

# Workshop Program

**Tuesday 7 November 2017 commencing at 6.15pm**

Reception Room, Civic Centre, 128 Prospect Road, Prospect

**Workshop Chair: Nathan Cunningham , Acting Chief Executive Officer**

## Workshop Opening

- Apologies – Cr K Barnett
- On Leave

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Meeting Close

## Workshop Guidelines

The following details provide an overview of the procedures to be observed:

1. The Workshop will be held on the first and second Tuesday of each month, other than January of each year, between the hours of 6.15pm and 9.30pm (commencing with a light meal for elected members and staff), for the term of the Council or until the Council determines to discontinue the Workshop structure.
2. The need for extraordinary Workshops will be assessed and determined by the CEO.
3. The Workshops will be held in the Reception Room, Civic Centre, 128 Prospect Road, Prospect SA 5082.
4. The time, date and location may be subject to change by the CEO where necessary.
5. The Workshops will be open to the public and media. Notice of a Workshop and the program for a Workshop is to be placed on the Council's website.
6. A confidentiality declaration may be determined by either the Council or CEO in accordance with Council's Informal Gatherings Policy.
7. No decisions will be made at the Workshops. There will be the opportunity for discussion and questions and answers only, and the provision of guidance to the Administration.
8. The CEO or proxy will convene and chair the Workshop to ensure the smooth running of the meeting. The proxy will be determined by the CEO on a needs basis.
9. All Elected Members will be encouraged to attend.
10. The CEO will ensure the Program and papers for the Workshop, which will include Agenda items for the following Council Meeting, will be provided to members by the Friday preceding the Workshop to allow time for members to read the reports and prepare their questions prior to the Workshop.
11. Notes will be made of the general issues and items covered by the Workshop, given that no decisions can be made, and distributed to Elected Members for information.
12. The format for the Workshop may vary on a meeting by meeting basis and could include training, planning, presentations, and discussions.
13. The format for the Workshop will be determined by the CEO.
14. External parties may make Presentations/deputations to the Workshop, subject to prior agreement by the CEO.
15. Elected Members, employees and consultants will be required to disclose any financial and/or conflicts of interest in matters to be discussed. The disclosure of such interest and participation in the Workshop will need to be made as if the matter was considered in accordance with the Local Government Act 1999. A record of the disclosures of interest will be made and maintained by the CEO.

## Workshop Protocol

The protocols are a set of guiding principles that aim to achieving enhanced, meaningful engagement of members and to facilitate an equal and equitable participation of all members.

The individual members commitment to active listening and disciplined talking, displaying both courtesy and respect to other members is paramount.

1. The Chair ensures that every members' input is heard and not overlooked or lost, and will enforce a limit on speakers' time when it is best required.
2. No rank and/or officer position of administrative or governance authority recognised within the workshop (except for the Chair), and protocols are enforced when deemed necessary.
3. Members and staff are to be addressed by their first name and not by their title of office they hold.
4. Discussion must be focussed on the issues and matters being the subject of discussion.
5. One member speaking at a time is a right, and must be enjoyed by all members.
6. Interrupting another member speaking is not desired and members are encouraged to exercise restraint for the benefit of all concerned. Equally, there should be no dialogue between members and person(s) in the gallery that interrupts the workshop discussion.
7. No ridicule, blame or shame to be expressed and/or exchanged during the workshop and care should always be taken with the words used in debate.
8. Problems and solution expressed by members are a healthy part of the discussion and may lead to positive outcomes, and should not be frowned upon but rather encouraged.
9. Although it is not a decision-making forum, it is an important part of ensuring a well-informed and enhanced decision-making process for Council.
10. The imperatives for a successful conduct of these workshops are that all members need to work together, displaying courtesy and respect to each other.

It is important that all members recognise the above list of protocols is not about rules; protocols are a set of guiding principles that are agreed on and committed to by all participating members.

## Notes from previous workshop

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### Notes from Workshop 30 October 2017

**Chair:** Cate Hart, Chief Executive Officer

**Present:** D O'Loughlin, K Barnett, T Evans, A De Backer, M Standen, M Lee, M Groote,

**Apologies:** A Harris, M Larwood

### Notes from previous workshop held on 17 October 2017

- Taken as read.

## 1. Infrastructure Asset Management Plan (IAMP)

Ginny Moon introduced Rod Ellis (Tonkin Consulting) to outline the impact of the transport assets renewal methodology adopted by Council in November 2015.

The basis of the 10year Renewal Plan is:

- Whole of life philosophy developed and present in 2014;
- Data collected and analysed in 2015; and
- Physical condition and intervention.

### Elected Member questions and comments

Why has the expected/effective life extended to 135yrs from 80yrs? *We performed an analysis and that was the decision at the time and the 2011 shift was to lower depreciation.*

Does motor vehicle speed affect the life of the road? *Turning and braking can affect the surface early in life cycle.*

We don't seem to do as much crack sealing as other councils. *Prospect has years ago undertaken some with enrichment programs, very little recently.*

### **Spray Seal Treatment Selection**

There have been a number of complaints with the loose stones:

- dragged into houses,
- water tends to pond, and
- cyclists are unhappy.

Do our people undertake reinstatements and do we have a standard? There are times where we have been disappointed with the quality of work. *Service providers will reinstate after their work. And yes we have a standard.*

We do have a number of surface treatments but seem to lack a program for renewal.

Do the full kerb replacements include pram ramps? *They will be renewed if in poor condition.*

We are wiser now, spray seals do not resolve any undulations at all.

### **Current Long Term Financial Plan (LTFP) (10 years) Roads Only**

Why have we not included rejuvenation for a couple of years? *High construction in those years.*

Can we use profiling on uneven roads? *Cautiously we can, beware of damaging macadam. Determining whether the deformation needs attention, this is subjective, it is undertaken by visual inspection*

### **Renewal Comparison**

Our asset sustainability ratio is on the lower side? *The lower figure is as defined in the IAMP, when we complete the full program we will meet the performance indicator.*

Do we consider the level of usage on each road to work out the renewal priority?

We need to review the proposed roads before the draft plan is presented.

I am interested to understand how the road assessments are performed.

### Key Considerations

Reseal undulations are not the quality we are seeking.

Local streets – what are you prepared to accept? *Take a list of the problem roads and do an assessment.*

A process needs to be introduced.

Limiting undulation without reconstructing – macadam pavements will remain.

#### Where to from here

- A further workshop discussion
- Present in accordance with objectives and consider LTFP impacts.

## 2. **Open Space Strategy – Part 1**

Ginny Moon and Gene Fong displayed the review and reform process for the Open Space Strategy, addressing existing play spaces and opportunities to expand strategic locations with potential land acquisitions.

#### Elected Member questions and comments

The equipment is available for use by children and adults.

The 400m walking distance referred to, when we were previously consulted it was based on 200m.

This is an important element to clarify, walking up to 400m is ok, any further and people will likely jump in a car.

I would like to see the site area (m2) to inform the category.

#### **Thoughts on purchasing land to increase open space or accept areas will remain without?**

Yes keen to buy land, do not support a loss of open space (no net loss). Where do we have land that we will not use? We could sell this and invest in other areas. Have we considered an active space without equipment for ball kicking?

It would be helpful if all layers were set out as a type of analysis so we can visualize the gaps.

Is it about no place to go or no equipment available?

#### **Prioritisation and hierarchy (categorize) exercise to determine investment levels and timing.**

Simplify hierarchy (rationalize) from 7 to a lower number.

Reconsider the development within each park.

Clarify the elements that classify each space.

#### Key Considerations

- Supportive of resolving deficits (land acquisition and disposal policy to ensure occur concurrently)
- 400m walking distance is acceptable.
- Provide a map which includes overlaying of the current spaces.

#### Where to from here

- Map out what we have and identify the gaps;

## 3. **Debrief Regarding CLIC Design Concept**

Cate Hart spoke of the concept design (block plans) that were presented to Council in October.

The Community Reference Group (CRG) were provided with a version of the proposed site development, including the footprint and all 3 levels, with the carpark sitting below the building and optional outdoor spaces on 1<sup>st</sup> and 2<sup>nd</sup> level.

CRG comments on the current concept included:

- Support for 3 levels, height and presentation to the street;
- Commercial space was sensible as provided flexibility and forward thinking;
- Location of majority of activities on ground floor was supported;
- Very supportive for rear carpark and thoroughfare access with undercroft parking and lift access.
- Liked the outdoor space over the carpark

### Elected Member questions and comments

Did the CRG ask about art being available throughout the complex?

How was the building cost received? *The CRG want a building that they are proud of, they are seeking value for money.*

I like the art gallery as a feature fronting Prospect Road and the staircase as the entrance, is it hard to do a rooftop garden?

Last week's major criticism was the lack of façade and minimal opportunity to be creative with the interfaces. This option appeals more, and I like the double height in the entrance.

This version has developed more, the optional outdoor space costs?

I don't think the outdoor space is optional.

Is the front setback the same as we have now? *We are still to consider that.*

I prefer this design, the rear outdoor design should be wider; include some glazing in the open space wall; staff consultation for internal layout & CRG; the Town Hall narrow walkways and toy library space to be further considered, Community Kitchen is a new term but I think it would have a higher value to the community if driven by the community and an outdoor space was activated.

The CRG support is important, I like ground floor proposal, outdoor space important as part of staff or commercial areas; high entry good and gallery involvement. What economic sacrifice do we have to make to achieve this?

Two distinct levels I would be happy with, the Vine Street activation and the detailing of the Town Hall, 3<sup>rd</sup> level I like the height.

When rear parking how do I access the building? *Via Vine Street and the Town Hall side entrance or Prospect Road and through the undercroft carpark taking the lift.*

### Key Considerations

Mark Groote provided a briefing on the CRG response:

- The group was well engaged and happy it is community focused,
- It is a small building and can see it being dwarfed over a number of years as other sites develop
- Accepting as a concept not a detailed design
- Acknowledge the more carparks we build more will be wanted and how will we manage long stay parking?
- 24 hour access would be great
- Liked no dedicated chamber and the proposed shared spaces encouraging openness and transparency.

### Where to from here

- Next workshop – what is the impact on LTFP?
- December Audit Committee – Prudential Report; Bentleys Report remodeled on the proposed cost.

## **4. Future Workshop Item – Process Review in Managing Customer Requests**

Ginny Moon advised of the deferral for this item from November to 14 December 2017 Workshop. This provides for the inclusion of additional relevant information and the involvement of Simon Bradley, Director Infrastructure and Environment.

Workshop closed at 9.50pm

## Workshop Items

### 1. Presentation from Valuer-General

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**Responsible Director: Nathan Cunningham, Acting Chief Executive Officer**

**Expected Duration: 30 minutes**

**Presented by: Delfina Lanzilli, Valuer-General**

The Valuer-General, Delfina Lanzilli will present an overview of changes to the Valuer-General's department including the commercialisation of State Valuation. In July 2016 the Treasurer Tom Koutsantonis announced a range of transactional land services functions would be commercialised and this has now progressed. The Land Services Group continues to be responsible for land services but certain transactional processing services are being privatised including

- Land title registry functions
- Property valuation services
- Right to use data and information services related to the above for commercial purposes with permission of the State Government

In addition, there is a site and capital values review being undertaken across the State, and Prospect has been the subject of a pilot project. This has seen all properties revalued.

**Attachments: Nil.**

### 2. Broadview Oval and Surrounds Master Plan (running track and options)

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**Responsible Director: Simon Bradley, Director Infrastructure and Environment**

**Expected Duration: 30 minutes**

**Presented by: Nina Phillips**

The presentation will run through the following:

- Community consultation approach and outcomes
- Presentation of draft concept plan, including additional items to include in the concept based on community consultation feedback
- Recommendation to proceed to documentation and implementation stages with the proposed concept plan

**Attachments:**

Greenhill Running Track Proposal

### 3. Leasing and Licencing - Policy & Fee Structure

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**Responsible Director: Simon Bradley, Director Infrastructure and Environment**

**Expected Duration: 40 minutes**

**Presented by: Lesley Golley**

This fourth workshop provides an opportunity to finalise the draft Policy which has been edited to accommodate feedback from Elected Members from the three prior Workshops. Specifically, the impact of various proposed fee structures will be provided for Elected Members to discuss before being incorporated into the Draft Policy.

**Attachments:**

Nil.

### 4. CLIC Financial Management

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**Responsible Director: Ginny Moon, Director Corporate Services**

**Expected Duration: 60 minutes**

**Presented by: Chris Birch, Manager Financial Services**

Staff will be presenting various models of the revised Long Term Financial Plan (LTFP) for discussion at this Workshop.

These models include financial information regarding the Community Hub Library Innovation Centre (CLIC) Project as prepared from the latest information received and discussed at the Workshop 30 October 2017.

The updated LTFP models will consider the proposed increased costs of the project, impacts on the Key Performance Indicators (KPI) Target Ranges, and suggest potential options for addressing any out of range KPI targets.

**Attachments:**

Nil.

## Future Workshop and Council Agenda Items

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Members may seek advice as to the purpose, or intended resolutions planned for the next Council meeting. These items are subject to change.

### Council Workshop 14/11/2017

- Main North Road Concept Plan
- Public Utilisation of Parks and Reserves (Large Non-Council Events)
- CLIC Updated Design

### Council Meeting 28/11/2017

- Annual Report (Section 131)
- Quarterly Delegation Review
- Appointment of Deputy Mayor
- First Budget Review
- EHA First Budget Review
- Local Government Grants Funding
- Elected Member Allowances
- Adoption of Leasing and Licensing
- CLIC Project Update
- Community Engagement Policy and Toolkit
- General Purpose Financial Statements for the Year Ended 30 June 2017
- Gig City Update
- Charles Cane and George Whittle Master Plan
- Waste Disposal Contract
- Traffic Management - NE Road/ Rutherglen/ Galway & Edwin



# BROADVIEW OVAL

RUNNING TRACK CONCEPT DESIGN

CITY OF PROSPECT  
SEPTEMBER 2017





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**GREENHILL**

**Reference** 17-1592  
 Prepared by Rhea Barnett  
 Reviewed by JP  
 Revision B  
 Revision Date 21.09.2017

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# PROJECT BACKGROUND

Broadview Oval has been classified as a District Park in Council’s draft Open Space Strategy.

A district park has the following attributes:

- Catchment area of 800m/10 minute walk,
- Catering for a wide range of specific activities; accessible to residents by safe walking and cycling routes.
- Provide active and passive recreation for large numbers of people and flexible design to encourage multi-use activities.

The Broadview Sports and Recreation Precinct Draft Master Plan was prepared in November 2015 which identified numerous infrastructure projects for the entire site. Following the Masterplanning of the Broadview Oval precinct, it is necessary to implement components of the plan in stages. A fitness track running the perimeter of Broadview Oval has been identified as the first component to be implemented as part of the Master Plan. The fitness track will improve links and accessibility and provide new and upgraded facilities for outdoor exercise at Broadview Oval.

**BROADVIEW SPORTS AND RECREATION PRECINCT DRAFT MASTER PLAN (Option B)**

ORIGINAL SITE PLAN PRODUCED BY:


**S I T E P L A N**  
**B R O A D V I E W O V A L**  
 B R O A D V I E W , S A  
 SCALE: 1:1000 @ A3 PRELIMINARY  
 D W G N O : M P 1 6 ISSUE DATE: 11.11.2014


**oneighty**  
 sport & leisure solutions

NOTE:  
This Draft Master Plan establishes the desired development outcomes for the precinct. Fine tuning of the master plan should be anticipated during the preparation of the survey and detailed design phase.

SITE PLAN EDITED  
BY URPS 26-11-15



# CONCEPT DESIGN

The proposed running track is a 2.5m bitumen path and a continuous loop of 500 lin m.

The alignment of the running track is designed to achieve the most cost effective outcome by minimising earthworks and the construction of retaining walls. The running track avoids existing trees, structures and amenities where possible. For additional details on the affected existing elements refer detailed concept plan on page 6.



1 A steep turf batter surrounds the oval with approximately 3/4 of the batter too steep to allow the running track within it, therefore track will be located above the batter where possible



2 Coaches boxes, seating area and large existing trees are situated in the ideal location for the running track, to avoid removing these elements path will be located behind. This will require the existing car park to be reconfigured with new kerb and gutter and line marking. Alternatively the path could go in front on coaches boxes although this will require a low retaining wall and would effect existing tree roots.



3 Running track diverges to avoid existing structures and amenities



4 Regrade area to accommodate running track and maintain vehicle access



5 Running track to follow established path desire line between existing trees adjacent the playspace



6 Running track located behind the scoreboard, this area has some space restrictions and existing sign and timber bollards will need to be relocated



7 The running track runs behind existing trees along the edge of the overflow parking area. Existing fitness equipment stations and pine rails will need to be removed



8 Concrete footpath access down to oval will need to be removed to allow running track to intersect





# SECTION

