

**CITY OF UNLEY**

**COUNCIL ASSESSMENT PANEL**

**Minutes of Meeting held Tuesday, 21 August 2018  
at 7.00pm in the Civic Centre, Unley**

**ACKNOWLEDGEMENT**

We would like to acknowledge this land that we meet on today is the traditional lands for the Kurna people and that we respect their spiritual relationship with their country. We also acknowledge the Kurna people as the custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the living Kurna people today.

**PRESENT:** Mr Brenton Burman (Presiding Member)  
Mrs Ann Nelson  
Mr Roger Freeman  
Mr Rufus Salaman

**APOLOGIES:** Ms Nicole Dent

**OFFICERS PRESENT:** Mr Paul Weymouth, Assessment Manager  
Mr Andrew Raeburn, Acting Team Leader Planning  
Mrs Amy Barratt, Acting Senior Planning Officer  
Ms Lily Francis, Development Administration

**CONFLICT OF INTEREST:**

Nil

**CONFIRMATION OF MINUTES:**

MOVED: Rufus Salaman                      SECONDED: Ann Nelson

That the Minutes of the City of Unley, Council Assessment Panel meeting held on Tuesday 17 July 2018, as printed and circulated be taken as read and signed as a correct record.

**CARRIED UNANIMOUSLY**

**ITEM 1**

**DEVELOPMENT APPLICATION – 090/201/2017/C2 – 66 ANZAC HIGHWAY, EVERARD PARK SA 5035 (GOODWOOD)**

Ms Shelaya Boothey, Mrs Karen Lintern, Mr Peter Jones on behalf of Mr Bruce Larwood, Mr Brian Stacey on behalf of Ms Colleen Tilbrook, representor, and Mr Garth Heyen on behalf of the applicant addressed the Panel regarding the above item.

An alternative recommendation was presented to the panel as follows:

MOVED: Ann Nelson

SECONDED: Rufus Salaman

That Development Application 090/201/2017/C2 at 66 Anzac Highway, Everard Park SA 5035 for 'The construction of a residential flat building consisting of six, three storey dwellings' is at variance with the provisions of the City of Unley Development Plan and should be REFUSED Planning Consent for the following reasons:

- The development does not achieve the minimum site area of 150 square meters per dwelling
- The development does not provide sufficient setbacks from the side and rear boundary to
  - reduce the visual impact
  - minimise overshadowing
- The development does not provide appropriately scaled landscaping along allotment boundaries at the interface between the zone and the adjoining RB 350 zone
- The development does not achieve the required minimum street frontage width of 22m for four or more dwellings
- The development does not provide sufficient on site visitor car parking
- The development does not achieve the 8m front setback requirement
- The development introduces a building design and scale at the interface between the zone and the adjacent RB350 zone that does not compliment the adjacent established residential zone.

**CARRIED**

**ITEM 2**

**DEVELOPMENT APPLICATION – 090/568/2017/C2 – 66 ANZAC HIGHWAY, EVERARD PARK SA 5035 (GOODWOOD)**

Ms Shelaya Boothey, representor, addressed the Panel regarding the above item.

An alternative recommendation was presented to the panel as follows:

MOVED: Ann Nelson

SECONDED: Rufus Salaman

That Development Application 090/568/2017/C2 at 66 Anzac Highway, Everard Park SA 5035 for 'Land Division - Community Title - Create 6 allotments from 1 existing' is at variance with the provisions of the City of Unley Development Plan and should be REFUSED Planning Consent for the following reasons:

- The development does not achieve the minimum site area of 150 square meters per dwelling
- The development is not orderly

**CARRIED UNANIMOUSLY**

**ITEM 3**

**DEVELOPMENT APPLICATION – 090/421/2018/C2 – 19 & 19A FLORENCE STREET, FULLARTON SA 5063 (PARKSIDE)**

Mrs Juliet Barnett and Mrs Robyn Hargreaves, representor and Mr Stacey Stouraitis, applicant addressed the Panel regarding the above item.

MOVED: Rufus Salaman

SECONDED: Roger Freeman

That Development Application 090/421/2018/C2 at 19 & 19A Florence Street, Fullarton SA 5063 to 'Construct two, two storey semi detached dwellings, including verandahs, front and internal fencing and garages on common boundaries' is not seriously at variance with the provisions of the City of Unley Development Plan and should be GRANTED Planning Consent subject to the following conditions:

**DEVELOPMENT PLAN CONSENT DETAILS OF DECISION:**

1. The Development herein approved shall be undertaken in accordance with all plans, drawings, specifications and other documents submitted to Council and forming part of the relevant Development Application except where varied by conditions set out below (if any) and the development shall be undertaken to the satisfaction of Council.
2. That the upper floor windows (excluding northern/front elevation) be treated to avoid overlooking prior to occupation by being fitted with permanently fixed non-openable translucent glazed panels (not film coated) to a minimum height of 1700mm above floor level with such translucent glazing to be kept in place at all times.
3. All stormwater from the building and site shall be disposed of so as to not adversely affect any properties adjoining the site or the stability of any building on the site. Stormwater shall not be disposed of over a crossing place.
4. That the total stormwater volume requirement (detention and retention) for the development herein approved shall be determined in accordance with the volume requirements and discharge rates specified in Table 3.1 and 4.1 in the City of Unley Development and Stormwater Management Fact Sheet dated 15 January 2017. Further details shall be provided to the satisfaction of Council prior to issue of Development Approval.
5. The construction of the crossing place(s)/alteration to existing crossing places shall be carried out in accordance with any requirements and to the satisfaction of Council at full cost to the applicant.
6. Tree protection measures be applied to the neighbouring Regulated *Corymbia citriodora* in accordance with the recommendations The Adelaide Tree Surgery report, written by Mark Elliot, dated 29<sup>th</sup> July 2018.

**NOTES PERTAINING TO DEVELOPMENT PLAN CONSENT:**

- It is recommended that as the applicant is undertaking work on or near the boundary, the applicant should ensure that the boundaries are clearly defined, by a Licensed Surveyor, prior to the commencement of any building work.

- The applicant is reminded of the requirements of the Fences Act 1975. Should the proposed works require the removal, alteration or repair of an existing boundary fence or the erection of a new boundary fence, a 'Notice of Intention' must be served to adjoining owners. Please contact the Legal Services Commission for further advice on 1300 366 424 or refer to their web site at [www.lsc.sa.gov.au](http://www.lsc.sa.gov.au).

**CARRIED UNANIMOUSLY**

**ITEM 4**

**DEVELOPMENT APPLICATION – 090/30/2018/C2 – 9 MUSGRAVE STREET,  
GOODWOOD SA 5034 (GOODWOOD)**

The Presiding Member advised that minutes of the site inspection at 9 Musgrave on Monday 20<sup>th</sup> of August had been tabled.

Jadynne Harvey, representor and Mr Peter Jenson on behalf of the applicant, Mr Jon Rainsbury addressed the panel regarding the above item.

An alternative recommendation was put to the panel as follows:

MOVED: Rufus Salaman

SECONDED: Brenton Burman

That Development Application at 9 Musgrave Street, Goodwood 5034 to 'carry out alterations to existing outbuilding and conversion to dependant accommodation, is at variance with the provisions of the City of Unley Development Plan and should be REFUSED Planning Consent for the following reasons:

- The development does not represent an orderly form of development, contrary to Council Wide (Form of Development) Objective 1 ;
- The floor area of the dependant accommodation is excessive relative to the main dwelling and would exceed 60m<sup>2</sup> in floor area, contrary to Council Wide (Residential Development) PDC 55 (c);
- The dependant accommodation would not continue the architectural style and general appearance of the main dwelling, contrary to Council Wide (Residential Development) PDC 55 (f);
- The dwelling would be located in the rear yard of an existing street- fronting dwelling and would detrimentally impact on the established settlement pattern and impose on the characteristic spacious setting of neighbouring dwelling sites, exceed single storey and impose excessive bulk, contrary to Residential Historic (Conservation) Zone PDC 8 (b);

**CARRIED UNANIMOUSLY**

**ITEM 5**

**DEVELOPMENT APPLICATION – 090/408/2018/C2 – 9 JOHN STREET, GOODWOOD 5034 (UNLEY)**

MOVED: Roger Freeman

SECONDED: Ann Nelson

That Development Application 090/408/2018/C2 at 9 John Street, Goodwood 5034 to/ 'Extend carport, relocate shed, construct alfresco area and construct verandah' is not seriously at variance with the provisions of the City of Unley Development Plan and should be GRANTED Planning Consent subject to the following conditions:

**DEVELOPMENT PLAN CONSENT DETAILS OF DECISION:**

1. The Development herein approved shall be undertaken in accordance with all plans, drawings, specifications and other documents submitted to Council and forming part of the relevant Development Application except where varied by conditions set out below (if any) and the development shall be undertaken to the satisfaction of Council.
2. All stormwater from the building and site shall be disposed of so as to not adversely affect any properties adjoining the site or the stability of any building on the site. Stormwater shall not be disposed of over a crossing place.

**NOTES PERTAINING TO DEVELOPMENT PLAN CONSENT:**

- It is recommended that as the applicant is undertaking work on or near the boundary, the applicant should ensure that the boundaries are clearly defined, by a Licensed Surveyor, prior to the commencement of any building work.
- The applicant is reminded of the requirements of the Fences Act 1975. Should the proposed works require the removal, alteration or repair of an existing boundary fence or the erection of a new boundary fence, a 'Notice of Intention' must be served to adjoining owners. Please contact the Legal Services Commission for further advice on 1300 366 424 or refer to their web site at [www.lsc.sa.gov.au](http://www.lsc.sa.gov.au).

**CARRIED UNANIMOUSLY**

**ITEM 6**

**DEVELOPMENT APPLICATION – 090/624/2017/C2 – 23 ROBSART STREET, PARKSIDE SA 5063 (PARKSIDE)**

MOVED: Roger Freeman

SECONDED: Rufus Salaman

That Development Application 090/624/2017/C2 at 23 Robsart Street, Parkside SA 5063 to 'Construct a two storey dwelling with carport to the rear of the existing dwelling' is not seriously at variance with the provisions of the City of Unley Development Plan; and the Council Assessment Panel authorises the Team Leader of Planning to issue Development Plan Consent, upon the officer being satisfied that a land division application has been received, and subject to the following conditions:

### **DEVELOPMENT PLAN CONSENT DETAILS OF DECISION:**

1. The Development herein approved shall be undertaken in accordance with all plans, drawings, specifications and other documents submitted to Council and forming part of the relevant Development Application except where varied by conditions set out below (if any) and the development shall be undertaken to the satisfaction of Council.
2. All stormwater from the building and site shall be disposed of so as to not adversely affect any properties adjoining the site or the stability of any building on the site. Stormwater shall not be disposed of over a crossing place.
3. Prior to the issue of Development Approval, a stormwater management plan shall be provided to the reasonable satisfaction of Council that includes details of stormwater flow calculations demonstrating post development flow rates do not exceed pre-development flow rates.
4. The approved development must be carried out in accordance with all tree protection measures contained within the Development Impact Report prepared by Arborman Tree Solutions, dated 17 April 2018.
5. That a detailed landscaping plan, which provides details of any paving and surfacing materials, garden structures / walls, bin stores and the species and location of proposed trees and shrubs on the site, shall be submitted to and approved by Council prior to the issue of Development Approval. Any surfacing material should be permeable wherever practicable.
6. The landscaping details approved by Council shall be established prior to the occupation of the development and shall be irrigated, maintained and nurtured at all times with any diseased or dying plants being replaced.

### **NOTES PERTAINING TO DEVELOPMENT PLAN CONSENT:**

- It is recommended that as the applicant is undertaking work on or near the boundary, the applicant should ensure that the boundaries are clearly defined, by a Licensed Surveyor, prior to the commencement of any building work.
- The applicant is reminded of the requirements of the Fences Act 1975. Should the proposed works require the removal, alteration or repair of an existing boundary fence or the erection of a new boundary fence, a 'Notice of Intention' must be served to adjoining owners. Please contact the Legal Services Commission for further advice on 1300 366 424 or refer to their web site at [www.lsc.sa.gov.au](http://www.lsc.sa.gov.au).

**CARRIED UNANIMOUSLY**

**ITEM 7**

**DEVELOPMENT APPLICATION – 090/148/2018/C2 – 68 MALVERN AVENUE,  
MALVERN 5061 (UNLEY PARK)**

Dr Sam Hall, representor, and Mr Alan Cooper, applicant, supported by Mr Sam Murphy addressed the panel regarding the above item.

MOVED: Roger Freeman

SECONDED: Rufus Salaman

That Development Application 090/148/2018/C2 at 68 Malvern Avenue, Malvern 5061 to 'Construct two storey dwelling including verandah, in-ground swimming pool, fencing (including front fence) and garage on common boundary' is not seriously at variance with the provisions of the City of Unley Development Plan and should be GRANTED Planning Consent subject to the following conditions:

**DEVELOPMENT PLAN CONSENT DETAILS OF DECISION:**

1. The Development herein approved shall be undertaken in accordance with all plans, drawings, specifications and other documents submitted to Council and forming part of the relevant Development Application except where varied by conditions set out below (if any) and the development shall be undertaken to the satisfaction of Council.
2. The alteration to existing crossing places shall be carried out in accordance with any requirements and to the satisfaction of Council at full cost to the applicant.
3. A minimum clearance of 2.5 metre between driveway crossover(s) and existing street tree(s) be provided.
4. That the total stormwater volume requirement (detention and retention) for the development herein approved shall be determined in accordance with the volume requirements and discharge rates specified in Table 3.1 and 4.1 in the City of Unley Development and Stormwater Management Fact Sheet dated 15 January 2017. Further details shall be provided to the satisfaction of Council prior to issue of Development Approval.
5. That ancillary pool and/or spa equipment shall be entirely located within a sound attenuated enclosure which is at least 5 metres from a habitable room window on an adjoining property prior to the operation of said equipment.
6. That waste water from the swimming pool shall be discharged to the sewer, and not be allowed to flow onto adjoining properties or the street water table under any circumstances.
7. That the upper floor windows be treated to avoid overlooking prior to occupation by being fitted with permanently fixed non-openable translucent glazed panels (not film coated) to a minimum height of 1700mm above floor level with such translucent glazing to be kept in place at all times.

**NOTES PERTAINING TO DEVELOPMENT PLAN CONSENT:**

- It is recommended that as the applicant is undertaking work on or near the boundary, the applicant should ensure that the boundaries are clearly defined, by a Licensed Surveyor, prior to the commencement of any building work.



- That any damage to the road reserve, including road, footpaths, public infrastructure, kerb and guttering, street trees and the like shall be repaired by Council at full cost to the **applicant**.
- The applicant is reminded of the requirements of the Fences Act 1975. Should the proposed works require the removal, alteration or repair of an existing boundary fence or the erection of a new boundary fence, a 'Notice of Intention' must be served to adjoining owners. Please contact the Legal Services Commission for further advice on 1300 366 424 or refer to their web site at [www.lsc.sa.gov.au](http://www.lsc.sa.gov.au).
- That any necessary alterations to existing public infrastructure (stobie poles, lighting, traffic signs and the like) shall be carried out in accordance with any requirements and to the satisfaction of the relevant service providers.
- The applicant must ensure there is no objection from any of the public utilities in respect of underground or overhead services and any alterations that may be required are to be at the applicant's expense.
- Your attention is drawn to the requirements of **Development Regulation 76C- Fire Safety Requirements - Brush Fences**.

It is a requirement for the purpose of building rules assessment that brush fences (existing, proposed or altered) must be clearly identified on all documentation to be lodged for building rules consent. Brush fences within 3 metres of any dwelling will require development approval.

**CARRIED**

**ITEM 8**

**DEVELOPMENT APPLICATION – 090/731/2017/C2/A – 47 MARLBOROUGH STREET, MALVERN SA 5061 (UNLEY PARK)**

Mr Norman Sheum on behalf of H Chang, representor, and Mr Peter Miro on behalf of the applicant addressed the panel regarding the above item.

MOVED: Ann Nelson

SECONDED: Rufus Salaman

That Development Application 090/731/2017/C2/A at 47 Marlborough Street Malvern for 'Variation to 090/339/2017C2 – Enclose northern elevation and increase height of structure including ensuite' be DEFERRED and the applicant is requested to:

- Obtain a boundary survey; and
- Investigate alternative design solutions to ensure any space between the new structure and the fence can be maintained.

**CARRIED UNANIMOUSLY**

**ITEM 9**

**DEVELOPMENT APPLICATION – 090/12/2018/NC – 49 KING WILLIAM ROAD, UNLEY 5061 (UNLEY)**

Mr Grant Croft from Master Plan and Mr Thomas Wilson from Cirqa, addressed the panel regarding the above item.

MOVED: Rufus Salaman

SECONDED: Ann Nelson

That Development Application 090/12/2018/NC at 49 King William Road, Unley 5061 for 'Change of use from detached dwelling to consulting rooms and dwelling' is not seriously at variance with the provisions of the City of Unley Development Plan and should be GRANTED Planning Consent subject to the CONCURRENCE of the State Commission Assessment Panel and subject to the following conditions:

**DEVELOPMENT PLAN CONSENT DETAILS OF DECISION:**

1. The Development herein approved shall be undertaken in accordance with all plans, drawings, specifications and other documents submitted to Council and forming part of the relevant Development Application except where varied by conditions set out below (if any) and the development shall be undertaken to the satisfaction of Council.
2. The hours of operation of the Consulting Rooms shall not exceed the following period:
  - 8am to 5:30pm Monday to Friday
3. That no signs be erected or displayed without the prior consent of the Council.

**NOTES PERTAINING TO DEVELOPMENT PLAN CONSENT:**

- The granting of this consent does not remove the need for the applicant to obtain all other consents that may be required by other statutes or regulations. The applicant is also reminded that unless specifically stated, conditions from previous relevant development approvals remain active.

**CARRIED**

**ITEM 10**

**DEVELOPMENT APPLICATION – 090/863/2017/DIV – 4 HALE STREET, EVERARD PARK SA 5035 (GOODWOOD)**

MOVED: Roger Freeman

SECONDED: Rufus Salaman

That Development Application 090/863/2017/DIV at 4 Hale Street Everard Park for 'Land Division - Community Title – Divide one allotment into two' is not seriously at variance with the provisions of the City of Unley Development Plan and should be GRANTED Planning Consent subject to the following conditions:

**DEVELOPMENT PLAN CONSENT DETAILS OF DECISION:**

1. The Development herein approved shall be undertaken in accordance with all plans, drawings, specifications and other documents submitted to Council and forming part of the relevant Development Application except where varied by conditions set out below (if any) and the development shall be undertaken to the satisfaction of Council.

**NOTES PERTAINING TO LAND DIVISION CONSENT:**

1. That the existing building on site be demolished prior to the issue of the Section 51 Certificate by the Development Assessment Commission. (All demolition is subject to separate Development Approval.)

**NOTE:** Pursuant to Section 51 of the Development Act 1993, all outstanding requirements and conditions in relation to this approval must be met to the reasonable satisfaction of Council before the required Certificate is issued by the Development Assessment Commission.

**STATE COMMISSION ASSESSMENT PANEL CONDITIONS** are as follows:

1. The financial requirements of SA Water shall be met for the provision of water supply and sewerage services.  
Subject to our new process, on receipt of the developer details and site specifications an investigation will be carried out to determine if the connections to your development will be standard or non standard fees.  
The developer must inform potential purchasers of the community lots of the servicing arrangements and seek written agreement prior to settlement, as future alterations would be at full cost to the owner/applicant.
2. Payment of \$6830 into the Planning and Development Fund (1 allotment(s) @ \$6830/allotment).  
Payment may be made by credit card via the internet at [www.edala.sa.gov.au](http://www.edala.sa.gov.au) or by phone (7109 7018), by cheque payable to the Development Assessment Commission marked "Not Negotiable" and sent to GPO Box 1815, Adelaide 5001 or in person, at Ground Floor, 101 Grenfell Street, Adelaide.
3. A final plan complying with the requirements for plans as set out in the Manual of Survey Practice Volume 1 (Plan Presentation and Guidelines) issued by the Registrar General to be lodged with the Development Assessment Commission for Land Division Certificate purposes.

**CARRIED UNANIMOUSLY**

**ITEM 11**

**DEVELOPMENT APPLICATION – 090/381/2017/C2 – 4 HALE STREET, EVERARD PARK SA 5035 (GOODWOOD)**

MOVED: Ann Nelson

SECONDED: Roger Freeman

That Development Application 090/381/2017C2 at 4 Hale Street Everard Park to 'Demolish existing dwelling and construct two, two-storey semi-detached dwellings with balconies and a carport at the rear' is not seriously at variance with the provisions of the City of Unley Development Plan and should be GRANTED Planning Consent subject to the following conditions:

**DEVELOPMENT PLAN CONSENT DETAILS OF DECISION:**

1. The Development herein approved shall be undertaken in accordance with all plans, drawings, specifications and other documents submitted to Council and forming part of the relevant Development Application except where varied by conditions set out below (if any) and the development shall be undertaken to the satisfaction of Council.
2. That the total stormwater volume requirement (detention and retention) for the development herein approved shall be determined in accordance with the volume requirements and discharge rates specified in Table 3.1 and 4.1 in the City of Unley Development and Stormwater Management Fact Sheet dated 15 January 2017. Further details shall be provided to the satisfaction of Council prior to issue of Development Approval.
3. All stormwater from the building and site shall be disposed of so as to not adversely affect any properties adjoining the site or the stability of any building on the site. Stormwater shall not be disposed of over a crossing place.
4. That the upper floor windows (excluding southern elevation) be treated to avoid overlooking prior to occupation by being fitted with permanently fixed non-openable translucent glazed panels (not film coated) to a minimum height of 1700mm above floor level with such translucent glazing to be kept in place at all times.

**NOTES PERTAINING TO DEVELOPMENT PLAN CONSENT**

- It is recommended that as the applicant is undertaking work on or near the boundary, the applicant should ensure that the boundaries are clearly defined, by a Licensed Surveyor, prior to the commencement of any building work.
- That any necessary alterations to existing public infrastructure (stobie poles, lighting, traffic signs and the like) shall be carried out in accordance with any requirements and to the satisfaction of the relevant service providers.
- The applicant is reminded of the requirements of the Fences Act 1975. Should the proposed works require the removal, alteration or repair of an existing boundary fence or the erection of a new boundary fence, a 'Notice of Intention' must be served to adjoining owners. Please contact the Legal Services Commission for further advice on 1300 366 424 or refer to their web site at [www.lsc.sa.gov.au](http://www.lsc.sa.gov.au).
- That any damage to the road reserve, including road, footpaths, public infrastructure, kerb and guttering, street trees and the like shall be repaired by Council at full cost to the **applicant**.

- Residential Parking Permits will not be issued to residents of Community or Strata titled dwellings or other multi dwelling buildings if granted development approval on or after 1 November 2013.

**CARRIED UNANIMOUSLY**

**ITEM 12**

**DEVELOPMENT APPLICATION – 090/133/2018/C1 – 14 KATHERINE STREET, FULLARTON 5063 (PARKSIDE)**

MOVED: Rufus Salaman

SECONDED: Roger Freeman

That Development Application 090/133/2018/C1 at 14 Katherine Street, Fullarton 5063 to remove one Significant tree - Eucalyptus nicholii (Narrow Leaved Black Peppermint)', is at variance with the provisions of the City of Unley Development Plan and should be REFUSED Planning Consent for the following reasons:

1. The tree makes an important contribution to the character and amenity of the local area and forms a notable visual element to the landscape of the local area.
2. The tree is in good health and structure and has a useful life expectancy.
3. The tree does not represent an unacceptable risk to public or private safety.
4. The tree is not causing substantial damage to a building or causing or threatening to cause substantial damage to a substantial building.
5. The proposal is at variance to the following provisions of the Unley Development Plan:
  - Council Wide Objective 1, 2 and 3 of the Regulated and Significant Tree Section; and
  - Council Wide Principle of Development Control 5, 6, 7 and 8 of the Regulated and Significant Tree Section.

**CARRIED UNANIMOUSLY**

**ITEM 13**

**DEVELOPMENT APPLICATION – 090/543/2018/NC – 30 MAPLE AVENUE, FORESTVILLE SA 5035 (GOODWOOD)**

MOVED: Ann Nelson

SECONDED: Rufus Salamn

That pursuant to Section 17 (3) (b) of the Development Regulations 2008, the Council Assessment Panel determines to proceed with an assessment of Development Application 090/543/2018/NC at 30 Maple Avenue, Forestville SA 5035 to 'Construct warehouse with associated office (two storey)'.

**CARRIED UNANIMOUSLY**

**CLOSURE**

The Presiding Member declared the meeting closed at 10:36pm.

The foregoing minutes were taken as read and confirmed at the meeting of the Panel on Tuesday 18/09/2018

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**PRESIDING MEMBER**

**DATED**     /     /

NEXT MEETING  
Tuesday, 18 September 2018