



CITY PLANNING, DEVELOPMENT AND BUSINESS AFFAIRS COMMITTEE AGENDA & REPORTS

for the meeting

Tuesday, 5 March 2024
at 7.00 pm

in the Colonel Light Room, Adelaide Town Hall

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Members – The Right Honourable the Lord Mayor, Dr Jane Lomax-Smith
Councillor Noon (Chair)
Councillor Martin (Deputy Chair)
Councillors Abrahamzadeh, Couros, Davis, Elliott, Giles, Hou, Li, Dr Siebentritt and Snape

1. Acknowledgement of Country

At the opening of the City Planning, Development and Business Affairs Committee meeting, the Chair will state:

‘Council acknowledges that we are meeting on traditional Country of the Kurna people of the Adelaide Plains and pays respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kurna people living today.

And we also extend that respect to other Aboriginal Language Groups and other First Nations who are present today.’

2. Apologies and Leave of Absence

Nil

3. Confirmation of Minutes - 6/2/2024

That the Minutes of the meeting of the City Planning, Development and Business Affairs held on 6 February 2024, be taken as read and be confirmed as an accurate record of proceedings.

View public 6 February 2024 Minutes [here](#).

4. Declaration of Conflict of Interest

5. Deputations

6. Workshops

Nil

7. Reports for Recommendation to Council

7.1	City Plan - Adelaide 2036 Project Update	4 - 7
7.2	Council Assessment Panel - Annual Report 2023	8 - 20
7.3	Draft Guidelines for Kerbside Waste Management Services	21 - 61
7.4	Committee Update on the World Heritage Listing for the Adelaide Park Lands and Rural Settlement Landscapes	62 - 66

8. Reports for Noting

Nil

9.	Exclusion of the Public	67 - 71
	<p>In accordance with sections 90(2), (3) and (7) of the <i>Local Government Act 1999 (SA)</i> the City Planning, Development and Business Affairs will consider whether to discuss in confidence the reports contained within section 10 of this Agenda.</p>	
10.	Confidential Reports for Recommendation to Council	
10.1	Draft Adelaide Park Lands Management Strategy (APLMS) [s 90(3) (j)]	72 - 246
10.2	Future Living Code Amendment [s 90(3) (m)]	247 - 253
10.3	Code Amendment - Adult Entertainment and Adult Products and Services Premises [s 90(3) (m)]	254 - 337
11.	Closure	

City Plan – Adelaide 2036 - Project Update

Strategic Alignment - Our Places

Public

Tuesday, 5 March 2024

City Planning, Development and Business Affairs Committee

Program Contact:

Sarah Gilmour, Associate Director Park Lands, Policy & Sustainability

Approving Officer:

Iliia Houridis, Director City Shaping

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with information about the continuing development of City Plan – Adelaide 2036 including where Council can access information on progress and the approach to stakeholder and community engagement and key dates to deliver the final City Plan by June 2024.

In 2023 the focus of the City Plan project was developing an evidence base through the creation of the City Plan digital tool, accessibility metrics, and future development scenarios. This body of work was developed with input from Council, the City of Adelaide (CoA) Strategic Plan 2024-2028 and targeted stakeholder engagement. The Stage 1 and 2 report was finalised in October 2023.

In 2024 the focus is to create a place-based response to achieving the target population of 50,000 residents by 2036. This work is building on the key themes from the City Plan studio engagement plus key strategic documents including the Strategic Plan 2024-2028, Housing Strategy – *Investing in our Housing Future*, draft Integrated Climate Strategy, draft Economic Development Strategy (in progress), Urban Greening Strategy (in progress) and Integrated Transport Strategy (in progress).

The City Plan will meet the objectives of the Capital City Committee, as co-funder of the project, to inform a sub-regional plan of the Greater Adelaide Regional Plan. The milestones outlined in this report are timed to present the City Plan to Council by 30 June 2024.

RECOMMENDATION

The following recommendation will be presented to Council on 12 March 2024 for consideration.

THAT THE CITY PLANNING, DEVELOPMENT AND BUSINESS AFFAIRS COMMITTEE RECOMMENDS TO COUNCIL

THAT COUNCIL

1. Notes the approach to provide regular updates on the City Plan project to 30 June 2024 via the Council Members portal.
-

IMPLICATIONS AND FINANCIALS

City of Adelaide 2024-2028 Strategic Plan	Strategic Alignment – Our Places Encourage bold, interesting and purposeful development
Policy	City Plan forms part of the City of Adelaide’s suite of Strategic Management Plans as outlined in the Strategic Plan 2024-2028. It is a recommendation in Council’s submission to the Greater Adelaide Regional Plan (GARP) discussion paper in November 2023 that the City Plan should be adopted as a sub-regional plan of the GARP.
Consultation	Community consultation will occur online and through in-person focus groups. Residents, workers, businesses and visitors will be invited to provide input into City Plan via the online mapping tool, small focus groups will build upon this feedback.
Resource	Not as a result of this report
Risk / Legal / Legislative	Not as a result of this report
Opportunities	The digital City Plan tool has commenced internal use as an analytical resource for assessments such as the electric vehicle roadmap, and options and impacts for Planning and Design Code policy through Council’s Code Amendment program. It is being used to house the City of Adelaide data relevant to the draft Adelaide Park Lands Management Strategy.
23/24 Budget Allocation	The 2023/24 annual budget includes a strategic project allocation of \$390,000 to deliver the City Plan by June 2024.
Proposed 24/25 Budget Allocation	Not as a result of this report
Life of Project, Service, Initiative or (Expectancy of) Asset	The City Plan is scheduled to be delivered by 30 June 2024 and has a 10-year planning focus.
23/24 Budget Reconsideration (if applicable)	Resourcing to manage additional data inputs to grow the City Plan digital tool is being managed within the Park Lands, Policy and Sustainability Program budget.
Ongoing Costs (eg maintenance cost)	Not as a result of this report
Other Funding Sources	City of Adelaide received \$200,000 in grant funding across two financial years for the project through the Capital City Committee which concludes on 30 June 2024.

DISCUSSION

Background

1. The City Plan is being prepared to facilitate and guide future growth and development in the City of Adelaide. The City Plan forms part of the City of Adelaide's suite of Strategic Management Plans as outlined in the City of Adelaide Strategic Plan 2024-2028. A key deliverable of City Plan is an investment prospectus.
2. City Plan Stage 1 (April 2023 – June 2023) incorporated and built on a significant body of existing research to create the evidence base for City Plan – *Adelaide 2036*. A draft digital tool was developed using over 400 data sets collected from the ABS Census and the City of Adelaide.
3. The datasets enabled detailed spatial analysis and modelling of the accessibility and walkability of the city considering key metrics for living in the city and climate scenarios.
4. City Plan Stage 2 (July 2023 – October 2023) involved targeted stakeholder engagement including the 'City Plan Studio' hosted from 1 to 15 September 2023. The studio engaged with 536 stakeholders from key industry, government, non-government and community groups. The engagement tested draft development and growth scenarios using the digital tool.
5. Six key themes arose from targeted engagement, as follows:
 - 5.1. Kaurna collaboration
 - 5.2. A Greener City
 - 5.3. Transit Focussed Growth
 - 5.4. A City of Neighbourhoods
 - 5.5. Enabling the Missing Middle
 - 5.6. Re-imagine the Western (City) Edge(s).
6. The Stage 1 and 2 report was completed in October 2023 and is the foundation for ongoing development of the City Plan.

City Plan Stage 3 (January 2024 – April 2024)

7. Stage 3 of City Plan involves refining development and growth scenarios from Stage 1 to prepare the draft City Plan. Stage 3 is being undertaken with support from consultants ARUP, URPS and Aboriginal Urban Design.
8. The outputs from City Plan Stages 1 and 2, along with relevant targets and actions from the City of Adelaide Strategic Plan 2024-2028 and Council's suite of strategies including the Housing Strategy, Homelessness Strategy, draft Integrated Climate Strategy, draft Economic Development Strategy, Urban Greening Strategy (in progress) and Integrated Transport Strategy (in progress), are informing the draft City Plan.
9. Stakeholder engagement activities are continuing for Stage 3 through a resident and business survey. Focus groups for residents, workers, businesses and visitors are being scheduled in April 2024 to validate the outcomes of the survey process.
10. Engagement in Stage 3 is seeking to inform Administration of broad views across our communities regarding local identities, neighbourhoods, growth opportunities, and expectations on amenities and infrastructure as the city continues to grow.

City Plan Stage 4 (April 2024 – June 2024)

11. The final City Plan is being prepared for 30 June 2024 and will:
 - 11.1. Respond to community inputs.
 - 11.2. Identify key drivers for economic growth, and recommendations on policy and overarching intervention measures underpinned by the six key themes.
 - 11.3. Deliver both the internal and externally facing City Plan digital tool.

Next Steps

12. Administration has established a City Plan project page on the [Council Members portal](#) to provide regular updates on progress with City Plan to 30 June 2024. The portal contains a link to the public facing digital tool, the outputs from Stage 1 and Stage 2, as well as background research and key investigations informing City Plan.

13. The table below outlines project milestones which will be updated via the portal as part of Stage 3 and Stage 4.

Date	Item	Purpose
1 March – 12 April 2024	Drop-pin survey	Community feedback for incorporation into City Plan
5 March 2024	Committee Meeting	City Plan project update including where Council can access information on progress and the approach to stakeholder and community engagement and key dates to deliver the final City Plan by June 2024
12 March 2024	Council Meeting	As above
2 April 2024	Committee Meeting	Draft City Plan for public consultation
9 April 2024	Council Meeting	Draft City Plan for public consultation
3 April – 12 April 2024	Resident Focus Groups	Local neighbourhood identity research for incorporation into City Plan
20 May 2024	Consultation Summary Report	Finalise consultation inputs and draft City Plan
4 June 2024	Committee Meeting	Present consultation findings together with final City Plan
June 2024	Council Meeting	Council decision on the City Plan

14. Council Members will receive fortnightly project status updates through E-news, and supporting materials will be available on the portal.
15. Council will have the opportunity to input into the draft City Plan in April 2024.
16. Presentation of a final draft City Plan is targeting presentation to Council in June 2024.
17. Additional engagement opportunities will be available in 2024 to support the finalisation and ongoing implementation of the City Plan, including:
- 17.1. Submission to the draft Greater Adelaide Regional Plan (tentatively scheduled for release by the State Government in late 2024).
 - 17.2. City of Adelaide Code Amendment program.
 - 17.3. Ongoing development of key City of Adelaide strategies (e.g. Integrated Transport Plan).
 - 17.4. Submission to key State strategies (such as the draft State Infrastructure Strategy tentatively scheduled for release in late 2024).

ATTACHMENTS

Nil

- END OF REPORT -

Council Assessment Panel - Annual Report 2023

Strategic Alignment - Our Places

Public

Tuesday, 5 March 2024

City Planning, Development and Business Affairs Committee

Program Contact:

Steve Zaluski, Associate Director
Regulatory Services

Approving Officer:

Ilia Houridis, Director City
Shaping

EXECUTIVE SUMMARY

The purpose of this report is to provide the Council Assessment Panel (CAP) Annual Report to the City Planning, Development and Business Affairs Committee.

The Council Assessment Panel Annual Report 2023 was endorsed by CAP on 29 January 2024.

A summary of overall development assessment performance for the City of Adelaide during 2023 compared to 2022 is also presented.

RECOMMENDATION

THAT THE CITY PLANNING, DEVELOPMENT AND BUSINESS AFFAIRS COMMITTEE RECOMMENDS TO COUNCIL

That Council:

1. Notes the Council Assessment Panel Annual Report 2023 contained in Attachment A to Item 7.2 on the Agenda for the meeting of the City Planning, Development and Business Affairs Committee held on 5 March 2024.
-

IMPLICATIONS AND FINANCIALS

City of Adelaide 2024-2028 Strategic Plan	Strategic Alignment – Our Places Reduce red tape and streamline processes.
Policy	Not as a result of this report
Consultation	Not as a result of this report
Resource	Not as a result of this report
Risk / Legal / Legislative	While there is no legislated requirement for the CAP to provide an annual report to Council or Committee, it is considered beneficial to provide awareness and transparency.
Opportunities	Open, transparent and informed decision making.
23/24 Budget Allocation	Not as a result of this report
Proposed 24/25 Budget Allocation	Not as a result of this report
Life of Project, Service, Initiative or (Expectancy of) Asset	Not as a result of this report
23/24 Budget Reconsideration (if applicable)	Not as a result of this report
Ongoing Costs (eg maintenance cost)	Not as a result of this report
Other Funding Sources	Not as a result of this report

DISCUSSION

Background

1. The Council Assessment Panel (CAP) is established under section 83 of the *Planning, Development and Infrastructure Act 2016* (PDI Act). The CAP acts as the Relevant Authority for performance assessed development applications that require public notification in the City of Adelaide.
2. The CAP delegates the assessment of these applications to Council’s Assessment Manager when no speaking representations are received.
3. Development applications are assessed against the relevant provisions of the Planning and Design Code.

CAP Annual Report

4. The CAP Annual Report (Attachment A) provides an overview of the CAP workload and performance throughout 2023.
5. The Annual Report also includes additional commentary added by CAP.
6. The CAP endorsed the Annual Report 2023 for submission to Council at the 29 January 2024 meeting.
7. The report includes:
 - 7.1. Number of meetings held and cancelled.
 - 7.2. Panel Member attendance.
 - 7.3. Number of submitted development applications and associated development costs.
 - 7.4. Number of decisions made in accordance with Administration recommendations.
 - 7.5. Extent of public notification undertaken.
 - 7.6. Number of Court Appeals.
 - 7.7. Key Case Law updates relevant to CAP.
 - 7.8. Additional CAP commentary and advice to Council.

City of Adelaide Development Assessment Activity

8. In addition to the CAP Annual Report, this report provides summary information relating to development assessment activity within City of Adelaide more broadly.
9. Table 1 provides a summary of development applications received and processed in 2023, in comparison to 2022.

TABLE 1 – CITY OF ADELAIDE DEVELOPMENT APPLICATIONS				
Year	DAs Submitted	Development Cost	Average Assessment Time	Within Statutory Timeframe
2023	969	\$231.4 million	16.3 days	92.6%
2022	936	\$260.9 million	14.3 days	94.2%

10. Table 2 provides a summary of technical referral comments provided by Council Administration to the State Planning Commission, for development applications for which they are the Relevant Authority.

TABLE 2 – REFERRAL COMMENTS TO STATE PLANNING COMMISSION		
Year	DA Referral Comments	Development Cost
2023	42	\$1.4 billion
2022	57	\$810 million

11. Of the 704 development applications granted Development Approval in 2023, 351 (49.8%) notified Council that construction had commenced. This compares to 622 development applications granted Development Approval in 2022 and 382 (61.4%) notifying the commencement of construction. Not all builders/applicants notify Council of the commencement of construction, particularly for shop and office fit-outs.
12. The Development Assessment function is also responsible for undertaking 'Section 7 searches'. Section 7 searches are requested during the sale/purchase of properties. A total of 1,488 requests were processed in 2023 and 1,406 requests in 2022. All requests were process within the legislated 8 business day timeframe.

Legislative Updates and Council's Response to Planning Skills Shortage

13. On 26 May 2023, gazetted amendments to the PDI Regulations included requiring an applicant provide evidence that a strata or community corporation has authorised the carrying out of certain works before a development application for these works can be formally lodged.
14. This amendment positively responded to concerns included in Council's submission to the Planning System Implementation Review Expert Panel, endorsed by Council on 31 January 2023.
15. Between 26 May and 31 December 2023, Council received approximately 15 development applications requiring this evidence be provided. There have been two applications where the required evidence has not been provided, and therefore the applications have not proceeded to formal lodgement.
16. To help address the significant statewide shortage of planners, a Graduate Planner recently commenced in the Development Assessment team, as part of Council's Graduate Program endorsed in the 2023/24 Annual Business Plan and Budget.
17. In addition, the City of Adelaide will be participating in the 'Para-Planner Cadetship Program' recently launched by the State Government in January 2024 ([New cadet planning program to provide opportunities and address skills shortage | Premier of South Australia](#)).

ATTACHMENTS

Attachment A – Council Assessment Panel Annual Report 2023

- END OF REPORT -

CITY OF ADELAIDE
COUNCIL ASSESSMENT PANEL

Annual Report 2023

January 2024

ACKNOWLEDGEMENT OF COUNTRY

The City of Adelaide acknowledges that we are located on the traditional Country of the Kaurna people of the Adelaide Plains and pays respect to Elders past, present and emerging.

We recognise and respect their cultural heritage, beliefs and relationship with the land. We also extend that respect to visitors of other Aboriginal Language Groups and other First Nations.

DOCUMENT PROPERTIES

Contact for enquiries and proposed changes

If you have any questions regarding this document or if you have a suggestion for improvements, please contact:

Contact Officer: Seb Grose
Title: Manager, City Development
Program: Regulatory Services
Phone: (08) 8203 7195
Email: s.grose@cityofadelaide.com.au

Record Details

HPRM Reference: ACC2024/6908
HPRM Container: 2024/00038

Version History

Version	Revision Date	Revised By	Revision Description
Draft	6 November 2023	Seb Grose	Initial draft
Draft	11 January 2024	Seb Grose	Final draft
Draft	16 January 2024	Steve Zaluski	Review
Final	18 January 2024	Seb Grose	Final version to CAP
Final	29 January 2024	Seb Grose	Final version after CAP endorsement

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1. PURPOSE

The City of Adelaide Council Assessment Panel (CAP) has been established pursuant to section 82 and 83 of the *Planning, Development and Infrastructure Act 2016*.

The CAP is the relevant authority for granting of planning consent for performance assessed development applications that are publicly notified, subject to delegations.

This report provides an overview of the performance of CAP during 2023 in terms of attendance at meetings, the number and development value of applications determined, details relating to public notification, the number of appeals and key case law updates.

It should be noted some figures in this report rely on the PlanSA reporting system which is subject to ongoing improvements.

Attendance of Panel Members

At the end of 2023, nine meetings of the Panel had been held with three cancellations. The attendance record between 1 January 2023 and 31 December 2023 is provided as follows:

Panel Member	Meetings Held	Attended	Apology
Nathan Cunningham (Presiding Member)	9	9	-
Colleen Dunn	9	9	-
Emily Nankivell	9	5*	4
Mark Adcock	9	8	1
Professor Mads Gaardboe (Deputy Member)	6	6**	-
Councillor Martin (Council Member to 27 March 2023 meeting)	2	2***	-
Councillor Snape (Council Member from 29 May 2023 meeting)	6	6***	-
Councillor Noon (Deputy Council Member)	1	1**	-

* Emily Nankivell had reduced attendance due to personal leave for a portion of the year

** Professor Mads Gaardboe and Councillor Noon as Deputy Members had reduced attendance

*** Councillors Martin and Snape had reduced attendance due to a change in the Council Member in early 2023

2. PLANNING DECISIONS

Tables 2.1 and 2.2 refer to the number of development applications in 2023 compared with 2022 and 2021. The figures do not include development applications for which the State Planning Commission is the Relevant Authority (Schedule 6 and Section 131 applications).

At its meeting on 31 January 2022, the CAP determined to continue to assess development applications that were publicly notified with speaking representations. This is based on the model of delegations provided by the Local Government Association. If there are no speaking representations, the application is delegated to the Assessment Manager for a decision.

TABLE 2.1 – CITY OF ADELAIDE TOTAL DEVELOPMENT APPLICATIONS			
YEAR	DAs SUBMITTED	ASSESSMENT MANAGER DELEGATION	DEVELOPMENT COST
2021	992	454	\$178.76 million
2022	936	568	\$260.9 million
2023	969	650	\$231.4 million

- *Assessment Manager Delegation figures do not include development applications where either CAP or other Accredited Professionals were the Relevant Authority*

TABLE 2.2 – APPLICATIONS DETERMINED BY CAP				
YEAR	DAs ASSESSED	SUPPORT ADMINISTRATION RECOMMENDATION	AGAINST ADMINISTRATION RECOMMENDATION	DEVELOPMENT COST
2021	27	23 (all granted)	4 (2 granted & 2 refused)	\$45.63 million
2022	13	12 (11 granted & 1 refused)	1 (refused)	\$24.05 million
2023	18	15 (14 granted & 1 refused)	3 (1 granted & 2 refused)	\$29.75 million

3. PUBLIC NOTIFICATION

Table 3.1 refers to the level of public notification activity in 2023, compared with 2022 and 2021. The figures do not include development applications for which the State Planning Commission is the Relevant Authority (Schedule 6 and Section 131 applications).

TABLE 3.1 – PUBLIC NOTIFICATIONS				
YEAR	APPLICATIONS PUBLICLY NOTIFIED	REPRESENTATIONS RECEIVED FOR CAP APPLICATIONS	SPEAKING REPRESENTATIONS	DAs DETERMINED BY CAP
2021	41 (4.1% of all DAs submitted)	75	45	27
2022	33 (3.5% of all DAs submitted)	106	39	13
2023	32 (3.3% of all DAs submitted)	197	67	18

4. APPEALS INITIATED

Three development applications were refused by the Panel in 2023 and two of these applications were appealed by applicants as follows:

- 31 Mann Terrace, North Adelaide (DA 22034409)
Demolish rear portion of existing single storey dwelling and garage and construct two story rear addition and new garage
 - Compromise proposal accepted by CAP at 23 October 2023 meeting and granted planning consent on 6 November 2023.
- 76 South Terrace, Adelaide (DA 22034970)
Construct ten level mixed use building including rooftop terrace and plant
 - Compromise proposal accepted by CAP at 23 October 2023 meeting and granted planning consent on 21 December 2023.

5. KEY CASE LAW UPDATES

There were two judicial review findings in 2023 which are relevant for CAP and Council summarised below.

5.1 100 East Terrace, Adelaide – Judicial Review

On 30 May 2022 Council's Assessment Panel (CAP) granted planning consent for development application 21039762 at 100 East Terrace, Adelaide for a part change of use to function facility with associated construction of an outbuilding, carport and alterations and additions to the State Heritage Place.

On 28 November 2022 Rymill Park Apartments Pty Ltd instituted judicial review proceedings in the Supreme Court of South Australia seeking a review of the CAP decision and that the Court quash the planning consent. Rymill Park Apartments owns land approximately 53 metres north of Rymill House (100 East Terrace) and made a submission against the proposal when it was publicly notified and at the CAP meeting.

Rymill Park Apartments contended the Panel misdirected itself at law and/or proceeded in a way that was legally unreasonable or made a decision that was legally unreasonable.

The CAP was named as an Interested Party (as opposed to the Council). While it was not required to do so, the CAP engaged Counsel and filed a response to the contentions of Rymill Park Apartments in defence of the allegations.

The hearing was undertaken on 2 June 2023 and additional written submissions were filed in response to those made by the Rymill Park Apartments after the hearing in late June 2023.

On 21 July 2023, the judgment found the application for review should be dismissed and upheld the decision of the CAP. The judgment also referred to how the hierarchy introduced in the Code does not convert a planning authority's task into a mechanical exercise. Instead, it must interpret the Code, bring experience to bear on the likely effect of a development in a variety of respects and must undertake a weighing and balancing exercise guided by the Code.

5.2 Barossa Assessment Panel – Judicial Review

In October 2023 the *Geber Super Pty Ltd v The Barossa Assessment Panel* [2023] SASC 154 judgment provided important observations regarding application of the Planning and Design Code. The Supreme Court quashed the Panel's decision approving a proposed tourist accommodation development finding the proposal was seriously at variance with the Code and that the Panel had failed to genuinely consider this issue. This judgment made several observations regarding the interpretation of the Code as follows:

- Desired Outcomes assist in the interpretation of Performance Outcomes. They are not policies in their own right. Rather, they set a general policy agenda which informs Performance Outcomes
- Designated Performance Features assist in the interpretation of the Performance Outcomes, however they too are not policies in their own right
- If a Designated Performance Feature is met, this does not mean the corresponding Performance Outcome is necessarily met
- Conversely, if a Designated Performance Feature is not met, it does not mean the corresponding Performance Outcome is not met
- Assessment of a development proposal is not limited to the provisions of the Code provided by the PlanSA Portal.

In response to this judgment, changes have been made to Administration reports provided to CAP. Further guidance regarding this matter is expected to be provided in 2024 and updates will be implemented as required.

6. ANALYSIS AND ADVICE

The Panel is fulfilling its requirements set out in its Terms of Reference. The figures demonstrate the Panel undertook its obligations in an effective and efficient manner.

6.1 Analysis

There was a high level of participation from Panel members in 2023 with minimal apologies. An overall 45 attendances were required for Panel Members and there were five apologies.

The number of planning applications considered by the Panel increased between 2022 and 2023 from 13 to 18. This could be attributed to there being a higher number of commercial uses (particularly bars and restaurants) proposed at the interface between the Capital City Zone and neighbourhood-type zones (i.e. the City Living Zone) in 2023. This appears to be reflective of the continued and sustained re-generation of such activity following the easing of COVID-19 restrictions.

The number of development applications publicly notified reduced slightly from 33 in 2022 to 32 in 2023. Interestingly, the number of representations received was significantly higher in 2023 compared with 2022, increasing from 106 to 197. This reflects the broader approach to public notification since implementation of planning reforms in 2021, which allows any member of the public to provide feedback. The volume of representations in 2023 also relates to an increase in commercial use proposals adjacent the interface to neighbourhood-type zones, which often generate a higher level of interest and feedback from nearby stakeholders.

The consistency of the CAP supporting Administration recommendations was relatively high, at 83.3% in 2023.

The number of Appeals against CAP decisions is considered low, at only two in 2023.

6.2 CAP Advice to Council

At the 29 January 2024 CAP meeting the Panel advised the following:

- The Panel encourages Council to have the Schedule 6 development application threshold of \$10 million reconsidered and discussed.
- It is noted there have been several changes since the threshold was introduced, particularly regarding the composition of Panels.
- This should be discussed further with the State Government.

Draft Guidelines for Kerbside Waste Management Services

Strategic Alignment – Our Environment

Public

Tuesday, 5 March 2024
City Planning, Development and Business Affairs Committee

Program Contact:
Sarah Gilmour, Associate Director Park Lands, Policy & Sustainability

Approving Officer:
Ilia Houridis, Director City Shaping

EXECUTIVE SUMMARY

The purpose of this report is to present an enabling policy framework and operating guidelines for kerbside waste services to progress Council's target to increase residential kerbside waste diversion from landfill from 50% in 2020 to 80% by 2030, as set out in the City of Adelaide (CoA) Strategic Plan 2024-2028.

Council's draft Integrated Climate Strategy ([Link 1](#)), on consultation until 15 March 2024, identifies key priorities to progress this target that are currently unfunded and subject to the 2024/25 Annual Business Plan and Budget process. The final Integrated Climate Strategy will replace the CoA's existing policy and strategy for resource recovery.

To achieve Council's target, an updated policy framework and operating guidelines for kerbside waste services are required as well as changes to existing kerbside waste service levels. Updated guidelines with service level options for Council to consider will replace the existing operating guidelines relating to kerbside, bulk waste and recycling services ([Link 2](#)), and the existing design guide for residential recycling ([Link 3](#)).

The updated guidelines comprise a draft Operating Guideline for Kerbside Waste Management Services (Operating Guidelines) contained in **Attachment A** which outlines service provision, and a separate draft Community Guidelines for Kerbside Waste Management Services (Community Guidelines) contained in **Attachment B** which provides design advice for service recipients.

The guidelines are structured in such a way as to enable service level changes over time through a programme of implementation subject to budget.

The development of the guidelines has been informed by feedback provided by the City Planning, Development and Business Affairs Committee in a workshop held on 6 June 2023 ([Link 4](#)), the SA Better Practice Guide: Sustainable Kerbside Services produced by Green Industries SA, the Environment Protection Authority and Local Government Association in May 2023 ([Link 5](#)), and a comprehensive suite of research, including interstate benchmarking with capital city council service provision.

RECOMMENDATION

The following recommendation will be presented to Council on 12 March 2024 for consideration

THAT THE CITY PLANNING, DEVELOPMENT AND BUSINESS AFFAIRS COMMITTEE RECOMMENDS TO COUNCIL

THAT COUNCIL

1. Notes the draft Operating Guidelines for Kerbside Waste Management Services contained in Attachment A to Item 7.3 of the Agenda for the meeting of the City Planning, Development and Business Affairs Committee held on 5 March 2024 for the purposes of public consultation.

2. Notes the draft Community Guidelines for Kerbside Waste Management Services contained in Attachment B to Item 7.3 on the Agenda for the meeting of the City Planning, Development and Business Affairs Committee held on 5 March 2024 for the purposes of public consultation.
 3. Endorses the draft Engagement Plan contained in Attachment C to Item 7.3 on the Agenda for the meeting of the City Planning, Development and Business Affairs Committee held on 5 March 2024.
 4. Authorises the Acting Chief Executive Officer or delegate to make minor typographical or syntactical updates to the documents contained in Attachment A, Attachment B, and Attachment C to Item 7.3 on the Agenda for the meeting of the City Planning, Development and Business Affairs Committee held on 5 March 2024, for the purposes of finalising the documents for public consultation.
-

IMPLICATIONS AND FINANCIALS

<p>City of Adelaide 2024-2028 Strategic Plan</p>	<p>Strategic Alignment – Our Environment</p> <p>Target: Increase diversion from landfill for residential kerbside waste from 50% (2020) to 80% by 2030</p> <p>Action: Provide progressive waste management and resource recovery services</p> <p>Action: Partner with the community to divert more waste from landfill</p>
<p>Policy</p>	<p>The draft Integrated Climate Strategy will replace the CoA's Waste and Recycling Services Policy dated 22 July 2014 (Link 6) and Resource Recovery Strategy and Action Plan (Organics, Recycling and Waste) 2020-2028 (Link 7).</p> <p>The draft Operating Guideline for Kerbside Waste Management Services replaces the existing Operating Guideline for Waste and Recycling Services approved by the Executive Leadership Group on 30 July 2014 (Link 2).</p> <p>The draft Community Guidelines for Kerbside Waste Management Services replaces the Guideline – Design Guide for Residential Recycling dated 15 May 2013 (Link 3).</p> <p>Consultation will be undertaken in accordance with CoA's Community Consultation Policy (Link 8) and the Engagement Plan contained in Attachment C.</p>
<p>Consultation</p>	<p>A workshop was held at the City Planning, Development and Business Affairs Committee workshop on 6 June 2023 to inform the review. The draft guidelines have been prepared collaboratively between Park Lands, Policy and Sustainability, City Operations and Regulatory Services (Link 4).</p> <p>The City Finance and Governance Committee provided input to a review of Waste Management By-Law 2018 (By-Law #5) on 20 February 2024 at a workshop to seek feedback on the content of the current by-laws. The by-laws will be drafted and presented back to Council seeking approval for community consultation as part of a suite of by-laws independently from these guidelines.</p>
<p>Resource</p>	<p>The review of the guidelines has been completed within existing resources and budget allocations. Implementation of any service changes are subject to future budget considerations.</p>
<p>Risk / Legal / Legislative</p>	<p>The guidelines align with the <i>South Australia Environment Protection (Waste to Resources) Policy 2010</i>, by providing an opt-out approach to weekly general kerbside waste collection service for residential premises.</p>
<p>Opportunities</p>	<p>The updated guidelines clarify Council waste services for the community and business and enable service models options to be introduced to increase diversion away from landfill aligned with Council's target to increase residential kerbside waste diversion from 50% (2020) to 80% by 2030.</p>
<p>23/24 Budget Allocation</p>	<p>The CoA allocated approximately 6% of its 2023/24 budget to waste management services. The review of the policy suite and guidelines was funded by the three-year city-wide strategic waste budget which concludes in 2023/24.</p>
<p>Proposed 24/25 Budget Allocation</p>	<p>The item that is the subject of this report is currently unfunded. Any required funding for this item is subject to, and needs to be considered in the context of, the prioritisation of projects, initiatives and service enhancements for the development of the 2024/25 budget, and within the parameters of the Long Term Financial Plan to ensure long-term financial sustainability.</p> <p>The guidelines reflect CoA's current waste service levels and provide an opportunity for implementation of adjusted waste service models, at Council's discretion, toward Council's kerbside waste diversion targets. A scaled approach to implementation of the guidelines is proposed. Implementation in year one is subject to Council decision through the budget process for 2024/25 and is proposed to include 1 or more of the following:</p> <ul style="list-style-type: none"> • \$100,000 for a feasibility study for kerbside and bulk bin waste collection to inform negotiations when the current contracts conclude on 30 June 2027. • \$270,000 for a 12 month pilot of 1000 households to undertake weekly food and green organics collection; and fortnightly waste collection. • \$300,000 to formalise service level provision to sporting and community groups in the Adelaide Park Lands to enable implementation of the 3-bin service.

Life of Project, Service, Initiative or (Expectancy of) Asset	The draft guidelines have a four-yearly review schedule.
23/24 Budget Reconsideration (if applicable)	Not as a result of this report
Ongoing Costs (eg maintenance cost)	If Council adjusts waste service levels, there will be ongoing operating costs to be determined. The proposal for implementation of the guidelines in 2024/25 is to undertake a feasibility assessment of new waste service levels to assist in determining ongoing costs and long-term financial considerations.
Other Funding Sources	The CoA will continue to seek grant funding opportunities from Green Industries SA for waste management and recycling initiatives aligned with the CoA's strategic targets.

DISCUSSION

Background

1. CoA's Strategic Plan 2024-2028 and draft Integrated Climate Strategy establish a target of zero avoidable kerbside waste to landfill by 2035. The final Integrated Climate Strategy will replace the existing CoA policy and strategy for resource recovery.
2. To achieve this target, updated guidelines and service levels for kerbside waste service provision are required.
3. The purpose of this report is to present Council with updated guidelines for kerbside waste related services provided by the CoA for the purposes of undertaking public consultation. The proposed new guidelines will replace the existing guidelines ([Link 2](#)) relating to kerbside and bulk waste and recycling services and the design guide for residential recycling ([Link 3](#)).
4. These guidelines include options for service level changes for the purposes of public consultation and would only be implemented subject to future budget process at Council's discretion.
5. A summary of the existing and proposed policy framework for waste management and recycling services for the CoA is as follows:

Existing CoA policy framework	Proposed CoA policy framework
Strategic Plan 2024-2028 endorsed by Council on 12 December 2023.	No change.
Resource Recovery Strategy and Action Plan (Organics, Recycling and Waste) 2020-2028 (Link 7). Waste and Recycling Services Policy dated 22 July 2014 (Link 7).	Existing Strategy, Action Plan and Policy to be replaced by Integrated Climate Strategy. Draft Integrated Climate Strategy was released for public consultation on 5 February 2024 (Link 1).
Operating Guideline for Waste and Recycling Services approved by the Executive Leadership Group on 30 July 2014 (Link 1).	Draft Operating Guideline for Kerbside Waste Management Services (Attachment A).
Guideline – Design Guide for Residential Recycling dated 15 May 2013 (Link 3).	Draft Community Guidelines for Kerbside Waste Management Services (Attachment B).
Waste Management By-Law 2018 (By-Law #5) dated 2018 (Link 9).	A workshop on the Waste Management By-Law 2018 (By-Law #5) was held at the City Finance and Governance Committee on 20 February 2024.
Service Agreement – Site Service Agreement – Waste Management (for multi-unit dwellings requesting a CoA service)	No change. Weekly food and organics collection (FOGO) is already provided to all but 11 of the existing multi-unit dwellings serviced by Council, who have been offered this service.

Review Process

6. Review of the guidelines is informed by feedback provided by the City Planning, Development and Business Affairs Committee in a workshop held on 6 June 2023 ([Link 4](#)).
7. The review is informed by the SA Better Practice Guide: Sustainable Kerbside Services produced by Green Industries, the Environment Protection Authority and Local Government Association in May 2023 ([Link 5](#)). To date, the SA Better Practice Guide has resulted in weekly food and green organics collection services being implemented in the City of Holdfast Bay and City of Charles Sturt.
8. Research and interstate benchmarking with capital city council policy and service provision was undertaken with the support of consultancy Aurecon. The research identified the following improvements which are reflected in the updated guidelines:
 - 8.1. Clear separation of policy and strategy (contained in the draft Integrated Climate Strategy) and service provision details (contained in the guidelines).
 - 8.2. Integrated approach to policy, compliance, education and service design.
 - 8.3. Clarification of service provision eligibility in the draft Operating Guideline for Kerbside Waste Management Services (**Attachment A**).

- 8.4. Clarification of the CoA design requirements for eligibility to service, including draft Community Guidelines for Kerbside Waste Management Services (**Attachment B**).
- 8.5. Enable contemporary service models to be delivered by the CoA to progress targets for waste diversion and resource recovery, including:
 - 8.5.1. Weekly food and green organics (FOGO) collection for residents and businesses
 - 8.5.2. Laneway service models via smaller or shared bin arrangements
 - 8.5.3. Expanding servicing solutions for multi-unit dwellings
 - 8.5.4. Considering a separate waste charge for custom services.

Current Service Levels

- 9. The CoA currently offers a service level comprised of:
 - 9.1. Residential Kerbside Collection Service (weekly general waste, fortnightly co-mingled recycling, fortnightly FOGO).
 - 9.2. Businesses Kerbside Collection Service (weekly general waste, fortnightly co-mingled recycling, no FOGO).
 - 9.3. Community and Sporting Groups Kerbside Collection Service (weekly general waste collection has historically been provided with no specific guideline or policy).
 - 9.4. Multi-unit Dwellings (MUDS) Residential Kerbside Collection Service (weekly general waste, weekly FOGO, weekly co-mingled recycling).
- 10. The existing CoA's waste management service level accounts for approximately 6% of the CoA's 2023/24 annual budget.
- 11. A review of other SA Metropolitan Councils for 2022/23 indicates expenditure of between 6%-18% of their budget on waste management services. Australian Capital City Councils spent between 2%-26% of their budget on waste management services.
- 12. From existing waste audits undertaken most recently in 2022, the CoA currently achieves a 50% diversion rate for kerbside waste under the current service provision level. This is well below the Strategic Plan target of 80% and below the South Australian Waste Strategy 2022-2025 target of 70% for kerbside waste diversion.
- 13. The current kerbside waste collection contract with Cleanaway Pty Ltd is scheduled to expire on June 30, 2027. Administration is approaching a period of preparation to review future contract requirements beyond 2027.
- 14. To achieve Council's targets, a staged implementation of service level changes over four years is proposed.
- 15. The proposed draft guidelines allow for the continuation of the current service levels whilst also enabling adjusted service levels to be offered subject to budget considerations.

Proposed Implementation of the Guidelines in 2024/25

- 16. Implementation in year one is subject to Council decision through the budget process for 2024/25 and is proposed to include 1 or more of the following:
 - 16.1. \$100,000 for a feasibility study for kerbside and bulk bin waste collection to inform negotiations when the current contracts conclude on 30 June 2027.
 - 16.2. \$270,000 for a 12-month pilot of 1000 households to undertake weekly food and green organics collection; and fortnightly waste collection.
 - 16.3. \$300,000 to formalise service level provision to sporting and community groups in the Adelaide Park Lands to enable implementation of the 3-bin service.
- 17. Subject to budget allocation, outcomes for year one implementation would be:
 - 17.1. Estimated additional diversion of 2860 tonnes of organics per year and savings of about 12,400 tCO₂e.
 - 17.2. Feasibility study and pilot outcomes to inform long-term financial implications of adjusted waste service models.

Complete implementation of the Guidelines in a staged approach

18. To achieve the desired waste diversion targets the following adjustments to service level is likely to be necessary:
 - 18.1. Weekly FOGO collection to all residents on an opt-out basis
 - 18.2. Weekly business FOGO service
 - 18.3. Doubling existing level of the CoA serviced MUD's from 83 at present to 166 via engagement with existing building managers and early engagement with new developments (not factoring growth in MUD's overtime).
19. Complete implementation of the proposed service level changes above are expected to:
 - 19.1. Provide flexibility and choice for service recipients, expand services and meet community expectations.
 - 19.2. Increase diversion from landfill in particular diverting food and organic material. Similar trails implemented in other South Australian metropolitan councils have demonstrated diversion rates of nearly 70% within the first 12 months from a 59% baseline. In a CBD setting, this is expected to be lower due to assumed community uptake rates and higher levels of bin contamination. In a CBD setting a diversion rate of approximately 64% is anticipated based on waste audits to date.
 - 19.3. Be delivered over four phases over a period of four years (depending on the service change).
 - 19.4. Incur an increase to operating budget.
20. For residents, the increased service level is estimated to result in an increased diversion from 776 tonnes of organic matter to 2,531 tonnes per year. This equates to an annual reduction of approximately 7,620 tCO₂e. from Council's Community Emissions Profile.
21. For businesses, proposed service level change is estimated to divert 325 tonnes of organic matter from a present diversion of zero. This equates to an annual reduction of approximately 1,410 tCO₂e from Council's Community Emissions Profile.

Summary of changes to Operating Guidelines

22. Key changes between existing Council Policy - Waste and Recycling Services and the new draft Operating Guidelines for Kerbside Waste Services are summarised below:

Updated draft Operating Guidelines for Kerbside Waste Services	Existing CoA Policy - Waste and Recycling Services	Summary of differences between documents	Alignment with draft Integrated Climate Strategy 2030
<p>The draft Operating Guideline categorises service recipients into 4 key groups:</p> <ol style="list-style-type: none"> 1. Residential Kerbside Collection Service 2. Multi-unit Dwellings (MUDS) Residential Kerbside Collection Service 3. Businesses and Commercial Kerbside Collection Service 4. Community Groups Kerbside Collection Service 	<p>The existing Operating Guideline does not include services for community groups. Services provided to this group was not clearly identified in other CoA Guidelines.</p>	<p>The new draft Operating Guideline includes more city users, clarifies eligibility of service, and offers options to expand the service provided to these users from a waste only service to a three-stream service (green organics, yellow recycling, and red waste).</p>	<p>Aligns with the Integrated Climate Strategy – Priority 12 Zero avoidable kerbside waste to landfill ('zero waste') in 2035.</p>
<p>The draft Operating Guideline clarify the current waste service level and enable Council to adjust service levels at its discretion.</p>	<p>The existing Operating Guideline offered an enhanced model.</p>	<p>The draft Operating Guideline seeks to clarify service offering and provides options for Council to adjust collection frequencies to</p>	<p>Enables Council to adjust service levels to prioritise weekly organic collection for residents</p>

Updated draft Operating Guidelines for Kerbside Waste Services	Existing CoA Policy - Waste and Recycling Services	Summary of differences between documents	Alignment with draft Integrated Climate Strategy 2030
		improve organic waste diversion from landfill.	
The draft Operating Guideline clarify the current waste service level and enable Council to adjust service levels for organics services for businesses as a weekly service at Council's discretion.	The existing Council Policy for Waste and Recycling Services included language about green organics services to businesses, however the existing Operating Guideline did not offer green organics services to businesses.	Clarification of Council policy in the Integrated Climate Strategy and separate operating guidelines.	Enables Council to adjust service levels to to prioritise weekly organic collection for businesses. The 2022 Waste Audit indicated that 54% of business red waste bin contained organics material. Waste sent to landfill incurs a cost of \$156/tonne with food organics a significant contributor to weight.
The draft Operating Guideline includes options for the provision of indoor kitchen caddies to facilitate collection of food waste for businesses. Provision of caddies to residents continues.	The existing Council Policy for Waste and Recycling Services includes language around supportive tools. Tools and resources to support diversion of materials from landfill are not included in the existing Operating Guideline.	The draft Operating Guideline identifies specific tools (caddies) which are proven to be successful in supporting organics diversion.	Prioritises increased diversion and reduced contamination in the yellow recycling and green organics.
Key performance indicators are included in the draft Operating Guideline as follows: <ul style="list-style-type: none"> • Divert 85% of residential kerbside collected waste from landfill • Food waste in landfill is below 5% by weight • Reduce waste generation by 15% per capita • Reduce contamination to below 10% in kerbside collected yellow co-mingled recycling 	The existing Operating Guideline includes the following key performance indicators: <ul style="list-style-type: none"> • Community tells us that it understands Council's decision making. • As a brilliant service provider, 85% of service recipients are 'Totally' or 'Substantially Satisfied' with Council's overall Waste and Recycling Service. • Recycling rates achieve or surpass Council targets. • The cost of service provision is reducing on a cost per business or residential premise serviced basis. 	The draft Operating Guideline seeks to introduce an evidence-based approach and enables data-based decision making.	Key performance indicators align with Council's target of zero avoidable kerbside waste to landfill ('zero waste') in 2035.

Related improvements to waste management

23. Council's endorsed submission to the State Planning System Implementation Review in January 2023, recommended improved waste management policy be included in the Planning and Design Code. Administration is continuing to monitor the State Government's release of the findings report.

24. In the interim, Administration has prepared a CoA Development Information Guide to assist applicants with waste management approaches ([Link 10](#)).
25. Administration is investigating opportunities for improved waste management policies through the Code Amendment program noted by Council on 8 August 2023.

Next Steps

26. Pending decision by Council on the draft guidelines for public consultation, targeted stakeholder and community consultation will commence from 1 April 2024 to 21 April 2024.
27. The updated guidelines are targeting presentation to the City Planning, Development and Business Affairs Committee for decision in July 2024, for Council decision on 9 July 2024.

DATA AND SUPPORTING INFORMATION

Link 1 – [Integrated Climate Strategy](#)

Link 2 – [Operating Guideline – Waste and Recycling](#)

Link 3 – [Guideline – Design Guide for Residential Recycling](#)

Link 4 – [City Planning, Development and Business Affairs Committee workshop – Tuesday, 6 June 2023](#)

Link 5 – [SA Better Practice Guide: Sustainable Kerbside Services](#)

Link 6 – [Council Policy – Waste and Recycling Services](#)

Link 7 – [Resource Recovery Strategy and Action Plan \(Organics, Recycling and Waste\) 2020-2028](#)

Link 8 – [City of Adelaide Community Consultation Policy dated 16 July 2019](#)

Link 9 – [By-Law – Waste Management By-Law 2018 By-Law #5](#)

Link 10 – [City of Adelaide Development Information Guide](#)

ATTACHMENTS

Attachment A – Draft Operating Guidelines – Kerbside Waste Management Services

Attachment B – Draft Community Guidelines – Kerbside Waste Management Services

Attachment C – Draft Engagement Plan – Guidelines for Kerbside and Waste Management Services

- END OF REPORT -

KERBSIDE WASTE MANAGEMENT SERVICES - OPERATING GUIDELINE

Date this document was adopted

council / administration

PARENT DOCUMENT: I

PURPOSE

The City of Adelaide provides kerbside waste management services to residents, businesses, and community groups that are equitable, financially sustainable, and transparent, whilst supporting a clean, safe, environmentally friendly, and growing capital city.

The purpose of this Operating Guideline is to:

1. Provide clear and concise information about kerbside waste management provision, design and eligibility.
2. Establish service levels which recover resources and minimise waste material sent to landfill.
3. Outline objectives and key performance indicators for kerbside waste management services.
4. Comply with relevant legislation directly associated with kerbside waste management services.

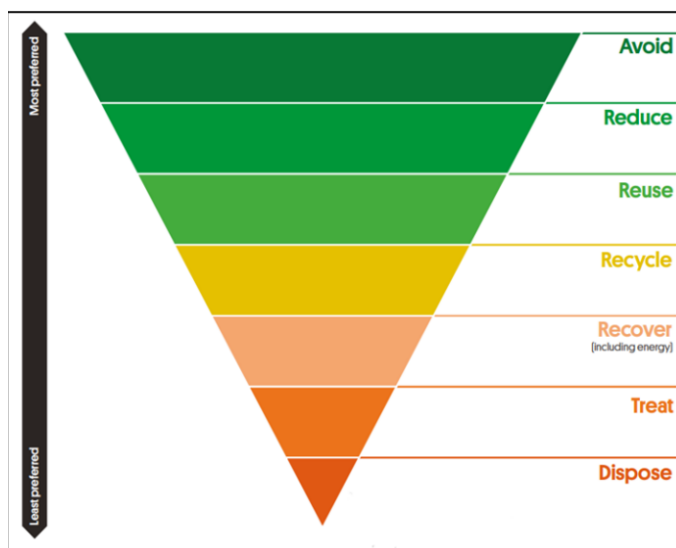
OPERATION

Objectives

- Deliver transparent, equitable and reliable kerbside waste management services.
- Provide financially sustainable kerbside waste management services to residents and eligible businesses and community groups.
- Support city amenity, public health and safety, and respond to future growth.
- Achieve waste avoidance and resources recovery targets and objectives.
- Support transition to a circular economy.

Key Performance Indicators

- Divert 85% of residential kerbside collected waste from landfill
- Food waste in landfill is below 5% by weight
- Reduce waste generation by 15% per capita
- Reduce contamination to below 10% in kerbside collected yellow co-mingled recycling



Service Applicability

- The *Local Government Act 1999 (SA)* mandates the City of Adelaide to provide kerbside waste collection services for residents only.
- Recipients of a City of Adelaide kerbside and/or waste management service:
 - o Must comply with the City of Adelaide Bylaw and minimise risks and financial costs to the City of Adelaide and the community through the correct, safe, and responsible use of services.
 - o Must minimise waste to landfill through the correct and preferential use of organics and recycling services of general waste disposal services.
- Where applicable the City of Adelaide will preference bin capacity for organics and recycling over general waste bin capacity.
- Services provided by the City of Adelaide may be amended, changed, removed, reduced and/or increased to provide a better environmental, financial and or community outcome. Trials and pilots may be undertaken to achieve the Guideline's objectives and key performance indicators.
- Service design (including bin types, presentation zones, collection timing, and collection frequency) will consider amenity (i.e. bin reduction), local environmental and traffic conditions, universal design principles, resource recovery, sustainability and community expectations.
- Where City of Adelaide collection is considered unserviceable for City of Adelaide's waste collection contractor, or where access or egress is restricted limiting collection vehicles to safely provide collection, the user will need to obtain at their own cost, the services from a private waste collection contractor.
- This Operating Guideline does not apply to medium to large-scale commercial waste management services, public events, Council owned, or managed facilities and public waste or recycling bins.

- Vacant Land is ineligible for kerbside or waste management services.
- This Operating Guideline should be read in conjunction with City of Adelaide strategies, policies, guidelines, and legislative requirements. A Community Guideline has been created to provide further details about the services. In the event of a service level inconsistency, the Operating Guidelines shall prevail to the extent of the inconsistency.

Residential Kerbside Collection Service

The City of Adelaide prefers all residential premises to be serviced by City of Adelaide's kerbside waste collection service. The design of residential developments should allow for a City of Adelaide's waste collection service to be used, providing all residents with access to a satisfactory and cost-effective waste and recycling service.

Residential Kerbside Collection Service comprises:

- 1 x 240 litre or smaller organics recycling (green lid) bin, collected fortnightly
- 1 x 7 litre kitchen caddy and 1 x roll of compostable bags to facilitate use of the organics recycling bin
- 1 x 240 litre recycling (yellow lid) bin, collected fortnightly
- 1 x 140 litre waste (red lid) bin, collected weekly
- 2m³ hard waste collection, 2 collections per calendar year (booking required)

At Council's sole discretion, service levels may change and may include the following:

- 1 x 240 litre or smaller organics recycling (green lid) bin, collected weekly
- 1 x 7 litre kitchen caddy and 1 x roll of compostable bags to facilitate use of the organics recycling bin
- 1 x 240 litre recycling (yellow lid) bin, collected fortnightly
- 1 x 140 litre waste (red lid) bin, collected fortnightly
- 2m³ hard waste collection, 2 collections per calendar year (booking required)

Multi-unit Dwellings (MUDS) Residential Kerbside Collection Service

To receive this service the community corporation, strata corporation or equivalent must:

- Have sufficient room to store one weeks' worth of organics, recycling and general waste generated from residential properties, and
- Have sufficient and safe access and egress for City of Adelaide and/or their collection provider to undertake collection safely, and
- Meet the resource recovery requirements identified in the development application process if for a new building development, and
- Have an approved Resource Recovery Plan that, to the satisfaction of the City of Adelaide, aligns with the service and demonstrates how it facilitates occupant access and correct use of recycling services; and

- Enter into a Resource Recovery Service Agreement to confirm service alignment with the Resource Recovery Plan and clear definition of the roles and responsibilities of parties subject to the Agreement.

Based on waste generation rates, the Multi-unit Dwelling Residential Kerbside Service may comprise:

- 240 litre organics recycling (green lid) bin, collected weekly
- 1 x 7 litre kitchen caddy and 1 x roll of compostable bags per premise to facilitate use of the organics recycling bin
- 660 litre and/or 1100 litre recycling (yellow lid) bin, collected weekly
- 660 litre and/or 1100 litre waste (red lid) bin, collected weekly
- 2m³ hard waste collection, 2 collections per calendar year (booking required) per multi-unit dwelling up to and including 7 storeys of residential living
- 2m³ hard waste collection, up to 12 collections per calendar year (booking required) per multi-unit dwelling exceeding 7 storeys of residential living.

Businesses and Commercial Kerbside Collection Service

To receive the service the business or commercial premise must:

- Have sufficient room within the site record that has been approved for waste storage where the bins will be stored to store one weeks' worth of recycling and waste generated, and
- Sufficient access and egress for City of Adelaide and/or their collection provider to undertake collection safely, and

Serviced premises must transition from City of Adelaide's services to private waste management services if the business waste volumes exceed the service.

Business and Commercial Kerbside Collection Service may comprise:

- 1 x 240 litre recycling (yellow lid) bin, collected fortnightly
- 1 x 140 litre waste (red lid) bin, collected weekly
- A cardboard collection service may be provided. This will be reviewed periodically at City of Adelaide's discretion.

At Council's sole discretion, service levels may change and may include the following:

- 1 x 240 litre organics recycling (green lid) bin, collected weekly
- 1 x kitchen caddy and 1 x roll of compostable bags to facilitate use of the organics recycling bin

Eligible businesses or commercial premises that pay one council rate may receive one kerbside collection service.

Eligible businesses or commercial premises that pay two or more council rate may receive a maximum of two kerbside collection services.

Community Groups Kerbside Collection Service:

At present the Council may provide some waste services to community groups.

At Council's sole discretion, service levels may change and may include the following:

- 1 x 240 litre organics recycling (green lid) bin, collected weekly
- 1 x 240 litre recycling (yellow lid) bin, collected fortnightly
- 1 x 240 or 140 litre waste (red lid) bin, collected fortnightly

Services to eligible Community Groups include the following categories:

- Sporting and recreational clubs
- Child-care centres
- Churches
- Adelaide Park Lands Lessees (non-commercial)

To receive the service the Community Group must:

- Present bins to a collection route, and
- Have sufficient room within the site record where the bins will be registered to store one weeks' worth of organics, recycling and waste generated by the premise, and
- Sufficient access and egress for City of Adelaide and/or their collection provider to undertake collection safely, and
- Transition from City of Adelaide's services to private waste management services if the Community Group waste volumes exceed the service.

Bin Assets and Presentation

- All bins supplied by City of Adelaide remain the property of City of Adelaide.
- City of Adelaide will provide bins in a safe working order and will repair or replace if necessary.
- Service recipients are responsible for washing or sanitizing bins if they become soiled or odorous.
- Bin identification measures, including address labelling and radio frequency identification devices (RFID), may be adopted to minimise misuse of the service, support bin recovery, enable enhanced reporting and to facilitate educational support.

Equity and Service Charges

- City of Adelaide will work with kerbside service recipients to transition to an alternative service if/when recipient needs exceed City of Adelaide Kerbside service level provisions.
- City of Adelaide may require co-payment, cost-recovery, or fee-for-service through a Waste Management Charge, pursuant to Section 146 of the *Local Government Act 1999 (SA)*, for provision of:
 - o Enhanced resource recovery and waste services for example, additional bin(s) or to change bin sizes upon application to City of Adelaide and payment of an additional annual fee

- Resource recovery and waste services to rate exempt or rebated premises
- Service charges will be set by the City of Adelaide through the Fees and Charges Schedule reviewed annually.

Temporary Refusal, Withdrawal and Reinstatement of Service

A refusal of service may be issued to recipients of services provided by the City of Adelaide where:

- There is a failure to place approved materials in the correct bin; or
- Insanitary or prohibited waste is placed out for collection; or
- A bin presented for collection exceeds the maximum safe weight for a collection; or
- A bin is presented in a location where it would be unsafe for the collection vehicle to empty due to local environmental conditions; or
- Bin identification measures have been removed or modified without the consent of the City of Adelaide; or
- A bin is not accessible from a public roadway; or
- The correct bin is not presented for collection by the required time on the Council nominated collection day.

City of Adelaide reserves the right to:

- Decline a request for a waste service where an eligible premise does not adopt resource recovery services (e.g. organics and recycling services) that are appropriate to the type, volume and nature materials in that premises waste stream.
- Recover stolen or misappropriated bins.
- Remove bins and/or withdraw or cease a collection service where there is repeated misuse of services.
- Withdraw or cease a collection service where there are repeated instances of incorrect use of resource recovery bins (organics and recycling or other).
- Withdraw or cease waste collection when service is not being used to minimise waste being sent to landfill.
- Withdraw or cease collection when deliberate and wilful damage of a bin provided by City of Adelaide occurs or repeated failure to be responsible for washing or sanitising bins if they become soiled or odorous.
- Withdraw services for non-payment of fee-for-service.

Education and Support

- A comprehensive and ongoing education and compliance program will be delivered to support correct and effective use of City of Adelaide's kerbside and waste management services and to promote waste avoidance and resource recovery.

Monitoring and Implementation

- Waste auditing may occur at least once every 2 years to measure progress against waste recovery baselines and build data for evidence-based decision making.
- Alternative service model trials may be undertaken to assess operational and infrastructure requirements.

Related documents

Integrated Climate Strategy

By-Law No.5 – Waste Management

Community Guidelines - Kerbside Waste Management Services

Relevant legislation and policy

- *Local Government Act 1999*
- *South Australian Public Health Act 2011*
- *South Australian Public Health (General) Regulations 2013*
- *South Australia Environment Protection Act 1993*
- *Environmental Protection (Waste to Resources) Policy 2010ⁱ*
- *South Australia's Waste Strategy 2020-2025*
- *Single-use and Other Plastic Products (Waste Avoidance) Act 2020*
- *Real Property Act 1886*
- *Planning, Development and Infrastructure Act 2016*
- *Planning and Design Code*
- *Building Code of Australia*
- *Community Titles Act 1996*
- *Strata Titles Act 1988*
- *Disability Discrimination Act 1992*
- *Work Health and Safety Act 2012*
- *Climate Change and Greenhouse Emissions Reduction Act 2007*

GLOSSARY

The terms below are used in the Guideline document and are defined as:

Bin: A mobile garbage bin (MGB) provided by City of Adelaide as a container for the temporary storage of organics, recycling and waste.

Business premise: A premise lawfully used for a commercial, light industrial, institutional, or other non-residential purposes and includes short term accommodation such as tourist accommodation in a hotel, back packer hostel or serviced apartment.

Bulk bin: Larger capacity bins including 660L and 1100L 4-wheeled bins.

Business and Commercial Kerbside Service: The service provided by City of Adelaide to eligible businesses.

Circular economy: A methodology to use resources in a cyclical manner, keeping them at their highest value, effectively removing the concept of 'waste'.

Compostable bags: Bags which are certified and comply with the AS 4736-2006 standard. These bags may be used with a kitchen caddy to collect food scraps, which can be placed in the organics bin.

Community Group Services: The service provided by City of Adelaide to eligible Community Groups.

Eligible business premise: A rateable business premise, including any related business premise, as defined in this guideline, which has a weekly waste generation rate that is compatible by waste types and volumes with City of Adelaide's Business and Commercial Kerbside Service.

General waste: That part of the waste stream remaining after the separation of recyclable, organic, and hazardous or prohibited waste materials.

Hard waste: Selected solid waste items, as specified by City of Adelaide, which arise from residential premises that cannot be collected by the general waste, recycling or organics collection services.

Kitchen caddy: A small container used to collect organic waste and food scraps generated in the kitchen.

Organics recycling: Any clean organic matter consisting of lawn clippings, plants, vegetables, leaves, prunings, vegetables, fruit, manure or any other organic material for which permission has been granted by City of Adelaide. This excludes any item larger than 15 centimetres in diameter, domestic waste, commercial or industrial waste (general), listed waste, hazardous or electronic waste.

Rate exempt or rebated premise: A premise which receives a partial or full Council rate reduction or exemption pursuant to Section 166 of the *Local Government Act 1999*.

Recycling: Dry and clean newspapers, magazines, paper, cardboard, tins, cans, glass, milk and juice containers, plastic containers of a type specified by City of Adelaide and other recyclable material for which permission has been given by City of Adelaide.

Residential premise: A premise lawfully used as a dwelling or place of residence, including:

- a. A detached or semi dwelling, row house or townhouse.
- b. A home unit or apartment within a residential flat building or group dwelling.
- c. Caretakers' residence within a residential complex.
- d. This excludes short term stays and short stay tourist accommodation such as and hotels, serviced apartments, vacation rentals, student accommodation, hostels, bed & breakfast, AirBnB, lodging and boarding houses (excluding tourist accommodation) and commercial student accommodations.

Related business premise: Two or more rateable business premises which are related by way of common ownership, management or effective control that are located on a single site record or contiguous site records.

Resource recovery: The process of recovering materials for recycling. This can include comingled recycling, organics and food waste and more through the provision of services.

Standard Kerbside Residential Service: The service provided by City of Adelaide to residential premises.

Resource Recovery Service Agreement: A periodic legal agreement between the Corporation of the City of Adelaide and a Community Corporation, Strata Corporation or equivalent for provision of resource recovery and waste services.

Resource Recovery Plan: A Plan that details the internal resource recovery management system of a building including service delivery model, roles and responsibilities and education/communication plan on correct system use.

Site record: A unique base or grandparent site record in City of Adelaide's property and rating system, which may accommodate a single or multiple rateable premises, which aligns to the following certificate of titles issued under the *Real Property Act 1886*:

- a. Torrens Title
- b. Community Title in the ownership of the Primary Community Corporation
- c. Strata Title owned by the Strata Corporation
- d. Moiety Title
- e. Company Title

ADMINISTRATIVE

As part of Council's commitment to deliver the City of Adelaide Strategic Plan, services to the community and the provision of transparent information, all policy documents are reviewed as per legislative requirements or when there is no such provision a risk assessment approach is taken to guide the review timeframe.

This Policy document will be reviewed every 4 years unless legislative or operational change occurs beforehand. The next review is required in 2028.

Review history:

Trim Reference	Authorising Body	Date/ Decision ID	Description of Edits

Contact:

For further information contact the Park Lands, Policy & Sustainability Program

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Community Guidelines for Kerbside Waste Management Services

Draft March 2024



Introduction

The City of Adelaide provides a kerbside waste management service to support a clean, safe, environmentally friendly, and growing capital city.

In this Community Guideline document, you will find:

1. Services available to eligible residents, businesses, and community groups
2. Information about how to use the service
3. Guidance for building managers and developers to meet service eligibility criteria

The City of Adelaide amends its service requirements from time to time. This booklet is accurate at the date of printing. To confirm requirements visit waste.cityofadelaide.com.au or call the waste hotline 1800 777 844.

Recipients of a City of Adelaide kerbside waste management service must:

- Minimise risks and financial costs to the City of Adelaide and the community through the correct, safe and responsible use of the services.
- Use the organics and recycling services correctly to maximise resource recovery and minimise waste sent to landfill.
- Obtain, at their own cost, services from a private waste collection contractor where a City of Adelaide collection is not possible (e.g. where access is limited impacting safe collection).

Service Levels and Application

The City of Adelaide’s kerbside waste management services include the following:



1. Residential Kerbside Waste Management Service



2. Multi-unit Dwellings Residential Waste Management Service



3. Businesses and Commercial Kerbside Waste Management Service



4. Community Groups Waste Management Service

Vacant Land is ineligible for kerbside or waste management services.

These services may change and/or trials may be undertaken to provide a better environmental, financial and community outcome.



1. Residential Kerbside Waste Management Service

The City of Adelaide provides waste management services to residents. This service includes the provision of bins which are regularly emptied at the kerbside.

Residential Kerbside Service includes:

1 x 240 litre or smaller organics recycling (green lid) bin, collected fortnightly

1 x 7 litre kitchen caddy and 1 x roll of compostable bags to help use the green organics bin

1 x 240 litre recycling (yellow lid) bin, collected fortnightly

1 x 140 litre waste (red lid) bin, collected weekly

2m³ hard waste collection, 2 collections per calendar year (booking required)

The service will be provided to residential premises at a maximum rate of one service per residential premise.

To receive this service, residents must:

Visit the Cleanaway website or call 13 13 39 for new services or service upgrades

At Council's sole discretion, service levels may change and may include the following:

1 x 240 litre or smaller organics recycling (green lid) bin, collected weekly

1 x 7 litre kitchen caddy and 1 x roll of compostable bags to help use the green organics bin

1 x 240 litre recycling (yellow lid) bin, collected fortnightly

1 x 140 litre waste (red lid) bin, collected fortnightly

2m³ hard waste collection, two collections per calendar year (booking required)





2. Residential Multi-unit Dwellings Waste Management Service

The City of Adelaide provides kerbside bin and bulk bin waste management services to residential multi-unit dwelling buildings, like townhouses, apartments, and high-rise buildings. This service includes the provision of bins which are regularly emptied either at the kerbside or through collection from on property (also called a roll in/roll out service).

The service includes:

240 litre organics recycling (green lid) bin, collected weekly

1 x 7 litre kitchen caddy and roll of compostable bags for each premise to help use the green organics bin

660 litre and/or 1100 litre recycling (yellow lid) bin, collected weekly

660 litre and/or 1100 litre waste (red lid) bin, collected weekly

2m³ hard waste collection, two collections per calendar year (booking required) per multi-unit dwelling up to and including seven storeys or residential living

2m³ hard waste collection, up to 12 collections per calendar year (booking required) per multi-unit dwelling above 7 storeys of residential living.

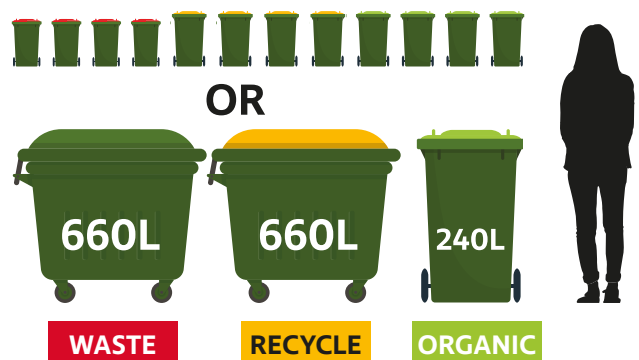
For more sustainable outcomes, the City of Adelaide will preference bin capacity for organics and recycling over general waste bin capacity.

A building may only receive one service per residential building.

To receive this service, the community corporation, strata corporation or equivalent must:

- Have enough room to store one weeks' worth of organics, recycling and general waste generated from residential properties
- Have enough space and safe egress for collection to be undertaken safely
- Meet the resource recovery requirements identified in the development application process for a new building development
- Submit a Waste and Resource Recovery Plan that, to the satisfaction of City of Adelaide, aligns with City of Adelaide services and demonstrates how users will access and use the service correctly
- Enter into a Waste and Resource Recovery Service Agreement once the Waste and Resource Recovery Plan has been approved by City of Adelaide. See Appendix 1 for more information about the Waste and Resource Recovery Plan.

In addition to the Waste and Resource Recovery Plan a Site Service Agreement and an Indemnity Form will need to be completed. This will be provided upon approval of service provision.





3. Businesses and Commercial Kerbside Waste Management Service

The City of Adelaide provides waste management services to businesses and commercial premises that meet the service criteria. This service includes the provision of bins which are regularly emptied at the kerbside.

The Business and Commercial Service comprises:

1 x 240 litre recycling (yellow lid) bin, collected fortnightly

1 x 140 litre waste (red lid) bin, collected weekly

A cardboard collection service may be provided and reviewed from time to time at City of Adelaide's absolute discretion.

At Council's sole discretion, service levels may change and may include the following:

1 x 240 litre organics recycling (green lid) bin, collected weekly

1 x 7 litre kitchen caddy and 1 x roll of compostable bags to facilitate use of the organics recycling bin

A premise that pays one rate may be eligible for one service. Premises that pay two or more rates may be eligible for a maximum of two services.

To receive the service, the business or commercial premise must:

- Have enough room to store the bins provided by City of Adelaide within the site record in an approved room for waste storage where the bins will be registered
- Have sufficient space to store one weeks' worth of recycling and waste
- Have enough space and egress for collection to be undertaken safely
- Transition from City of Adelaide services to private waste management services if the business waste volumes exceed the council-provided service limits

Visit the Cleanaway website or call 13 13 39 for new services or service changes.





4. Community Groups Waste Management Service

At present, the Council may provide some waste services to community groups.

At Council's sole discretion, service levels may change and may include the following:

1 x 240 litre organics recycling (green lid) bin,
collected weekly

1 x 240 litre recycling (yellow lid) bin,
collected fortnightly

1 x 140 or 240 litre waste (red lid) bin,
collected fortnightly

Eligible community groups include the following categories:

- Eligible sporting and recreational clubs
- Childcare centres
- Park Lands Lessees (non-commercial)

To receive the service the community group must:

- Present bins to a collection route
- Have enough room to store the bins provided for the service by City of Adelaide within the site record where the bins will be registered
- Have sufficient space to store one weeks' worth of organics, recycling and waste generated
- Transition from City of Adelaide services to private waste management services if the community group's waste volumes exceed the service
- Visit the Cleanaway website or call 13 13 39 for new services or service changes.

Service Details

Bin Details

City of Adelaide provides bins in a safe working order and a maintenance service for repair and replacement when damaged. They are the property of City of Adelaide and must be left at the property if you move.

Service recipients are responsible for washing or cleaning the bins if they become soiled or odorous.

Labels and devices may be placed on the bins to help with the service.

Temporary Refusal, Withdrawal and Reinstatement of Service

It is important to ensure the service is used correctly for a safe and efficient service. A refusal of service may occur where:

- Bins are used incorrectly like repeatedly placing the wrong items in the wrong bin; or placing insanitary or prohibited waste (like batteries) out for collection, or if the bins are too heavy for a safe collection.
- A bin is presented in a location where the bin is not accessible from a public roadway or it would be unsafe for the collection vehicle to empty due to local environmental conditions.
- Bins have been modified or bin identification measures have been removed without the consent of City of Adelaide.
- The correct bin is not presented for collection by the required time on the City of Adelaide nominated collection day.

Council reserves the right to:

- Decline a request for a waste service where an eligible premise does not adopt resource recovery (eg organics and recycling) that are appropriate to the type, volume and nature materials in that premise's waste stream.
- Recover stolen or misappropriated bins.
- Remove bins and/or withdraw or cease a collection service where there is repeated misuse of services.

- Withdraw or end a collection service where there are repeated instances of the resource recovery bins (organics and recycling or other) not being used to minimise waste being sent to landfill.
- Withdraw or end collection when deliberate and wilful damage of a bin provided by Council occurs or repeated failure to be responsible for washing or sanitizing bins if they become soiled or odorous.
- Withdraw services for non-payment of fee-for-service.

Service Monitoring

An important part of reducing the amount of waste sent to landfill and improving environmental impact is to conduct waste audits and visual checks. This may include looking into bins and assessing their contents for items that do not belong or collecting and physically auditing the contents of bins. The information gained from inspections and audits helps measure progress and supports evidence-based decisions to improve our services offered to our community.

Equity and Service Charges

Additional costs required for services beyond those outlined in this document. For further details, please refer to the Fees and Charges Schedule.

[Fees and Charges Form Link](#)

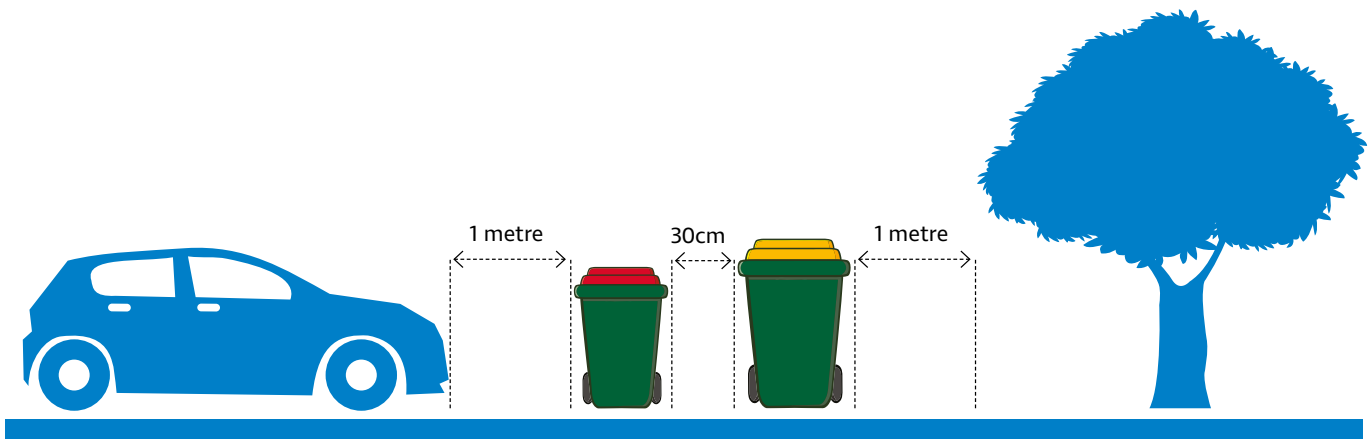
How to use the service:

Bin Collection

You can check when the next bin day collection is by going to cityofadelaide.com.au/binday

To ensure your bins are collected:

- Put your bins out before 6.00am on the day of collection and please retrieve them on the same day.
- Face your bins forward with the wheels towards the property.
- Make sure your bin lids are closed.
- Where practical, please keep 30cm between bins and 1m between bins and parked cars, trees, stobie poles and letter boxes.
- Do not overfill. Bins that are too heavy may not be collected.



What goes into each bin?:

The City of Adelaide provides ongoing educational support to help with using the service correctly and to reduce waste generation. See below for what can and cannot go in the green organics, yellow recycling and red waste bins and information about other services. More information can also be found on Which Bin: whichbin.sa.gov.au

GREEN ORGANICS BIN

WHICH BIN? THE GREEN BIN




Egg shells and oyster shells



Cheese and yoghurt



Food scraps (cooked and raw)



Meat, seafood and bones




Tea bags and coffee grounds



Paper towel and tissues



Shredded paper




Lawn clippings, leaves and flowers



Compostable food containers

 AS 4736 certified compostable food packaging accepted. Look for this logo to be sure it's compostable.


NEVER IN THE GREEN BIN



NO plastic bags or liners




NO tools, hoses or plant pots



NO glass



NO nappies



NO general waste



NO dirt, rocks or building materials



NO polystyrene or foam




NO clothing, footwear or textiles

YELLOW RECYCLING BIN


WHICH BIN? THE YELLOW BIN



Rigid plastic containers



Glass bottles and jars



Tins, cans and aerosols



Aluminium foil



Paper and cardboard



Juice and milk cartons

Please place all recyclable items loose in the yellow bin - not in plastic bags.

NEVER IN THE YELLOW BIN



NO soft plastics



NO polystyrene or foam



NO food or garden waste



NO batteries or electronics



NO broken glassware or crockery



NO shredded paper



NO clothing, footwear or textiles



NO squeeze yoghurt pouches

When placed in the bin, batteries and e-waste can cause truck fires. Recycle used batteries and other hard-to-recycle items at our Reuse and Recycle Hubs. Hub locations are on the next page.

For more information about disposal of these items, please refer to page 5 or go to WHICHBIN.SA.GOV.AU

RED WASTE BIN

WHICH BIN? THE RED BIN



Plastic bags



Soft plastics



Polystyrene and foam



Single use nappies



Broken crockery and glassware



Ropes and hoses



Coffee cups



Old clothing, footwear, and textiles

NEVER IN THE RED BIN



NO food waste



NO batteries or electronics



NO motor oil



NO liquid paint



NO building rubble or dirt



NO chemicals or poisons

Food scraps should always go in the green organics bin. All other items noted above are banned from any household bin.

For information about how to dispose of these items, please refer to page 5 or go to WHICHBIN.SA.GOV.AU

For residents only:

ON-CALL HARD WASTE COLLECTIONS

ACCEPTED



Broken furniture



Mattresses



Small electrical items



Branches and sticks (max. 2m long, 30cm diameter)



Timber, metal and plaster sheets (max. 2m long)



Fridges, washing machines, stoves and dryers

To book a hard waste collection please go to waste.cityofadelaide.com.au

NOT ACCEPTED



NO tyres, car parts or batteries



NO liquid paint



NO gas bottles or asbestos



NO soil, dirt, sand, rocks or building materials



NO chemicals or poisons



NO items too big or heavy for 2 people

It is unlawful to dispose of your waste in a public space without Council permission such as a booked hard waste collection. Refer to page 5 for information on how to safely dispose of hazardous waste.

Other Reuse and Recycling Options For Residents

Keeping materials in circulation contributes to a more circular economy. Before sending items to landfill or for recycling consider reusing, repairing, selling, donating or gifting them.

Hard-to-Recycle/Reuse Items:

Residents can drop off a range of items at City of Adelaide’s Reuse and Recycle Hubs found at the Customer Centre (25 Pirie Street), the City Library, the Minor Works Building Community Centre and the North Adelaide Library. Refer to the diagram below for more information.

Electronic Waste (E-Waste)

Products with a battery or an electrical plug are considered e-waste and are banned from landfill in SA. These items cannot be placed in any of your kerbside bins. E-waste can be collected as part of your hard waste collection or can be dropped off at no cost at:

Reuse and Recycle Hubs

City Library, North Adelaide Library, Minor Works Building Community Centre and our Customer Centre

Adelaide Waste and Recycling Centre

adelaidewasteandrecyclingcentre.com.au

Beverley Waste and Recycling Centre

charlessturt.sa.gov.au

Unplug n’ Drop

electronicrecyclingaustralia.com.au

Household Hazardous Waste

Hazardous household waste like pesticides, insecticides, herbicides, solvents, paints, pool chemicals etc. can be dropped off at no cost at four locations:

North Plympton, Campbelltown, Edinburgh North and Healthfield.

For more information visit greenindustries.sa.gov.au/hazwaste or call (08) 8204 2051

Mulch and Garden Waste

Larger quantities of garden green waste can be dropped off at the City of Adelaide’s Green Waste Recycling and Mulch Centre. Rate paying residents can drop off up to 4 trailer loads each year at no cost and will receive 50% discount on mulch purchases.

Green Waste Recycling and Mulch Centre

War Memorial Drive, North Adelaide (08) 8203 7502
cityofadelaide.com.au/greenwaste

REUSE AND RECYCLE HUBS

VISIT A HUB TODAY

- **City of Adelaide Customer Centre**
25 Pirie Street
- **City Library**
3 Rundle Place, 77-91 Rundle Mall
- **Minor Works Building Community Centre**
22 Stamford Court
- **North Adelaide Library**
176 Tynte Street



Fluorescent tubes
Up to 1.2 metres long. Only at two Hubs.



Blister packs
Aluminium and plastic composite type, must be empty.



Eye glasses or sunglasses
That can be refurbished or reused.



Batteries
Any that fit in the slot, except lead acid.



E-waste, cords and chargers
Any item smaller than 17 x 28cm that plugs into a power point, uses a charger or is battery powered.



Mobile phones and tablets
Including iPads, tablets and accessories.



Printer cartridges
Any that fit in the slot.



Light globes
Small intact light globes.



Plastic bread tags
No cardboard or face mask tags please!

Learn more about what can be recycled
cityofadelaide.com.au/reuse-recycle-hubs



For Businesses, Commercial & Community Groups

The City of Adelaide encourages all businesses, commercial entities and community groups to avoid waste. You can reduce your waste by:

- Contacting your suppliers to discuss ways to reduce packaging material
- Donating or selling items
- Avoiding disposable goods or single-use materials
- Using Australian Certified compostable products
- Buying products that can be recycled, repaired, refilled, or reused
- Transform leftover ingredients or materials into new menu items or products

View our helpful Sustainable Business Guides for more information: [Sustainable business guides | City of Adelaide](#)

Electronic Waste (E-Waste)

Contact a commercial waste provider to collect any not-fit-for-use products with a battery or a plug. These items, like a toaster or computer, are considered e-waste and cannot be placed in any kerbside bin.

Commercial Hazardous Waste

Hazardous commercial waste like pesticides, solvents, paints, etc. can be disposed of for a fee. Contact a commercial waste service provider for more information.

Disposal of Liquid Waste

Petroleum products, fats, oils, greases or industrial solvents cannot be disposed of down a drain, stormwater sewer, or on an outside ground surface. Contact a licensed liquid waste disposal company to dispose of liquid waste properly.

Enquiries

Contact Us

Visit waste.cityofadelaide.com.au or call the waste hotline 1800 777 844 to:

- Request a green organic bin
- Request bin repairs or replacements
- Report unemptied bins
- Report lost or stolen bins

Related Documents

City of Adelaide

Integrated Climate Strategy
By-Law No.5 – Waste Management
Operating Guidelines – Kerbside Waste
Management Services

Glossary

The terms below are used in the Guideline document and are defined as:

Bin: A mobile garbage bin (MGB) provided by City of Adelaide as a container for the temporary storage of organics, recycling and waste.

Business premise: A premise lawfully used for a commercial, light industrial, institutional, or other non-residential purposes and includes short term accommodation such as tourist accommodation in a hotel, back packer hostel or serviced apartment.

Bulk bin: Larger capacity bins including 660L and 1100L 4-wheeled bins.

Business and Commercial Kerbside Service: The service provided by City of Adelaide to eligible businesses. Service provision outlined in Appendix 1.

Circular economy: A methodology to use resources in a cyclical manner, keeping them at their highest value, effectively removing the concept of 'waste'.

Compostable bags: Bags which are certified and comply with the AS 4736-2006 standard. These bags may be used with a kitchen caddy to collect food scraps, which can be placed in the organics bin.

Community Group Services: The service provided by City of Adelaide to eligible Community Groups. Service provision outlined in Appendix 1.

Eligible business premise: A rateable business premise, including any related business premise, as defined in this guideline, which has a weekly waste generation rate that is compatible by waste types and volumes with City of Adelaide's Business and Commercial Kerbside Service.

General waste: That part of the waste stream remaining after the separation of recyclable, organic and hazardous or prohibited waste materials.

Hard waste: Selected solid waste items, as specified by City of Adelaide, which arise from residential premises that cannot be collected by the general waste, recycling or organics collection services.

Kitchen caddy: A small container used to collect organic waste and food scraps generated in the kitchen.

Organics recycling: Any clean organic matter consisting of lawn clippings, plants, vegetables, leaves, prunings, vegetables, fruit, manure or any other organic material for which permission has been granted by City of Adelaide. This excludes any item larger than 15 centimetres in diameter, domestic waste, commercial or industrial waste (general), listed waste, hazardous or electronic waste.

Rate exempt or rebated premise: A premise which receives a partial or full Council rate reduction or exemption pursuant to Section 166 of the *Local Government Act 1999*.

Recycling: Dry and clean newspapers, magazines, paper, cardboard, tins, cans, glass, milk and juice containers, plastic containers of a type specified by City of Adelaide and other recyclable material for which permission has been given by City of Adelaide.

Residential premise: A premise lawfully used as a dwelling or place of residence, including:

- A detached or semi dwelling, row house or townhouse.
- A home unit or apartment within a residential flat building or group dwelling.
- Caretakers' residence within a residential complex.
- This excludes short term stays and short stay tourist accommodation such as and hotels, serviced apartments, vacation rentals, student accommodation, hostels, bed & breakfast, AirBnB, lodging and boarding houses (excluding tourist accommodation).and commercial student accommodations.

Related business premise: Two or more rateable business premises which are related by way of common ownership, management or effective control that are located on a single site record or contiguous site records.

Resource recovery: The process of recovering materials for recycling. This can include comingled recycling, organics and food waste and more through the provision of services.

Standard Kerbside Residential Service: The service provided by City of Adelaide to residential premises. Service provision outlined in Appendix 1.

Resource Recovery Service Agreement: A periodic legal agreement between the Corporation of the City of Adelaide and a Community Corporation, Strata Corporation or equivalent for provision of resource recovery and waste services.

Resource Recovery Plan: A Plan that details the internal resource recovery management system of a building including service delivery model, roles and responsibilities and education/communication plan on correct system use.

Site record: A unique base or grandparent site record in City of Adelaide's property and rating system, which may accommodate a single or multiple rateable premises, which aligns to the following certificate of titles issued under the *Real Property Act 1886*:

- Torrens Title
- Community Title in the ownership of the Primary Community Corporation
- Strata Title owned by the Strata Corporation
- Moiety Title
- Company Title

Appendix 1

Waste and Resource Recovery Plan Guidance

This section of the Community Guidelines assists residential multi-unit dwellings in preparing a Waste and Resource Recovery Plan. A Waste and Resource Recovery Plan must include the following details:

1. Land use
2. Waste generation
3. Waste systems
4. Bin quantity, size, and colour
5. Collection frequency
6. Bin storage
7. Scaled waste management drawings
8. Collection contractors
9. Signage

All documents provided to City of Adelaide must be dated and include version control. If previous versions of a Waste and Resource Recovery Plan have been submitted to the City of Adelaide, please include a summary of the changes that have been made to the revision.

Waste and Resource Recovery Plan Details:

1. Land Use

The City of Adelaide requires:

- Contact details of the applicant
- Address of residential building
- Number of residential apartments by size (studio, one, two, three etc. bedrooms)
- Number of floors
- Number of building occupants
- Type and proportion of uses (residential, commercial, or mixed use)
- Current waste management arrangement i.e. collection frequency, number of bins, type of bins (if applicable), type of collection (on-site or off-site)

2. Waste Generation

City of Adelaide uses Green Industries SA's guidance on waste generation estimates. To calculate the appropriate bin quantities please visit the Green Industries SA Guide:

Better Practice Guide for Waste Management in Residential & Mixed Use Developments (greenindustries.sa.gov.au) – Appendix C

3. Waste and Resource Recovery Systems

Details of the entire waste system must be provided including in-apartment source separation systems, chutes, compactors, bin lifters etc.

At minimum the building design should include organics, recycling, waste and hard waste. It may also include other streams like items for donation/reuse, textiles or soft plastics to be managed by the building.

4. Bin Quantity, Size and Colour

The plan must include the number and size of bins. A smaller number of larger bins is preferred to a higher number of smaller bins.

5. Collection Frequency

The City of Adelaide supports the reduction of waste vehicle movements in our city. It is recommended that developments containing multiple residential tenancies combine waste storage and collection arrangements to minimise the number of vehicles required to service the property. Premises containing both residential and businesses should have separate waste storage areas and bins for residential and businesses waste.

6. Bin Storage

The development must include a designated bin storage room(s) which enables waste streams to be source separated and clearly labelled.

Adequate space must be provided in the bin room and shown in the plan submitted to City of Adelaide.

The following details must also be provided:

- Bin room size (m²)
- Bin layout
- Wash-down area
- Ventilation
- Vermin protection
- Noise reduction
- Stormwater pollution prevention
- Odour mitigation techniques.

7. Scaled Waste Management Drawings

A set of scaled drawings must be provided showing how organics, recycling and waste from the occupant(s) is disposed of through to the final collection point and pick up by the collection contractor. The drawings must include:

- Elevation drawings (including all hanging services) showing adequate clearance for the collection vehicle from the development's entry and exit points to the point of collection
- Generic residential and commercial floor spaces showing waste, recycling and organics disposal points
- Waste infrastructure and storage areas including any chutes, carousels, compactors, bins, bin lifters, hard waste and charity bins
- Clear diagram of movement of each material from disposal, storage and collection points including any gradient/slope/stairs
- Bin presentation location (on-street or on-site)
- Swept path diagrams illustrating sufficient access to collection points for all vehicles required to collect from the development. Swept path diagrams must show access to/from the nearest main street to ensure access into smaller streets/laneways is feasible

8. Collection Contractors

If the development's waste generation exceeds the City of Adelaide entitlement or does not comply with the Council's service requirements, private collection contractors may be used for some residential properties to substitute or supplement the City of Adelaide collection service.

9. Signage

Signs will be required on and near or adjacent to bin storage locations to communicate correct usage of system and reduce contamination. The City of Adelaide can provide assistance with signage.



Draft Engagement Plan

Project Title: Draft Guidelines for Kerbside Waste Management Services

Project Manager: David Bills

Title: Manager, Low Carbon and Circular Economy

Project Contact: Amandine Johnson, Team Leader Low Carbon and Circular Economy

Approval sign off

	Name	Signature	Date
Approver (Manager / Associate Director)			.../.../2024
Engagement Officer			.../.../2024

Version: 1.0
 Prepared by: Amandine Johnson
 Date: February 2024
 Status: Draft

BACKGROUND

In alignment with the Strategic Plan 2024-2028 and the draft Integrated Climate Strategy, the City of Adelaide's guidelines for kerbside waste management services have been reviewed to progress the City of Adelaide's target to increase diversion from landfill for residential kerbside waste from 50% (2020) to 80% by 2030.

This engagement is seeking feedback on the following documents to determine if the new services proposed in the new guidelines meet community expectations:

- Draft Operating Guidelines for Kerbside Waste Management Services (Operating Guidelines) which outline service provision.
- Draft Community Guidelines for Kerbside Waste Management Services (Community Guidelines) which provide design advice and an easy-to-read guide for service recipients.

The guidelines reflect CoA's current waste service levels and provide an opportunity for implementation of adjusted waste service models, at Council's discretion and subject to budget considerations, toward Council's kerbside waste diversion targets.

The CoA currently offers a service level comprised of Residential Kerbside Collection Service (weekly general waste, fortnightly co-mingled recycling, fortnightly FOGO). Businesses Kerbside Collection Service (weekly general waste, fortnightly co-mingled recycling, no FOGO). Community and Sporting Groups Kerbside Collection Service (weekly general waste collection has historically been provided with no specific guideline or policy). Multi-unit Dwellings (MUDS) Residential Kerbside Collection Service (weekly general waste, weekly FOGO, weekly co-mingled recycling).

To achieve Council's targets, a staged implementation of service level changes over four years is proposed.

Weekly FOGO collection to all residents on an opt-out basis. Weekly business FOGO service. Doubling existing level of the CoA serviced MUD's from 83 at present to 166 via engagement with existing building managers and early engagement with new developments (not factoring growth in MUD's overtime).

Subject to Council's approval and following community consultation for the 2024/2025 City of Adelaide budget, the following budget proposal has been made to support implementation:

- \$100,000 for a feasibility study for kerbside and bulk bin waste collection to inform negotiations when the current contracts conclude on 30 June 2027.
- \$270,000 for a 12-month pilot of 1000 households to undertake weekly food and green organics collection; and fortnightly waste collection.
- \$300,000 to formalise service level provision to sporting and community groups in the Adelaide Park Lands to enable implementation of the 3-bin service.

The City of Adelaide seeks feedback from the community whether such additional service provision meets current needs and expectations.

STRATEGIC LINK

Strategic Plan 2024 – 2028:

Our Environment - Resilient, protected and sustainable

- Target: Increase diversion from landfill for residential kerbside waste from 50% (2020) to 80% by 2030
- Lead as a Low Carbon Emissions City: Generate, lead and support new circular economy activities to support sustainability and economic outcomes.

- Be a sustainable climate resilient city and embed climate resilience in all that we do: Provide progressive waste management and resource recovery services. Work with the community to divert more waste from landfill.

Draft Integrated Climate Strategy:

- Divert 85% of residential kerbside collected waste from landfill
- Food waste in landfill is below 5% by weight
- Reduce waste generation by 15% per capita
- Less than 10% contamination of residential kerbside recycling bin

LEGISLATIVE REQUIREMENTS

- There is no legislative requirement to engage on the draft kerbside and waste management services guidelines. However, the City of Adelaide has fostered an involved and engaged community and businesses who are striving for a low carbon future for the city.

OBJECTIVES

- To inform the community about the Council's updated guidelines for kerbside waste management services.
- To hear from the community about their priorities regarding service changes.
- To seek feedback to refine the draft guidelines, to final version.

PURPOSE OF YOUR ENGAGEMENT

- Inform the community about the proposed new service models.
- Seek feedback to determine if the new services proposed meet community expectation.:

QUESTIONS:

- Does the community support the proposed changes to the frequency of collection as identified in the guideline.
- Does the community support expanding the kerbside waste service to businesses and community groups as identified in the guideline?

KEY MESSAGES

- Council has set targets to increase diversion of more resources from landfill and reduce contamination found in kerbside service bins.
- Changes to the City of Adelaide's kerbside waste management services help to achieve the targets outlined in the draft Integrated Climate Strategy and the Strategic Plan 2024-2028.

TIMEFRAMES

12 March 2024	Council Meeting
1 – 21 April 2024	Engagement for Community Consultation

Pending decision by Council on the draft guidelines for public consultation, targeted stakeholder and community consultation will commence from 1 April 2024 to 21 April 2024.

21 April – 15 May 2024

Review feedback and update accordingly

2 July 2024

Council Meeting for endorsement of Guidelines

The updated guidelines will be presented to the City Planning, Development and Business Affairs Committee for decision on 2 July 2024, for Council decision on 9 July 2024.

9 July 2024

Council Meeting for endorsement of Guidelines

LEVEL OF ENGAGEMENT

Level of Engagement	Inform	Consult
Goal	One way communication to provide balanced and objective information to assist understanding about something that is going to happen or has already happened.	Two way communications designed to obtain feedback on ideas, alternatives and proposals to inform our decision making .
Approach	We will share information about a decision or direction.	We will explore options , gain feedback and an understanding of your concerns and preferences.
Role of Stakeholder/Community	Listen	Contribute

EVALUATION PLAN

The consultation will be evaluated with the following performance indicators:

- Support of participants in the process for the updated guidelines.
- Support of participants in the process for the changes to service levels??
- Feedback about the process.
- Project timeframes adhered to.

TARGETED STAKEHOLDERS FOR ENGAGEMENT

Residents

Community Groups

Community Advocates

AEDA

Green Industries SA

ODASA

Business SA

Adelaide Sustainable Building Network
Adelaide West End Association
South West Community Group
West End Village Association
South East Community Residents Association
North Adelaide Precinct Association
North Adelaide Society
East End Committee
East End Coordination Group
South East Community Residents Association
Rotary Club
City South Association
Christie Walk
Uniting Communities
Urban Development Institute of Australia – SA
Hutt Street Traders Association
Adelaide Sustainability Centre



Update on the World Heritage Listing for the Adelaide Park Lands and Rural Settlement Landscapes

Strategic Alignment - Our Environment

Public

Tuesday, 5 March 2024

City Planning, Development and Business Affairs Committee

Program Contact:

Sarah Gilmour, Associate Director Park Lands, Policy & Sustainability

Approving Officer:

Iliia Houridis, Director City Shaping

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an update on the World Heritage listing for Adelaide and its Rural Settlement Landscapes and seek direction on progressing the bid.

The World Heritage bid for Adelaide and its Rural Settlement Landscape (World Heritage bid) is identified as a measure of success in the City of Adelaide Strategic Plan 2024-2028 ([Link 1](#)).

World Heritage listing has been a long-term ambition of the City of Adelaide and is identified in the Council's Heritage Strategy 2021-2036 – *Heritage: Our Future* ([Link 2](#)).

The World Heritage bid is an objective, initiative and measure of success in the Kadaltilla / Adelaide Park Lands Authority Strategic Plan 2023-2028, including obtaining State Government support for World Heritage listing submission by 2026 ([Link 3](#)). The Kadaltilla / Adelaide Park Lands Authority (Kadaltilla) is a subsidiary of the City of Adelaide and meets monthly. Kadaltilla has requested a standing item on their agenda to consider progress with the World Heritage bid. The most recent report was presented on 22 February 2024 ([Link 4](#)).

This report outlines the implications for Council to achieve World Heritage Listing, including the relationship with the State Government and other local governments who are potential bid partners.

RECOMMENDATION

The following recommendation will be presented to Council on 12 March 2024 for consideration

THAT THE CITY PLANNING, DEVELOPMENT AND BUSINESS AFFAIRS COMMITTEE RECOMMENDS TO COUNCIL

THAT COUNCIL

1. Notes the continued efforts of City of Adelaide to seek World Heritage status for the Adelaide Park Lands and its Rural Settlement Landscapes in partnership with the Mount Lofty World Heritage Consortium.
2. Endorses Option B – City of Adelaide and State Government Partnership, as presented in Item 7.4 on the Agenda for the meeting of the City Planning, Development and Business Affairs Committee held on 5 March 2024.
3. Authorises the Lord Mayor to write to Deputy Premier, Susan Close MP, Minister for Climate, Environment and Water seeking State Government support for alternative partnership approaches.
4. Authorises the Acting Chief Executive Officer or delegate to write to the Mount Lofty World Heritage Consortium advising bid partners of Council's decision, pending advice from the State Government.

IMPLICATIONS AND FINANCIALS

City of Adelaide 2024-2028 Strategic Plan	Strategic Alignment – Our Environment Achieve World Heritage listing of our Park Lands, and protect their national heritage listing status and pursue State Heritage listing to strengthen protections
Policy	As an action identified in the Heritage Strategy 2021-2036, the World Heritage listing of Adelaide and its rural settlement landscapes seeks to landmark the site and protect the area for future generations to enjoy and appreciate (Link 2).
Consultation	City of Adelaide has been working closely with State Government, other local government bid partners, the Federal Government and Kadaltilla / Adelaide Park Lands Authority for several years to clarify the scope of the bid. Partners and stakeholders of World Heritage listing bid will be notified of Council's decision.
Resource	Not as a result of this report
Risk / Legal / Legislative	City of Adelaide has publicly stated its commitment to progressing World Heritage for the Adelaide Park Lands and City Layout. Mount Barker District Council had responded, advising it will not provide further funding nor participate in the Oversight Committee.
Opportunities	Opportunities created through World Heritage listing include: <ul style="list-style-type: none"> • Improved understanding and recognition of the significance of Adelaide and its rural settlement landscapes • Global profile and cultural tourism business and international investment attraction • Creating a shared narrative about First Nations culture and history that aligns with colonial settlement. • Greater levels of protection.
23/24 Budget Allocation	City of Adelaide has dedicated an existing FTE to project manage the bid which is equivalent to \$74,000 of operating costs in 2023/24. City of Adelaide is also resourcing the administrative costs of the bid across the partnership and is seeking to progress a funding approach with the State Government. There is currently no operating budget allocated within the City of Adelaide 2023/24 Annual Business Plan and Budget.
Proposed 24/25 Budget Allocation	The item that is the subject of this report is currently unfunded. Any required funding for this item is subject to, and needs to be considered in the context of, the prioritisation of projects, initiatives and service enhancements for the development of the 2024/25 budget, and within the parameters of the LTFP to ensure long-term financial sustainability. Administration has submitted a budget proposal for \$160,000 to prepare a 'tentative listing' submission for Council consideration in the 2024/25 annual business plan and budget process. \$60,000 may be available from other bid partners pending decisions by the bid partners on their ongoing involvement in the bid. This would reduce the budget proposal to \$100,000. There is dedicated ongoing FTE available to project manage the bid.
Life of Project, Service, Initiative or (Expectancy of) Asset	The World Heritage bid process is complex and lengthy. The first step of achieving a 'tentative listing' is expected to take 3-4 years. City of Adelaide has been working to accelerate the tentative listing for completion by 2025.
23/24 Budget Reconsideration (if applicable)	Not as a result of this report
Ongoing Costs (eg maintenance cost)	Not as a result of this report
Other Funding Sources	The bid partners have approximately \$60,000 to contribute towards the ongoing development of the World Heritage bid.

DISCUSSION

Background

1. World Heritage listing is a complex process often taking a decade or longer, with key steps for *Tentative Listing* summarised below:
 - 1.1. Undertake research, comparative analysis, advice and consultation to identify potential Outstanding Universal Values (World Heritage Values).
 - 1.2. Draft Tentative Submission document detailing potential OUV's (nominally 5 pages).
 - 1.3. Submit the Tentative Submission document to the State Government for review and approval.
 - 1.4. The State Government will then formally submit the Tentative Submission document to the Commonwealth Government for review and approval.
 - 1.5. The Commonwealth Government will then register the Tentative Submission with the UNESCO World Heritage Centre who will include it on Australia's Tentative List for World Heritage Listing.
2. The stages following a successful *Tentative Submission* are briefly summarised as:
 - 2.1. Commonwealth Government advises Council of when the application will be scheduled for tabling at a meeting of the World Heritage Committee. Australia may only submit one Nomination for decision per year.
 - 2.2. Prepare and lodge a *Preliminary Assessment* Submission (nominally 30 pages) for review by ICOMOS and the World Heritage Centre.
 - 2.3. Prepare and Lodge the *Nomination Dossier* (can reach many hundreds of pages and includes details of proposed protection and governance arrangements) for review by ICOMOS and the World Heritage Centre.
 - 2.4. Tabled at a meeting of the World Heritage Committee for Final Decision.
3. The World Heritage project began around 2010, with the work of Professor Randy Stringer (Thinker-in-Residence and Professor at University of Adelaide, School of Agriculture Food and Wine), who contended that the Mount Lofty Region should pursue World Heritage listing.
4. Several local councils (Adelaide Hills Council, Mount Barker District Council, Barossa Council and the City of Onkaparinga), formed a Consortium to pursue World Heritage listing which resulted in legislation for the Barossa and McLaren Vale Character Preservation Districts.
5. In November 2019, the then Minister for Environment, Mr David Speirs, suggested that separate bid proposals for the Adelaide Park Lands and City Layout bid and Mount Lofty Ranges be combined.
6. In March 2020, World Heritage expert Duncan Marshall AM was engaged by City of Adelaide to prepare a feasibility study for the joint World Heritage listing that was completed in December 2021. The feasibility study concluded that Adelaide and its Rural Settlement Landscapes had World Heritage value and warranted pursuing as an exceptional example of the Wakefield colonisation model.
7. The Wakefield pattern of settlement included Adelaide's Town Acres, as well as 80 Acre rural blocks and the 'Special Surveys' primarily for speculative mining and pastoral interests. Administration has been advised by Mr Duncan Marshall AM that the City of Adelaide Layout and Park Lands 'do not tell enough of the Wakefield pattern of settlement story' to be considered on their own, and a World Heritage bid would need to include regional areas of the Consortium.
8. The Consortium worked toward preparing a Tentative Submission document, to be included on the Federal Government's list of Tentative places to put forward for World Heritage listing.
9. For a Tentative Submission to be accepted by the Federal Government, the First Nations owners of the land (including, but not limited to Kaurna, Ngadjuri, Ngarrindjeri, and Peramangk Nations) need to endorse the proposed listing under UNESCO Free, Prior and Informed Consent principles.

Current Status

10. In May 2021, Council adopted Heritage Strategy and Action Plan identifying advancing a World Heritage listing bid for the Adelaide Park Lands and City Layout as a key action.
11. Following the local government elections in November 2022, City of Adelaide took lead to progress the Tentative Submission across the Consortium and to confirm support from the current State Government.

12. In January 2023, Deputy Premier, Susan Close MP, Minister for Climate, Environment and Water, provided a letter advising of the State Government's support for the Consortium to prepare a Tentative Submission document.
13. City of Adelaide with the support of Mr Duncan Marshall AM and Uncle Jeffrey Newchurch (Kurna Elder) promoted the World Heritage bid project to the international heritage community at the ICOMOS conference in Sydney in September 2023. ICOMOS (International Council of Monuments and Sites) are advisors to the World Heritage Committee.
14. City of Adelaide undertook to prepare governance arrangements for the Consortium including senior executive oversight of the bid on the advice of Kadaltilla.
15. In August 2023, City of Adelaide invited State Government representative(s) from the Department for Environment and Water, and Chief Executive Officers from the Consortium to form an Oversight Committee for the World Heritage Bid. The first meeting of the Oversight Committee was held at the City of Adelaide as a briefing session for the Consortium.
16. In October 2023, City of Adelaide relaunched a webpage for the World Heritage bid which is hosted on the City of Adelaide website ([Link 5](#)).
17. The second meeting of the Inter-Agency Oversight Committee was scheduled for 15 November 2023 following consideration of the World Heritage bid partnership by several Council elected bodies. The meeting was an opportunity for bid-partners to confirm commitment to the project, discuss governance arrangements, resourcing and strategic goals for the World Heritage bid. The Oversight Committee meeting was cancelled due to lack of availability of the State Government and Chief Executives of the bid partners.
18. Administration wrote to Consortium bid partners on 4 December 2023 seeking to confirm their commitment to the project. To date, only Mount Barker District Council had responded, advising it will not provide further funding nor participate in the Oversight Committee.

Options to progress Tentative Submission

19. The City of Adelaide has obtained a fee offer in the order of \$160,000 to prepare the Tentative Submission documents which has informed a budget proposal for consideration in the 2024/25 annual business plan and budget process.
20. Administration has taken advice on the potential to progress the Tentative Submission under a different partnership arrangement. If the Tentative Submission is for the Adelaide and its Rural Settlement Landscapes and details the Wakefield colonisation model, including First Nations involvement, a different partnership model may be available (pending State Government support).
21. The following options are presented to Council for consideration in progressing the World Heritage bid and are subject to agreement with relevant parties:
 - 21.1. Option A – Mount Lofty Consortium (status quo)
 - 21.2. Option B – City of Adelaide and State Government Partnership (preferred)
 - 21.3. Option C – Defer delivery of the World Heritage project.

Option A: Mount Lofty Consortium (status quo)

22. A Tentative Submission by the current Consortium is supported by the State Government, which is a key requirement to progress a Tentative Submission and was formerly identify as the preferred way for all parties to proceed.
 - 22.1. To be effective in progressing the Tentative Submission, the current governance and funding arrangements would need to be resolved. There is currently limited appetite from Consortium partners to resolve these matters.

Option B: City of Adelaide and State Government Partnership (preferred)

23. Consideration has been given to City of Adelaide undertaking the Tentative Submission without the Mount Lofty Consortium, such an approach would require support from the State Government to enable it to proceed.
 - 23.1. In this circumstance, City of Adelaide would be responsible for leading and funding the Tentative Submission. The Mount Lofty Consortium Council's would form stakeholders to the bid rather than bid partners. City of Adelaide would be responsible for obtaining Free, Prior and Informed Consent from First Nations owners of the land (including, but not limited to Kurna, Ngadjuri, Ngarrindjeri, and Peramangk Nations).

Option C: Defer delivery of the World Heritage project

24. A World Heritage listing requires outstanding political will at all levels of government and widespread public mandate to be realised.
 - 24.1. City of Adelaide may wish to defer delivery of the World Heritage project if it determines that current levels of support from the State Government and Mount Lofty Consortium are insufficient to meaningfully progress the Tentative Submission.
25. Noting that the Mount Barker District Council has advised it will not provide further funding nor participate in the Oversight Committee and in the event the State Government does not prioritise a partnership to progress a Tentative Submission, there would likely be necessity to defer delivery of this project for the purposes of redefining the approach and partners to ensure clear alignment of the proposal and its partners.

Next Steps

26. Pending decision by Council, Administration will write to existing members of the Mount Lofty Consortium, including State Government, to communicate the City of Adelaide's position in relation to the World Heritage bid.

DATA AND SUPPORTING INFORMATION

Link 1 – [City of Adelaide Strategic Plan 2024-2028](#)

Link 2 – [City of Adelaide Heritage Strategy 2021-2036 – *Heritage: Our Future*](#)

Link 3 – [Kadaltilla / Adelaide Park Lands Authority Strategic Plan 2023-2028](#)

Link 4 – [Kadaltilla / Adelaide Park Lands Authority Meeting, Thursday, 22 February 2024](#)

Link 5 – [City of Adelaide World Heritage Bid website](#)

ATTACHMENTS

Nil

- END OF REPORT -

Exclusion of the Public

Tuesday, 5 March 2024

City Planning,
Development and Business
Affairs Committee

Program Contact:

Alana Martin, Manager
Governance

2018/04291

Public

Approving Officer:

Michael Sedgman, Acting
Chief Executive Officer

EXECUTIVE SUMMARY

Section 90(2) of the *Local Government Act 1999 (SA)* (the Act), states that a Council may order that the public be excluded from attendance at a meeting if the Council considers it to be necessary and appropriate to act in a meeting closed to the public to receive, discuss or consider in confidence any information or matter listed in section 90(3) of the Act.

It is the recommendation of the Chief Executive Officer that the public be excluded from this City Planning, Development and Business Affairs Committee meeting for the consideration of information and matters contained in the Agenda.

For the following Reports for Recommendation to Council seeking consideration in confidence

- 10.1** Draft Adelaide Park Lands Management Strategy (APLMS) [section 90(3) (j) of the Act]
- 10.2** Future Living Code Amendment [section 90(3) (m) of the Act]
- 10.3** Code Amendment - Adult Entertainment and Adult Products and Services Premises [section 90(3) (m) of the Act]

The Order to Exclude for Items 10.1, 10.2 and 10.3:

1. Identifies the information and matters (grounds) from section 90(3) of the Act utilised to request consideration in confidence.
2. Identifies the basis – how the information falls within the grounds identified and why it is necessary and appropriate to act in a meeting closed to the public.
3. In addition, identifies for the following grounds – section 90(3) (b), (d) or (j) of the Act - how information open to the public would be contrary to the public interest.

ORDER TO EXCLUDE FOR ITEM 10.1

THAT THE CITY PLANNING, DEVELOPMENT AND BUSINESS AFFAIRS COMMITTEE:

1. Having taken into account the relevant consideration contained in section 90(3) (j) and section 90(2) & (7) of the *Local Government Act 1999 (SA)*, this meeting of the City Planning, Development and Business Affairs Committee dated 5 March 2024 resolves that it is necessary and appropriate to act in a meeting closed to the public as the consideration of Item 10.1 [Draft Adelaide Park Lands Management Strategy (APLMS)] listed on the Agenda in a meeting open to the public would on balance be contrary to the public interest.

Grounds and Basis

This item contains material provided on a confidential basis which the State Government has requested be considered in confidence on the grounds that the details of the request are sensitive in nature and the release of this information prematurely may be misleading. The disclosure of information in this report could reasonably be expected to prejudice the position any negotiations between the City of Adelaide and the State Government.

Public Interest

The City Planning, Development and Business Affairs Committee is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of information may result in release of information prior to the finalisation of the matter by the State Government and the City of Adelaide. The disclosure of this information may materially and adversely affect the viability of the matter and prejudice the ability of the parties to discuss/participate or influence a proposal for the benefit of the State Government, the City of Adelaide and the community in this matter which on balance would be contrary to the public interest.

2. Pursuant to section 90(2) of the *Local Government Act 1999 (SA)* (the Act), this meeting of the City Planning, Development and Business Affairs Committee dated 5 March 2024 orders that the public (with the exception of members of Corporation staff and any person permitted to remain) be excluded from this meeting to enable this meeting to receive, discuss or consider in confidence Item 10.1 [Draft Adelaide Park Lands Management Strategy (APLMS)] listed in the Agenda, on the grounds that such item of business, contains information and matters of a kind referred to in section 90(3) (j) of the Act.

ORDER TO EXCLUDE FOR ITEM 10.2

THAT THE CITY PLANNING, DEVELOPMENT AND BUSINESS AFFAIRS COMMITTEE:

1. Having taken into account the relevant consideration contained in section 90(3) (m) and section 90(2) & (7) of the *Local Government Act 1999 (SA)*, this meeting of the City Planning, Development and Business Affairs Committee dated 5 March 2024 resolves that it is necessary and appropriate to act in a meeting closed to the public as the consideration of Item 10.2 [Future Living Code Amendment] listed on the Agenda in a meeting open to the public would on balance be contrary to the public interest.

Grounds and Basis

This Item is confidential as it contains information and links to draft Code Amendment documents provided by Planning and Land Use Services in confidence.

The disclosure of information in this report could reasonably breach confidentiality of information provided to Council by the State Government through Planning and Land Use Services prior to the commencement of a Code Amendment.

Public Interest

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of this information will result in release of information that has been provided to Council in confidence from the State Government through Planning and Land Use Services.

2. Pursuant to section 90(2) of the *Local Government Act 1999 (SA)* (the Act), this meeting of the City Planning, Development and Business Affairs Committee dated 5 March 2024 orders that the public (with the exception of members of Corporation staff and any person permitted to remain) be excluded from this meeting to enable this meeting to receive, discuss or consider in confidence Item 10.2 [Future Living Code Amendment] listed in the Agenda, on the grounds that such item of business, contains information and matters of a kind referred to in section 90(3) (m) of the Act.

ORDER TO EXCLUDE FOR ITEM 10.3

THAT THE CITY PLANNING, DEVELOPMENT AND BUSINESS AFFAIRS COMMITTEE:

1. Having taken into account the relevant consideration contained in section 90(3) (m) and section 90(2) & (7) of the *Local Government Act 1999 (SA)*, this meeting of the City Planning, Development and Business Affairs Committee dated 5 March 2024 resolves that it is necessary and appropriate to act in a meeting closed to the public as the consideration of Item 10.3 [Code Amendment - Adult Entertainment and Adult Products and Services Premises] listed on the Agenda in a meeting open to the public would on balance be contrary to the public interest.

Grounds and Basis

This Item is confidential as it contains information regarding the draft Code Amendment that is not appropriate to be made public prior to the commencement of public engagement, particularly due to the potentially sensitive nature of the draft Code Amendment

The disclosure of information in this report could reasonably breach confidentiality of information prior to public engagement of the draft Code Amendment.

Public Interest

The Committee is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of this information will release the draft Code Amendment prior to Council endorsement of the policy approach and public engagement plan.

- 2. Pursuant to section 90(2) of the *Local Government Act 1999 (SA)* (the Act), this meeting of the City Planning, Development and Business Affairs Committee dated 5 March 2024 orders that the public (with the exception of members of Corporation staff and any person permitted to remain) be excluded from this meeting to enable this meeting to receive, discuss or consider in confidence Item 10.3 [Code Amendment - Adult Entertainment and Adult Products and Services Premises] listed in the Agenda, on the grounds that such item of business, contains information and matters of a kind referred to in section 90(3) (m) of the Act.



DISCUSSION

1. Section 90(1) of the *Local Government Act 1999 (SA)* (the Act) directs that a meeting of Council must be conducted in a place open to the public.
2. Section 90(2) of the Act, states that a Council may order that the public be excluded from attendance at a meeting if Council considers it to be necessary and appropriate to act in a meeting closed to the public to receive, discuss or consider in confidence any information or matter listed in section 90(3) of the Act.
3. Section 90(3) of the Act prescribes the information and matters that a Council may order that the public be excluded from.
4. Section 90(4) of the Act, advises that in considering whether an order should be made to exclude the public under section 90(2) of the Act, it is irrelevant that discussion of a matter in public may -
 - (a) *cause embarrassment to the council or council committee concerned, or to members or employees of the council; or*
 - (b) *cause a loss of confidence in the council or council committee; or*
 - (c) *involve discussion of a matter that is controversial within the council area; or*
 - (d) *make the council susceptible to adverse criticism.*
5. Section 90(7) of the Act requires that an order to exclude the public:
 - 5.1 Identify the information and matters (grounds) from section 90(3) of the Act utilised to request consideration in confidence.
 - 5.2 Identify the basis – how the information falls within the grounds identified and why it is necessary and appropriate to act in a meeting closed to the public.
 - 5.3 In addition identify for the following grounds – section 90(3) (b), (d) or (j) of the Act - how information open to the public would be contrary to the public interest.
6. Section 83(5) of the Act has been utilised to identify in the Agenda and on the Report for the meeting, that the following report is submitted seeking consideration in confidence.
 - 6.1 Information contained in Item 10.1 – Draft Adelaide Park Lands Management Strategy (APLMS)
 - 6.1.1 Is not subject to an Existing Confidentiality Order.
 - 6.1.2 The grounds utilised to request consideration in confidence is section 90(3) (j) of the Act
 - (j) information the disclosure of which –
 - (i) would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the council, or a person engaged by the council); and
 - (ii) would, on balance, be contrary to the public interest
 - 6.2 Information contained in Item 10.2 – Future Living Code Amendment
 - 6.2.1 Is not subject to an Existing Confidentiality Order.
 - 6.2.2 The grounds utilised to request consideration in confidence is section 90(3) (m) of the Act
 - (m) information relating to a proposal to prepare or amend a designated instrument under Part 5 Division 2 of the *Planning, Development and Infrastructure Act 2016* before the draft instrument or amendment is released for public consultation under that Act.
 - 6.3 Information contained in Item 10.3 – Code Amendment - Adult Entertainment and Adult Products and Services Premises
 - 6.3.1 Is not subject to an Existing Confidentiality Order.
 - 6.3.2 The grounds utilised to request consideration in confidence is section 90(3) (m) of the Act
 - (m) information relating to a proposal to prepare or amend a designated instrument under Part 5 Division 2 of the *Planning, Development and Infrastructure Act 2016* before the draft instrument or amendment is released for public consultation under that Act.

ATTACHMENTS

Nil

- END OF REPORT -

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