

# Tuesday 3 October 2017 commencing at 6.15pm

North Adelaide Football Club, Menzies Crescent, Prospect

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

## Workshop Opening

- Apologies – Cr Monica Lee
- On Leave

Page

**Notes from previous workshop** ..... 3

**Workshop Items** ..... 4

1. Prospect Oval Developments..... 5

2. Resident Satisfaction Survey – Findings Analysis..... 5

3. Tourrific Prospect 2018 – Event Planning ..... 6

4. 2017 Spring Fair @ Broadview Oval..... 6

**Future Workshop and Council Agenda Items** ..... 7

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 19 September 2017

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

**Present:** D O'Loughlin, K Barnett, A De Backer, A Harris, M Standen, M Lee, M Groote, M Larwood

**Apologies:** T Evans,

#### Notes from previous workshop held on 12 September 2017

- Taken as read.

### 1. Civic128 Design Workshop

Cate Hart and Chris Newby introduced Tom Vinall, Josephine Evans & Michelle Male, JPE Design Studio as the successful architect group for the design and drafting of the CLIC Project. Mayor O'Loughlin provided his congratulations on behalf of all Council Members, looking forward to the opportunity this relationship will bring.

JPE Design Studio provided an overview of work undertaken to date including outlining their project understanding, site analysis, review of material on the Community Hub website, visit to the Thomas Street Centre and their overall excitement of being engaged on the project.

A number of design themes have been identified:

1. **Express Prospect Identity** (a window into Prospect, local grain & fabric, capture the unique character)
2. **Connect** (connect to street activity, community, functionality, the Council to its people)
3. **A Place for Everyone** (vibrant destination, open & accessible, a place to meet, to think, to learn)
4. **Smart** (benchmark development, intelligent building, interactive, sustainable, future proof & responsive)
5. **Creative** (a cultural hub, showcase local talent & history, the Village Vibe, Commercial opportunity, Agile Workplace)

#### Elected Member questions and comments

##### **Prospect Identity:**

- What features identify Prospect? *Wide streets, beautiful homes, sense of established community, close to the city and yet so different,*
- The Civic Centre is located at a point in Prospect Road where different urban environments meet (from North and South). The site is at the cultural heart.
- Prospect has a positive feeling, it is comfortable and welcoming, its creative and strong;

##### **Connect:**

- A weakness of the current building (built 2004) is a lack of access from the Civic Centre to the Town Hall and its relationship with the street and Vine Street Plaza.
- The front double doors are not very inviting, perhaps there is an opportunity to change the front corner (Vine Street Plaza), to activate the space for commercial use of social benefit. *There is a heritage fabric discussion required here and also looking into the parts of the building that are heritage listed.*
- The Town Hall could provide a space that is able to be divided and be used in a way that overlooks Prospect Road, and a basement that can be incorporated into the design;
- A southern entrance needs consideration however the East and West entrances are key. Additional entrances use space and may not be the best use;
- Some members thought the southern entrance was a good opportunity to activate the space, providing a connection from the library and to draw people outside to read and interact. This may be an opportunity to invite others to activate the Plaza, perhaps restaurants;

- The carpark is currently full during the day, if we are going to build the library there, we need to provide more spaces – Agreed by all present and all concepts propose this.
- Do we establish the floor level at the Town Hall height? JPE would like the opportunity to further investigate floor levels.

**Smart:**

- We are using technology to work for us and we are moving toward social intelligence;
- The term 'Smart' is not just relating to technology;
- The opportunity to have digital entry to available spaces out of hours;

**Creative:**

- We could create 'characters' to give us a perspective on how the different demographics may utilize the spaces;
- The site gradient is an opportunity where the street level entry goes either up or down. Floor level of Town Hall is a consideration.

**Car parking:**

- Car parking options were outlined; (one to two decks below ground) vs (double deck above ground). The numbers of parking spaces using different models were able to achieve Development Plan requirements so remain a cost and amenity consideration;
- A two-storey carpark is compromised by the necessary rear lane connectivity.
- What would be the cost to lower the basement parking? To be determined in detail by Cost consultants RLB;
- Will the neighboring property, when sold and developed, need to have basement parking? *It is likely to be necessary so as to meet planning requirements;*
- We need to meet the community expectations to deliver enough parking for the next 30-40 years. But we also need to recognize the way we use cars will change, possibly within 5-10 years;

Proposing to have a multi-level library could impact on projected operational cost savings being realised. *We should focus on the ground floor being all library with an integration of the Town Hall as a community space and perhaps provide a larger community space (as a flexible space, that is dividable) on the first floor that does not require ongoing staffing.*

**Key Considerations**

- Design Team to meet with the Community Reference Group week commencing 25 September;
- Develop costings for carparking options (from 90 to 120 spaces) considering the various options;
- Landscaping on western side and carparking. Consider interface with residential area;
- There is desire for four storeys if we do not have a wrap-around building? Business Case to be developed outlining a floor leasing option;
- Town Hall heritage listing details to be confirmed;
- Energy efficiency is key;
- Setting Town Hall level as ground level (matching floor levels);
- Landscaping/Roof Terrace/Staff Access to rear of building;
- How are we managing the information chain? *Talking is best, can we use the CLIC portal (ideas wall), funnel through Project Lead!*

**Where to from here**

- Site visit/walk around – next meeting (asap).
- Firm concept to be able to engage our community at the Spring Fair (28 Oct).

Workshop closed at 8.45pm

## Workshop Items

### 1. Prospect Oval Developments

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**Responsibility:** Cate Hart, CEO

**Expected Duration:** 20 minutes

**Presented by:** Greg Edwards and Tom Hastwell

CEO of North Adelaide Football Club, Greg Edwards, and President of Prospect Cricket Club, Thomas Hastwell, will present a proposal for reinvigoration of the Prospect Oval Master Plan.

With Adelaide Oval now a joint SACA/ AFL homeground and the impending closure of football park, both professional sporting codes are looking for a secondary ground in close proximity to the city. The Clubs have worked collaboratively to explore how the Prospect Oval site could potentially take advantage of this opportunity and have jointly invested in professional services to bring a designed and costed proposal to Council for discussion.

The proposal aligns with Stage 2 of the Master Plan adopted for Prospect Oval in 2010 but is modified to take into account current broader Council plans and strategies for both the precinct and Main North Road.

**Attachments:**

Nil.

### 2. Resident Satisfaction Survey – Findings Analysis

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**Responsibility:** Cate Hart, CEO

**Expected Duration:** 60 minutes

**Presented by:** Jo-Ann Tanti, Manager Governance & Admin.  
David O’Dea, McGregor Tan

Council Workshop held on 1 August 2017 discussed the biennial survey of Our Community used to measure the perception of service delivery and good governance in council activities.

The workshop attendees indicated a desire to increase the survey scope to include a strong emphasis on our city’s youth and the probability of capturing the thoughts of our residents outside the minimum age of 18.

The 2017 Resident Satisfaction Survey was undertaken in accordance with the new Strategic Plan to 2020 and therefore has been modified to fit the measures required to report against the plans projected targets.

In addition to the overarching survey, a new approach was undertaken to capture detailed qualitative information from two groups of youth aged 12-17 and 18-25. This included two forums held at the Civic Centre with an experienced facilitator, in a relaxed and interactive environment. To support quantitative metrics for the 12-17 age range, a social media push was successful in reaching 40 responders.

**Attachments:**

Nil.

### 3. Tourrific Prospect 2018 – Event Planning

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**Responsible Director:** Nathan Cunningham, Director Community & Planning

**Expected Duration:** 45 minutes

**Presented by:** Carolyn Ramsey, Manager Arts, Gallery & Events

The purpose of this Workshop is to bring Elected Members some early ideas and plans for 2018 Tourrific Prospect for information and comment.

In 2016, Council endorsed the following 2017-2020 Tourrific Prospect Objectives

*Place - Put a spotlight on 'Brand' Prospect to showcase it to the world; where people champion Prospect as a vital place to be and invest*

*Prosperity - Leverage the event to stimulate and sustain business activity and community benefit*

*People - Create an inclusive, innovative, culturally diverse and entertaining celebration that is a resident and visitor attractor*

Since 2012, a Tourrific Prospect Street Party has been held in January each year as part of the Santos Tour Down Under (STDU) Festival of Cycling.

In six years, Prospect has hosted four Stage Starts and were part of the Stage 1. Race route in 2017.

On the evening of 15 January 2018, Tourrific Prospect will be an Associated Event of the STDU the night before the first Stage Start - Port Adelaide to Lyndoch.

In March 2016, feedback and debrief sessions were held with volunteers and staff, Emergency Services, Security, SAPOL, Traffic and Enventive, our event management team. The sessions focused on what worked, what could be done better, lessons learnt and recommendations for future events.

A debrief session was held with the Elected Members on 7 March. Feedback was gathered and has informed the planning for the 2018 event.

**Attachments:**

Nil.

### 4. 2017 Spring Fair @ Broadview Oval

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**Responsible Director:** Nathan Cunningham, Director Community & Planning

**Expected Duration:** 45 minutes

**Presented by:** Carolyn Ramsey, Management Arts, Gallery & Events

The purpose of this Workshop is to update and seek Elected Members feedback on the ideas and plans in place for the 2017 Prospect Spring Fair at Broadview Oval on Saturday 28 October 2017.

To be held for the first time at Broadview Oval the Spring Fair brings the key elements of previous Prospect Fairs to Broadview Oval with a modern twist.

This includes significant come and try sport and recreation activities, 2 stages as well as showcasing home based businesses and local sporting clubs and community groups.

**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 10/10/2017

- Asset Management Plan review
- Part 1 Open Space Strategy

### Council Workshop 17/10/2017

- Concept design discussion with Architects

### Council Meeting 24/10/2017

- Mayoral Monthly Report
- Prospect Fast WiFi – Sponsorship Agreement with Vintek
- Environmental Action Plan - Endorsement
- Annual Report (Section 131)
- LGA AGM Voting Preferences
- Draft Annual Financial Statements 30/06/2017
- Community Engagement Policy and Toolkit
- CLIC Project Update
- Community Grants recommendations
- Charles Cane and George Whittle Master Plan
- Audit Committee Report
- Annual Budget and Business Plan Process
- Network Prospect Report