented Council at the planning appeals and conference stage which has given me an understanding of the ERD Court Decision making Process and the consequences of poor uninformed decision making.

My role as a Senior Policy Planner allowed me gain an understanding of the way in which good planning Policy is created and the thought process involved in creating appropriate development controls to create livable and sustainable urban and regional environments. This experience has allowed me to understand how to interpret the intent of the Development Plan provisions to make well informed decisions. My Policy role allowed me to be involved in a number of key policy projects at the City of Charles Sturt including working with state government departments on a number of Transport Oriented Developments (including Bowden Village and St Clair/Woodville TOD), the undertaking of the Charles Sturt Heritage DPA, Woodville Road Revitalisation Strategy, and the Residential Growth Strategy and Character Study.

In summary my roles have given me the following skills and attributes to ensure I can add value to the City of Playford Council Development Assessment Panel:

- Strong ability to review, understand and apply legislative requirements.
- Understanding of the decision making process required to make informed decisions based on the relevant provisions of the Development Plan,
- Keen interest in urban design, strategic planning, and the environment
- Proven ability to resolve conflict and negotiate appropriate outcomes.
- Demonstrated analytical and problem solving skills including identification, analysis and development of solutions.
- Provision of quality, accurate professional advice and service to all relevant stakeholders.
- High standard of verbal and written communication skills including preparation of detailed assessment reports to Council and expert statements for court.
- Knowledge of recent developments in urban planning and development policy relating to South Australia and knowledge of urban design and strategic planning principles.
- Understanding of the role and requirements of the duty as a Public Officer for the Rural City of Murray Bridge DAP

Attention Mr Gary Brinkworth,
Manager Planning Services, City of Playford
Via email: employment@playford.sa.gov.au

City of Playford
Playford Civic Centre
10 Playford Boulevard, Elizabeth, SA

Dear Gary,

**Expression of Interest for the Independent Member, Council Development Assessment Panel
Applicant Mark A Stefanac**

As a passionate returning South Australian I am excited about the opportunity to shape South Australia and therefore express my interest to become an Independent Member on the City of Playford's Council Development Assessment Panel (CDAP).

The role is of significant interest to me; I am confident I can add value to the City of Playford, CDAP and its community; however the role will continue to challenge and develop me given the diversity to be encountered as an Independent Member which I believe is unique to the City of Playford. This diversity is not just limited to

- Due to the City of Playford's locality as the most northern Local Government it is able to support a variety of land uses in commercial, residential, horticultural, industrial, manufacturing and open space. It is this variety of work which adds complexity and variety to the role.
- Recognized as the "Great place to live work and play", the forward vision that the City of Playford has, which includes plans around the CBD revitalization via the Playford the Smart City, progressing partnerships with China and the transformation of Peachy Road shows the City of Playford intent on city and precinct making, which makes the role extremely proud to be part of.

With a background in property, architecture, engineering, urban development, design, construction and infrastructure throughout Australia I feel as though I can significantly contribute to the City of Playford and that of the CDAP being a smart, connected, healthy, diverse liveable, sustainable and competitive council.

In demonstrating support to this claim.

- In more than a decade with AECOM, I have managed offices through Australia in a wide variety of areas including urban designers, master planners, engineers, landscape architects, project managers, cost consultants, accountants and support personnel. This background has also given me a great appreciation and exposure on the understanding of planning within Australia.
- Through my Board role with the Property Council of Australia I have made significant contributions in providing my expertise and strategic input to the Board and as well to the development of strategy and policy. This role has also required that I possess a close working relationship with a diverse range of stakeholders, as well as a strong networking ability with the various tiers of government and that of the private sector.
- Through my tutoring role at the University of South Australia within the School of Art and Architecture which has continued to develop my capability through my research to fulfil my role as a studio educator. This role has also significantly complemented my professional education in a Bachelor of Engineering.

With respect to the Property Council of Australia I have also contributed to two major events held in 2016 both with a planning focus.

In mid-2016 we undertook a study tour that took in the highlights and challenges of Victoria's corridor development with the understanding that the Victorian Government's Growth Corridor Plans has been recognized as best- practice within Australia. As well as contributing to the event I also attended the study tour which comprised some 18 delegates including the Minister for Transport and Infrastructure, Minister for Housing and Urban Development, Honourable Stephen Mullighan.

In later 2016 I also heavily contributed to the Property Council of Australia's inaugural Cities Summit. The Cities Summit also discussed much of today's planning as well as state government policy and frame work in the understanding that cities can drive innovation in the knowledge economy through urban infrastructure. Indeed this work links with the Playford Smart City platform.

In relation to these events I am also able to demonstrate taking strategies and frameworks from research and delivering those into simple operational speak via the public opinion pieces that I have written. I have included these links in my attached CV.

Through my wider Australian & New Zealand (ANZ) role I also believe I can contribute to the council and CDAP through the knowledge and understanding of the wider Australian market. I am able to bring those experiences and learnings from interstate to the council to ensure we have a broader context to the issues we face in South Australia and within the City of Playford.

I am genuinely interested in ensuring South Australia is a great place to live, work and play and it is this strong belief which has raised my interest to nominate for the CDAP as an independent member.

As mentioned above attached is my CV for your information in consideration of this nomination. I believe my CV demonstrates other experiences which supports my Expression of Interest and showcases how I can contribute.

Gary, I welcome a meeting or discussion should you require me to elaborate on any part of this in further detail to enable me to be a successful applicant.

Kind Regards,



Mark Stefanec

EXECUTIVE SUMMARY

Director with experience in management and consultancy in property, urban development, construction and infrastructure throughout Australia.

Elected as Division Councillor to the Property Council of Australia South Australia Executive Board in 2015 and re-elected 2017. Elected to Fellow for Engineers Australia in 2012.

Studio Educator at the University of South Australia within the School of Art and Architecture.

Experienced in property, infrastructure, management, finance, contracts, business development, leadership, organizational development and liaising with a diverse range of stakeholders and professionals in a range of organisations within government and the private sector.

Currently working for a Fortune 500 company, listed on the NYSE and experienced in managing multiple states in engineering, planning, economics, cost consultancy and project management.

Track record in managing offices throughout Australia and achieving results. Ability to quickly learn and analyse external markets, staff, customers, stakeholders and office needs and apply quick strategic thinking and adapt to change.

Commenced a Diploma in Marketing due to self and business interest and a desire to develop another skill set to add to my original choice of study in engineering. This study was placed on hold due to relocations throughout Australia.

Formerly a committee member for Committee for Perth WA, Consult Australia ACT, Property Council of Australia SA, SA Great's Expose SA.

Resided on the selection panel for National Association Women in Construction (NAWIC) in 2009 and for the Young South Australian of the Year 2007 and 2008.

Previous achievements also include residing on the Australian National University's CECS Consultative Advisory Board, providing governance and strategic advice to the ANU's College of Engineering

CAREER SUMMARY

AECOM (February 2006 - CURRENT)

Director Property ANZ; January 2016 – Current

Managing AECOM Major Property Pursuits across the Australian and New Zealand regions.

Location - Adelaide

Director and Manager Buildings + Places SA; July 2014 – Current

Due to a young family have relocated back to South Australia.

Managing Urban Design, Urban Development, Building Engineering, Project Management and Cost

Consulting within South Australia

Location - Adelaide

Director and Manager Buildings + Places WA, SA, NT; March 2013 – July 2014

Location – Perth

Director and Manager Building Engineering ACT; March 2010 – March 2013

Location – Canberra

Business Development Director SA; Dec 2008 – April 2010

Technical Director VIC/SA

Location - Adelaide

Associate Director SA; February 2006 – Dec 2008

Location - Adelaide

Property Council of Australia (February 2015 - CURRENT)

Board Member (Division Councillor)

University of South Australia (Current)

Tutor, Studio Educator

Australian National University (2012 - 2014)

Board Member, College of Engineering and Computer Science

Various (2006 - 1994)

Consultancy in the property sector.

EDUCATION & QUALIFICATIONS

Fellow (2012)

Engineers Australia

Certificate IV in Marketing (2009 – Current)

Leading to an Associate Diploma in Marketing

Adelaide TAFE

AECOM Contracts Training (2013 & 2014)

Project Director contract training

Managing AECOM Projects (2007 & 2010)

Project manager and director training for delivery of projects

Green Star Accredited Professional (2004)

Green Building Council of Australia

Proposing to Win (2004)

Lore International Institute Proposal Faculty

Bachelor of Mechanical Engineering (1997)

University of Adelaide

BOARDS, COMMITTEES & ASSOCIATIONS

Property Council of Australia (February 2015 – CURRENT)

Division Councillor

Engineers Australia (1998 – Present)

Fellow

Committee for Perth (2013 – 2014)

Committee Member, reshaping team

Australian National University (2012 – 2013)

College of Engineering and Computer Science - Consultative Advisory Board

Consult Australia, ACT Chapter (2010 – 2013)

Committee Member

Consult Australia, ACT Buildings Chapter (2010 – 2013)

Chair

National Association Women in Construction, NAWIC (2009)

Selection Panel for Crystal Vision Award 2009

Selection Panel for Contribution to Sustainably Award 2009

SA Great (2004 – 2009)

ExposeSA committee member

Selection panel for Young South Australian of the Year 2007 and 2008

Property Council of Australia (2007 – 2009)

Economic Development and Infrastructure Committee - Committee Member

Property Council of Australia (2002 – 2007)

Sustainability Committee - Committee Member

OPINION PIECES

My current opinion pieces comprise the following

8 lessons Victoria can teach us about good corridor development

<https://www.linkedin.com/pulse/8-lessons-victoria-can-teach-us-good-corridor-mark-stefanac?trk=mp-reader-card>

3 reasons why vertical schools are on the up

<https://www.linkedin.com/pulse/3-reasons-why-vertical-schools-up-mark-stefanac?trk=mp-reader-card>

Sky's the limit for Vertical Schools

<https://www.linkedin.com/pulse/skys-limit-vertical-schools-mark-stefanac?trk=mp-reader-card>

Adelaide – the greatest place to live 2025

<https://www.linkedin.com/pulse/adelaide-greatest-place-live-2025-mark-stefanac?trk=mp-reader-card>

Urban Design Arrives in Adelaide

<https://www.linkedin.com/pulse/urban-design-comes-adelaide-mark-stefanac>

CONTACT DETAILS

Work Email [REDACTED]

Personnel Email [REDACTED]

Phone (Mobile) [REDACTED]

REFEREES

Mr Daniel Gannon

- Phone [REDACTED]
- Executive Director, Property Council of Australia

Mr Bob Boorman

- Phone [REDACTED]
- Principal Bob Boorman and Associates
- Board Director, Renewal SA

Mr Michael Luchich

- Phone [REDACTED]
- CEO, South Australian Tertiary Admissions Centre
- Chairman, Country Arts South Australia
- Board Director, Regional Arts Australia
- Board Director, ACH Group

Nathan Cunningham RPIA

6 April 2017

City of Playford Development Assessment Panel
Attn: Gary Brinkworth – Manager Planning Services
By email...

Expression of Interest – Development Assessment Panel Membership

It is with great enthusiasm that I offer my services to the vacant position on City of Playford's Development Assessment Panel (DAP). In terms of meeting the suitability criteria, I am a Qualified Urban & Regional Planner (Ba.URP) with Registered Planner credentials and am a longstanding Member of the Planning Institute of Australia (now SA Division Committee Member). I possess vast experience in planning and local government across greater Adelaide, including many years at a growing part of the northern urban fringe. My specialities cover development assessment, strategic planning, placemaking as well as community development and social planning which is complemented by my considerable experience with DAPs.

In reading the advertisement, I was drawn to the specific skill set desired as I see the blend of my own skills and experiences as meeting your needs. I believe my strong knowledge and experience in planning throughout Greater Adelaide together with my vast experience in DAP's will be of value to the Council, its DAP, its community and its business/ development sector. In a work sense and through much of the last decade at both Light Regional Council and now at City of Prospect I have coordinated and managed their DAP's. Of even greater relevance has been the 6 years I spent as Deputy Presiding Member of the City of West Torrens DAP and more recently, the 2 years as an Independent Member of City of Charles Sturt DAP. In my time spent on DAPs I aim to demonstrate preparedness through devoting the time for reading and site visits ahead of the meetings so I am armed with a considered, professional and balanced point of view. I attend each meeting with a willingness to contribute and to respectfully listen to the debate; including the perspectives of representors. I take care and pride in presenting my point of view on all items brought to the DAP in a consistent and professional manner.

Since graduating from UniSA in 2001 with a Degree in Urban and Regional Planning, I have dedicated myself to both statutory and strategic planning within government. As a professional planner, I am well versed in reading and interpreting planning policy, I understand the strategic direction of the State as articulated through its 30yr Plan for Greater Adelaide (updated 2016) and can appreciate how this influences the City's direction outlined in its Development Plan. I am familiar with some of the issues and challenges facing City of Playford with the decline in manufacturing, but I see a great focus on developing the economy through a smart city/ intelligent (and connected) community focus. This growth can flow through into the types of developments we will see on the DAP and I can offer skills and experience in relation to developments in Centres, residential infill and mixed-use proposals as well as large scale industrial developments and greenfield land divisions. Through my time at Light Regional Council, I led the department responsible for the assessment and oversight of major land divisions (several hundred allotments) in Freeling, Kapunda and Roseworthy. I see this experience as being of great value.

In both my role at Light Council and now at City of Prospect, I lead a department responsible for all elements of planning (strategic and statutory) as well as building code assessment and the engineering/ infrastructure assessment. I possess vast practical experience of the DA process (including complex land divisions involving staged release and off-site infrastructure agreements) and have worked with Development Plans and within the Development Act framework for 16 years. My strong understanding of the overall planning system (including the impact of decisions on various stakeholders and the judicial process) ensures I am suitably qualified and experienced to offer my services to your great City.

I am confident in my ability to carry out the duties required by an independent member with the utmost professionalism and am well versed with codes of conduct and formal meeting procedures which I believe I have consistently demonstrated throughout my career and through my terms on various DAPs.

To sum up, I seek appointment to the Independent Member position of the DAP and I can demonstrate;

- Relevant tertiary qualifications in urban and regional planning,
- Significant relevant experience and expertise with 16 years of professional and practical planning experience (both statutory and strategic) throughout two tiers of government and across Greater Adelaide (including at the urban fringe),
- Extensive experience with the role and function of DAP's both from the Council perspective and as a long-standing independent panel member across two Councils,
- Sound knowledge of the challenges being faced in City of Playford, including those associated with growth and large greenfield land divisions,
- Experience in chairing DAP's and other formal meetings as well as facilitating various discussion forums in a Local Government context,
- A reputation for being results-driven, pragmatic and solution-focussed, and
- The drive to provide my services to your city, a Council area I would like to assist in its transition and to help it realise its vision as a strong and vibrant northern economic centre.

I will strive to achieve the right results and positive development outcomes for the City. I feel I offer skills and experience that are of value and I have an appetite to provide my services. I possess a great combination of relevant qualifications and extensive experience in development assessment and policy making, which together with my interest in the positive growth of the northern suburbs (and Greater Adelaide in general), makes me a suitable candidate.

I look forward to hearing from you in regards to this expression of interest.

Yours sincerely,



Nathan Cunningham.
Ba.URP, RPIA

CURRICULUM VITAE - NATHAN CUNNINGHAM BA URP – RPIA

A strong and experienced government executive, known for commitment, results, authentic leadership and broad positive relationships.

**HIGHER EDUCATION BACKGROUND****Graduate Diploma in Leadership & Management 2017 (commenced)**

Australian Institute of Management

Registered Planner (RP) Certification 2016 (Elevation from Certified Practicing Planner status 2007) Planning Institute of Australia & Chifley Business School**Australian Applied Management – Leadership – National Scholarship Recipient 2015-2016**

Australian School of Applied Management

Graduate Certificate in Management (partial) undertaken through LRC 2011-2013

Australian Institute of Business. Work Applied Learning/ Leadership program, concluding with presentation to Global Work Applied Learning Conference 2013.

Bachelor of Urban and Regional Planning 1998-2001

UniSA

COMMITTEE REPRESENTATION & PROFESSIONAL AFFILIATIONS

Planning Institute of Australia (SA Division) 2016 - Present - Committee Member

City of Charles Sturt – Development Assessment Panel 2 015 – Present - Independent Member

Holdfast Shores Precinct Glenelg Community Corp. 2007 – 2016 (9 annual terms) - Presiding Officer

DAC – Inner Rim Committee 2014 –2016 - Committee Member Appointed by Minister John Rau MP.

City of West Torrens – Development Assessment Panel 2009 – 2015 (3 terms) - Deputy Presiding Member

City of Prospect – Community Panel 2012 –2014 - Community Panel Member

Kensington Gardens Lawn Tennis Club 2012-2014 - Committee Member

Country Planning Officers Group SA 2009 - 2014 (3 terms) - Vice-President & Treasurer

Member – LG Professionals (including General Managers/ Directors Network) 2011 – present

Member – Planning Institute of Australia (CPP status from 2007, now RP status) 1998 - present

Member – Property Council of Australia 2010 - present

Member – Australian Institute of Urban Studies 2011 – 2013

Mentor for Young Planners in SA – Planning Institute of Australia Annual Mentor Program 2009 - 2012

Member – Urban Development Institute of Australia 2009 – 2012 (Incl. 2010 State Congress Presentation)

ACCREDITATIONS, AWARDS AND TRAINING

Planning Institute of Australia SA Award Winner 2015

Public Engagement and Consultation Award – Prospect Memorial Gardens Playspace

Local Government Professionals Awards Winner 2014 & 2015

Zero waste approach to Council events – Tourrific Prospect - 2015

Gawler Water Re-Use Project (Commonwealth Funded Regional Initiative driven by LRC) - 2014

Leadership Team Building for Executive Management 2014

MIBIAL TILLS Business Services & John Peake Consulting

United Executive Leadership & Team Culture 2013

Think 'One Team' International for Executives

Media skills training, public relations and management 2012

Ball Public Relations program for Executive staff of government

Creating a positive workplace culture 2010

Proteus Leadership

Contract Management & Project Management – Major & Minor Projects 2008

Local Government Association SA in association with Norman Waterhouse Lawyers

Local Government Management Association 2005

Management Challenge Team Member City of West Torrens

EMPLOYMENT HISTORY

Director – Community and Planning

City of Prospect 2014 - Present

Executive leadership of the Council, responsible for driving change and strategic outcomes by implementing direction of the Council through effective leadership across;

- **Community Development** – Consultation & engagement activities (PIA Award). Management of community halls, youth development and aged care programs.
- **Strategic & Statutory Planning** – Delivery of 4 year Strategic Plan (strong Elected Member and Community engagement). Development Plan Amendments (DPA's) as well as all Planning & Building assessment, coordination of Council's DAP and enforcement activities to preserve and enhance the amenity of the City.
- **Library & Digital Hub** – Operations of Library services incl. outreach programs. Planning for future services for a new facility to be delivered in 2019. Understanding community need and trends. Improving digital literacy and capitalising on the local NBN advantage.

- **Arts, Gallery & Events** – Delivery of public art strategies and annual projects in the public realm. Fostering an environment rich with art experiences. Various scale public events including the marquee Tourrific Prospect Street Party event (part of Santos Tour Down Under).

General Manager - Strategy, Projects & Engineering

Light Regional Council 2007 – 2014

Reporting direct to the CEO, providing executive leadership of the Council covering;

- **Strategic & Statutory Planning** - Council's 4yr Strategic Plan (Elected Member and Community engagement). DPAs, planning, building, engineering and enforcement activities. Negotiating infrastructure agreements and asset handover plus the coordination of Council's DAP.
- **Community Development** – Shared services arrangement to deliver community engagement, empowerment, youth development, crime prevention projects and aged care. Design, engagement and delivery of a new Community Centre (Commonwealth funding partner) in Hewett with an ongoing management framework to minimise Council's operational costs.
- **Project Delivery and Engineering** - Empowering staff and facilitating a motivated goal-focussed environment. Delivery of Infrastructure strategies and Project Management for various projects including programming the Annual Capital Works.
- **Partnered Projects** - Actively seeking, securing and delivering external grant funding projects. My department attracted in excess of \$20 Million in grants over my last 3 years to deliver various projects for considerable community benefit including; Gawler Water Re-Use \$10.7M (LGMA Award Winner 2014), Hewett Community Centre \$5M (Commonwealth Nation Building), Cities & Towns Stormwater Re-use project \$990K (State Stormwater Management Authority), Kingsford Industrial Estate infrastructure grant supporting B-Double movements \$900K (Regional Development Infrastructure Fund), Local Shared Use path networks \$800K, Freeling Main Street urban design public realm upgrade \$950K plus PLEC contribution for undergrounding powerlines (Places for People fund) and Kapunda Mine Site upgrade \$250K (SA Tourism).
- **Environment** –Food premises inspections, community health assessments and vaccinations. Biodiversity, energy efficiency and climate change adaptation projects.
- **Tourism & Economic Development** - Projects for the benefits of the Barossa region at a large scale (linked to SA Tourism strategies) as well as activation strategies at the local township level.
- **Customer Service** – Management of Office customer service teams covering Front Counter enquiries, Payments and all phone enquiries to the Council. Desktop mapping services provided to internal/ external stakeholders. Leadership of the Corporate Branding/ Style Team and Regulatory Services (General Inspectors) who embraced an 'educate before expiate' approach.

Principal Planner - Development & Environmental Services Department

Light Regional Council 2006 – 2007

- Leadership and mentoring of strategic and statutory planning team.
- Assessment of significant and complex development involving off-site infrastructure upgrades.
- Coordination of Council's DAP.
- Preparation of strategic vision documents aligning Council policy/ strategy with State direction.
- Undertaking DPA process to ensure effective planning outcomes for the region.

- Management of contracted capital projects such as urban design upgrades for town centres and major civil works such as bridge/ road/ intersection upgrades.
- Community engagement activities with a focus on ensuring broad input into policy.
- Providing expert planning advice and service to Elected Members and into the ERD Court.

Development Officer – Planning - Strategy, Planning & Policy Department**City of West Torrens 2003 – 2006**

- Senior level Development Assessment and contribution to planning policy.
- Customer service and planning advice to various stakeholders including Elected Members.
- Preparing DAP and Delegated Assessment reports and representing Council in the ERD Court.
- Using time management and conflict negotiation skills to achieve positive outcomes.
- Leading process related efficiency improvements within the team.

Planning Officer - Development Assessment Branch**City of Tea Tree Gully 2002 – 2003**

- Development Assessment and contribution to achievement of team targets.
- Customer service via phone, email and front counter.
- Developing systemised time management goals to improve individual and team processes.
- Report writing and presentations to management and to the Development Assessment Panel.
- Exposure to local government's role in the planning system and to ERD Court processes.

Planning Officer – Graduate (Contract) - Development Assessment Branch**Planning SA (DTUPA) 2001 –2002**

- Development Assessment - both Metro and Country regions, reporting and presenting to DAC.
- Undertaking public notification, processing and support for senior planners.
- Part of internal project team to deliver EDALA (Electronic Land Division) system across the State.
- Developing knowledge of State Government and its role in the planning system.

REFEREES

Relevant DAP referees available on request

Sasha Radenovic



14 April 2017

Attn: Gary Brinkworth
Manager, Planning Services
City of Playford
gbrinkworth@playford.sa.gov.au

Dear Sir,

RE: Expressions of Interest – Playford Council Development Assessment Panel (CDAP)

I would like to submit my expression of interest for the position of Independent Member at the City of Playford Development Assessment Panel.

For the last twelve years I have worked in the built environment industry as a design & project architect, urban planner and urban designer for medium sized national design practices in Sydney and Adelaide. Over this time, I have gained invaluable industry experience. I am currently employed as a senior architect and urban designer in Adelaide. I have attained Bachelor of Architecture (Hons 1st Class UniSA) and a Masters of Planning (UNSW).

I have a passion for high quality outcomes for the City of Playford, its community, businesses and the built environment as a whole. My breadth of experience spans commercial, retail, multi-storey residential, public architecture, defence, urban design and planning projects. As an Architect, I have been responsible for the design & delivery of projects ranging in value from \$80,000 to \$410M. As an Urban Designer and Planner, I have worked on numerous greenfields and brownfields developments, new communities, town centres and highest & best use explorations.

My experience, qualifications and skills gained as an architect, planner and urban designer give me a great understanding of the Development Act 1993, Playford Council Development Plan, the development process and associated disciplines. This enables me to be an informed and effective independent member of the City of Playford Development Assessment Panel. Over the last 15 years, I have developed a personal and professional connection and understanding of the City, its community, facilities, built environment, economic and social profiles.

I believe my experience, skills and passion would be an asset to the City of Playford and I would be honoured to be able to contribute to its future. Should you have any questions, please do not hesitate to contact me. I look forward to hearing from you.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Sasha Radenovic'.

Sasha Radenovic

Encl – Expression of Interest and Curriculum Vitae

QUALIFICATIONS

- Bachelor of Architecture (Hons 1st Class) at the University of South Australia
- Registered Architect NSW (Architect No 8400) and active member of the Australian institute of Architects
- Masters of Planning at the University of New South Wales
- Winner of multiple South Australian State Architecture Awards and academic achievements at the University of New South Wales and the University of South Australia

EMPLOYMENT BACKGROUND

I have 12 years experience in the architectural and development industry, with local and interstate experience including projects completed in South Australia, Victoria, New South Wales and Western Australia. Between 2010 and 2014, I resided in Sydney to expand my professional opportunities and broaden my horizons. I have now returned to Adelaide to raise our new family.

Employment History;

2017-	COX Architecture – Senior Architect
2014-2017	Hames Sharley (Adelaide) – Associate: Architecture and Urban Design
2013-2014	Gray Puksand (Sydney) – Senior Architect
2005-2013	Hames Sharley (Sydney and Adelaide) - Design Architect and Urban Designer
2006-2009	University of South Australia (Adelaide) - Design Studio Tutor

My current and past professional responsibilities include(d);

- Sketch Design, Design Development, Design Documentation in both Architecture and Urban Design
- Interpretation of SA Development Plans, Development Act 1993, Planning Policy Guides, The South Australian Housing Code, 30 Year Plan for Greater Adelaide and South Australian Strategic Plan
- Interpretation and application of NSW EP&A Act 1979, State Environmental Planning Policies including SEPP 65 (Design Quality of Residential Flat Buildings), Local Environmental Plans, Local Development Control Plans, S94 Contributions (Developer contributions)
- Composition of P.O.Ds, design guidelines for future developments including town centres, residential and commercial subdivision
- Design of greenfield and brownfields subdivision, intensification, re-zoning and renewal
- Contract Administration of Client / Architect Agreement and Client / Contractor Agreement
- Written, Audio Visual and/or Verbal presentations & submissions to Local Government and Commonwealth Government representatives

EXPERIENCE

Through professional experience as a practicing architect, urban planner and urban designer over the last 12 years, I have gained;

- A thorough understanding of the development process within South Australia
- Intimate knowledge of the Development Act 1993, Playford Council Development Plan, Strategic Plan 2016-2020 and other City of Playford management plans / strategic documents
- Comparative knowledge of other South Australian Greater Metropolitan Adelaide Development Plans, State Government's 30 Year Plan for Greater Adelaide, State strategic plans and interstate (NSW and QLD development plans)
- Diverse methodologies and design approaches to small and large scale development, sub-division and renewal

More specifically, working professionally with local government on projects (the City of Adelaide, The City of Salisbury and the City of Tea Tree Gully) have given me an understanding of the South Australian Local Government Structure and responsibilities.

My interstate professional experience, studies, residing in Sydney and active / past projects in other states and territories of Australia have given me;

- A comparative understanding of interstate development processes and criteria
- Understanding of development trends and issues of other Australian states and cities

My knowledge and understanding extends past architecture and includes urban design, planning, building and development industry processes. As a design professional, I have worked with numerous specialists and consultants including heritage, environmental, landscape, economists, strategic planners and engineers. Each of these disciplines taught me to appreciate the complexity of each decision and the potential major flow on effects from seemingly minor items.

I have worked on a number of sub-division and multi-residential projects of both low, medium and high density configurations in South Australia and interstate. Notably this includes plans of development for new townships (Ecco Ripley, Molonglo), setting design principles to guide future development. My experience also includes land subdivision, change of use (rural to residential / commercial and commercial / industrial to residential), brownfields development and intensification of existing land uses.

As noted in my Employment Background, I am proficient in the use of SEPP 65 and the Residential Design Code, a tool developed and legislated in New South Wales but referred to by developers and encouraged by local governments around Australia including the City of Adelaide and ODASA.

As a project leader, I have been responsible for the delivery of both minor and major projects throughout Adelaide and Australia. I have intimate knowledge of all typologies and scales of development including rezoning, subdivision, urban design, residential, multi residential, commercial, defence, retail, education and health.

Skillsets relevant to DAP

The professional environment has developed my skills and abilities to;

- be thorough and diligent
- deduce relevant facts and make decisions in complex situations
- Look at both the detail as well as the big picture
- Locate / find information and resources if I do not have them to enable a complete assessment

Industry experience working on a large variety of projects with multiple stakeholders has instilled a collaborative approach to all decisions.

My architectural / planning background gives me the ability to read and immediately understand all aspects of submitted development applications including;

- drawings
- diagrams
- proposed finishes
- written submitted materials

My diverse skillset and experience have given me first-hand experience in the fields of town planning, architecture, urban design, social geography, heritage conservation and landscape architecture. Further to this and also relevant to the Development Assessment Panel, I have experience in residential sub-division and city-making in both greenfields and brownfields sites. Through the Planning degree and subsequent practice, I have a good understanding of environmental planning, economic planning, environment & planning law.

I have intimate knowledge of the South Australian development process from both the planning assessment and design submission side, enabling for a more effective interpretation of the Plan and relevant criteria. I have theoretical and practical knowledge of the processes involved in assessing development applications. To further gain an understanding of DAP processes and meeting procedures, I attended a number of DAP meetings around Adelaide over the last several months.

Finally, I bring independence to the panel. I do not presently work nor live in the City of Playford, nor do I have any financial interests in the local government area. This enables me to approach each matter free of prejudice or interest in the outcome resulting in a completely unbiased and independent opinion.

City of Playford Knowledge

Playford Council forms the northern part of Greater Adelaide. The LGA is a combination of open space, primary agricultural / horticultural, residential and employment lands, with Elizabeth forming a Regional Activity Centre.

The LGA has experienced significant growth rates higher than the state average. The demographic profile shows the LGA has a more diverse and younger population than the state average. The LGA is the most disadvantaged within the Greater Metropolitan Adelaide, with below median income when compared to the state average. However it also has lower than median housing costs.

My understanding of major goals and challenges to the City of Playford are as follows;

- Protection and enhancement of the quality of lifestyle, pride and community enjoyed by residents
- Transformation from a reliance on manufacturing to a smart city, with Elizabeth becoming a CBD of the north
- Management of new development to ensure overall financial, social and environmental sustainability is positive.
- securing Playford's future by building social and economic capabilities, improvement and support of existing local economy, advocacy for local employment and tertiary education

From a more personal perspective, I have been involved with a number of projects within the Playford LGA – including the first stage of the Aquadome development and land development studies around the northern expressway. I also have family and friends residing and working in the LGA. Over the last nearly two decades, I witnessed the numerous positive physical and social changes within the council. I am grateful to have made so many happy memories here and would be honoured to be able to give something back.

hello,

I'd like to thank you for taking the time to read through my resume.

Im applying for any position within the playford council i have family who work within our council and id love to work for our council.

My name is Wayne Harvey im a 28 year old father of 3 who is determined and committed to creating a beautiful future for my children.

If given the opportunity to join your company i will 100 percent commit and give my all to your company to be a successful and valued employee.

Im motivated and i have a very strong can do attitude.

I look forward to hearing back from you should you feel i fulfill the requirements of becoming a member of your buisness.

kind regards Wayne Harvey

WAYNE HARVEY



KEY ATTRIBUTES:

Safety & Awareness- Ability to perform required roles whilst maintaining and upholding a strict level of safety and taking appropriate steps to report, acquit or take action to prevent potentially hazardous situations.

Communication & Impersonal Skills- I have extremely good people skills and understand what it takes to solve situations and get the best outcome to any situation im put in, I have the ability to sit and talk and be patient with any person .

Adaptability- Im a quick learner an can adapt to my working environment in a quick and professional manner, I have the skills to pick up new things and be able to use them to my advantage very quickly.

AREAS OF KNOWLEDE

- Ability to adapt and learn new skills quickly and efficiently
- On the job instruction and training
- Customer service and interpersonal skills
- Time management
- Operational safety understanding and compliance
- Learning, using and training in new technology/procedures
- Opening and closing of work shop
- Daily customer service and community liaison

PROFESSIONAL EXPERIENCE

KJM CONTRACTORS: 19/3/2012 to 5/5/2014

- Strong emphasis on safety, from servicing trucks, trailers, dollys.
- 12 hour shifts working repeatedly in hot conditions.

- Cleaning and insuring we have a safe work place for everyone.
- Driving to other business's to collect and drop parts off.

Prior to working along side KJM CONTRACTORS I worked for Northpoint Toyota for 6 years.

PA PLUMBING: 5/3/2015 current

- Driving a hydro truck. (HR).
- Underground instalation pipe work (NBN).
- cleaning of sites.
- road saftey managemant.
- landscaping and concreting.

EDUCATION & CREDINTIALS

Completed year 11 smithfield plains high school

Certificate 1 and 2 in landscaping

Insurance brokers certificate through contact 121

Construction White card

railway certificate

nbn awareness cert

senior first aid

child clearence

Manual HR licence

RSA

cert 2 and 3 in security (waiting on licence from consumer services)

traffic management (WTZM)

REFEREES

Rick stubbs [REDACTED]

C. COUNCIL/COMMITTEE TO DECIDE HOW LONG ITEM 18.2 IS TO BE KEPT IN CONFIDENCE

Purpose

To resolve how long agenda item 18.2 is to be kept confidential.

STAFF RECOMMENDATION

Pursuant to Section 90(2) and Section 91(7) of the Local Government Act 1999, the Council orders that the following aspects of Item 18.2 be kept confidential in accordance with Council's reasons to deal with this item in confidence pursuant to Section 90 (3) (a) of the Local Government Act 1999:

- Attachment(s) for Item 18.2

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.