



# Workshop Program

**Tuesday 2 February 2016 commencing at 2.00pm**  
(various library locations across metropolitan Adelaide)

**Workshop Chair: Nathan Cunningham,  
Director Community, Planning & Communications**

## Agenda

Workshop Opening

- Apologies –
- On Leave -

Page

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

**Workshop Items .....5**

**1 Library Tour.....5**

**Future Workshop and Council Agenda Items .....6**

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. 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.
7. 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.
8. All Elected Members will be encouraged to attend.
9. 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.
10. 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.
11. The format for the Workshop may vary on a meeting by meeting basis and could include training, planning, presentations, and discussions.
12. The format for the Workshop will be determined by the CEO.
13. External parties may make Presentations/ deputations to the Workshop, subject to prior agreement by the CEO.
14. 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

---

## Notes from Workshop 8/12/2015

**Chair:** Greg Georgopoulos, Director Infrastructure, Assets and Environment  
**Present:** D O'Loughlin, K Barnett, A Bowman, T Evans, M Larwood, M Lee,  
**On leave:** Nil  
**Apologies:** M Groote, A Harris, M Standen

## Notes from previous workshop 01/12/2015

- Taken as read.

## Workshop Items

### 1 By-law Specifications

- Brad Scholefield, Community Safety Team Leader was in attendance to provide information on the proposed specifications for the by-laws.
- Members were most concerned about drones and model aircraft/cars, and the application of this by-law on Government Land.
- Most disturbances can be caught under the nuisance provisions, so it was deemed unnecessary to be too restrictive on areas at this stage.
- If any areas become a problem in the future, Council can make changes and further restrictions where required.
- Online list of what you can do at each park would be helpful.

### 2 Eastern Region Alliance Strategic Plan Presentation

- Mayor Grigg, Town of Walkerville, presented the ERA draft strategic plan.
- Communication is key.
- Vibrant alliance.
- ERA goals for 2025 are Regional Entity, Influence, Regional Services and Programs, Engagement.
- Mayor Grigg took questions from Elected Members.
- It was agreed the Eastern Region Alliance can be a force to be reckoned with by working well together and delivering on the strategic plan.
- There are economic development opportunities in ERA becoming an entity, along with efficiencies to be made in joint back of house services.
- ERA to continue to report back to each council on a regular basis.

### 3 Broadview Sports & Recreation Precinct Master Plan

- Brendan presented a recap on the development of the master plan to date.
- Feedback from the community consultation was summarised.
- Greg to advise of the potential for an undercover synthetic bowling green.
- Staff to fully explore and understand the costs and other implications according Version 2 layout (tabled at the Workshop).
- Provide a report to Council detailing costs and other implications for the master plan according to Version 2 layout.
- Complete an Implementation Plan
  - Costs should be structured according to an implementation plan.
  - Consideration given to activities that council may undertake.
  - Time framed
  - Opportunity for tennis club and other sporting clubs to contribute to be detailed, including possibility for amalgamation.
- Two tennis courts have been identified as being an opportunity to remain as public use courts.

#### 4 Air Raid Shelter

- Within the 2015-16 budgeted works program, Council undertook an extensive engineering investigation of the Air Raid Communications Centre (known as the Air Raid Shelter). The report was commissioned to determine:
  - Cause
  - Extent of existing damage
  - Approximate costings to mitigate, repair, or restore
- Water inundation is seasonable and demonstrates the problem is ground water ingress.
- The Local History Group have requested preservation as a minimum, prefer full rebuild to museum

**Repair Options include:**

- Option 1 - treat symptoms \$40,000
- Option 2 - treat cause \$250,000
- Option 3 - purpose rebuild: Museum \$420,000
- Option 4 - create a destination plaza (destination site rather than an accessible building)
- If the air raid shelter was rebuilt as a museum there would be staffing considerations.
- The upgrade and maintenance of the air raid shelter could be looked at as part of a larger local history and precinct plan.
- A champions group to continue discussion before presenting a report to council.

#### 5 Local Government Act Amendments

- The amendments to the Local Government Act 1999 provide for a new, comprehensive approach for council members to deal with conflict of interest.
- As part of the new scheme, certain types of council decisions will be exempted by regulation from forming the basis of a conflict of interest for a council member. These types of decisions will be deemed to be an 'ordinary business matter of the council' and will not give rise to the need for any individual member to declare an interest.
- The list of *ordinary business matters* submitted by Wallmans in conjunction with the LGA, were generally agreed to be acceptable.
- A report will be presented to the December Council Meeting prior to providing endorsement of the list to the LGA.

Meeting Closed at 8.05pm

# Workshop Items

## 1 Library Tour

---

**Responsible Director:**

**Nathan Cunningham**

**Director Community, Planning & Communications**

**Expected Duration: 5 hours**

**Presented by: Jo Cooper – Manager Library Services**

In an effort to progress the LibraryPLUS project, Council staff have arranged guided viewings of some local library examples to help Elected Members to see what has been occurring in redeveloped (and newly developed) libraries across local government within easy driving distance. The tour is designed to look at different types of Libraries established by Councils for different demographics and for members to get an understanding of some of the trends in library programs / services and designs, some ideas that have been trialled, success stories and lessons learnt in undertaking such a major council initiative.

An interstate tour is also being arranged to broaden our collective horizons and see examples from in and around Melbourne. Further details are to come on the interstate tour.

### **Itinerary:**

- **2pm** *Depart City of Prospect Civic Centre (using our Community buses)*
- **2.15pm** Town of Walkerville Library – relatively new build, small population, some interesting features.
- **2.45pm** *Travel to St Peters*
- **3pm** St Peters Library – City of Norwood, Payneham & St Peters – retrofit of Town Hall building, more traditional in fit-out and feel.
- **3.30pm** *Travel to CBD*
- **3.45pm** City of Adelaide (Rundle Mall) – the most modern in the CBD. Target audience is workers and students (including international) in CBD and has a big focus on technology (including Digital Hub) and also includes outdoor space.
- **4.30pm** *Travel to Hallett Cove*
- **5.30pm** Hallett Cove Library – City of Marion – Talked about locally as one of the best to see New build so will demonstrate the current trends in modern library fit-out.
- **6.30pm** Tour concludes – debrief and next steps

**Attachments:** Nil

## Future Workshop and Council Agenda Items

---

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

### **Workshop 09/02/2016**

- Waste Contract
- Community Engagement Feedback for Main North Road Masterplan
  - Urban Innovations Team presenting Vision, Objectives and Guiding Principles
- Broadview Croquet Club
- 2016 Gallery Program Overview / Update
- LGA Ordinary General Meeting – Notices of Motion

### **Council Meeting 23/02/2016**

- Mayoral Report
- Second Budget Review
- Report on Stage 1 – China Action Plan
- LGA Ordinary General Meeting – Notices of Motion
- Adoption of Eastern Region Alliance Strategic Plan
- Eastern Health Authority Charter Review – Updated Membership Clause
- Memorial Gardens Playspace
- Results of Air Raid Shelter Communications Engineering Investigations