



Workshop Program

Tuesday 13 December 2016 commencing at 6.15pm

Reception Room, Civic Centre, 128 Prospect Road, Prospect

Workshop Chair: Cate Hart, Chief Executive Officer

Workshop Opening

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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

Notes from Workshop 06/12/2016

Chair: Nathan Cunningham, Acting Chief Executive Officer
Present: D O'Loughlin, K Barnett, T Evans, A De Backer, A Harris, M Standen, M Larwood, M Lee, M Groote

Notes from previous workshop held on 08/11/2016 and 15/11/2016

- Mark Standen sought a follow up response to his enquiry surrounding the frequency of waste services and the tender of the Waste Contract.

1. **Urban Corridor Zone Development Plan Amendment**

Rick Chenoweth, Grazio Maiorano (URPS) & Matt Davis (Davis + Davis) provided an update on the investigation so far with the preliminary work on the DPA, highlighting feedback received from various groups, informing density and building design, and further prompting on what current policy points will likely change.

The project approach was outlined as a series of workshops (key participants & site visits, developers & UDIA, local residents / community groups, Inner Ring Councils' & Elected Member/DAP) followed by a policy drafting phase in partnership with DPTI staff and prior to undertaking community consultation.

A list was presented summarising areas of support and areas for improvement. Common issues are being raised that will guide future drafting of policy on the key issues.

Elected Member comments and questions included:

- Above ground balconies look into the next building, at times they are close enough for residents to shake hands;
- Why are we more concerned with above ground versus ground level dwellings that have limited separation?
- Is our policy partially to blame for a lack of street activation and appeal?
- There needs to be models where there is 'occupant led' developments;
- Materials/finishes used on higher density buildings - who is going to paint in 10-15 years?
- It was advised that DPTI are developing Urban Design Guidelines that will be released soon;
- Landscaping should be given a score rating when development approval is being sort – DAP members advised that they generally see landscaping as an afterthought in many cases;
- Why can't the planning system accommodate a scored ranking? What does DAP base their decisions on?
- Significant diversity of views on what is good design in the community
- How do we express what we do and do not like about the developments? Flat sided blank walls vs balconies/windows; preferred material finishes; blank walls allow future adjacent development to be uncompromised or do we have windows and balconies that better accommodates the transition period but also provide overlooking concerns?
- Materials should be of a high quality, constant variation requests throughout project results in a lower quality build;
- Do the NSW design principles (Sepp 65) effect what we are looking for? Why are we not moving in that direction? Need to also overlay local context considerations.

Next steps and key dates:

- Preparation of a discussion paper for Council consideration including first stage recommendations on changes in planning policy.
 - Expected for completion in two weeks
- Policy drafting in partnership with DPTI staff in Dec/Jan 2017.

2. Broadview Oval Master Plan

Lesley Golley and Chris Birch continued with the presentation from November leading on from the tennis precinct component of the proposed Master Plan. Financial information considered Long Term Financial Plan modelling of the Broadview Oval Master Plan, incorporating the CLIC Project, with discussion surrounding the projected operating surplus movements.

Elected Member comments and questions included:

- Is there a commitment from the clubs to contribute some funding to the project? - Not at this time;
- What are the other clubs doing? - St Phillips Tennis & Broadview Croquet Club are both vacant; Cressy Bowman Archery site occupied by Lions Club
- Is the funding we give to clubs contingent on their activation? e.g. number of activities, memberships etc. – No. The previous leases were peppercorn leases, although the last round of lease negotiations we required a business case to be provided (soccer/lacrosse);
- What is the operating project in 2026 that has created the significant dip in surplus?
- Can we consider the funding from the footpath program? - staff advised there is no drop off from the footpath program forecasted, consider a future workshop with Infrastructure on Asset Management Plan's;
- Have you smoothed out the drawdown effect of the CLIC project? - Advice not until figures are received from SGS (Project Consultants);
- What are the proposed demolition sites? – St Philips Tennis and potentially Archery Club;
- Are the proposed demolition sites being offered to other clubs? – One unable to be occupied, other under exclusive leasing arrangement as are all assets at the site.
- Frustrated with master planning approach, appreciate the change in tact, suggested testing the community groups to see what they may be able to contribute before considering site demolition, questioned quality of the dog park and bike track, the static fitness equipment is ordinary and may be better repurposed, Broadview Football Club is major concern. Work on small things first and football club as a long term option;
- Do the Broadview FC have an opportunity to contribute money or do they not consider it their responsibility to contribute money to the proposed redevelopment? Both
- Do the Broadview FC have a business plan, do we request one? No and yes
- Which way is the best way to spend the money, is it better to attend to the structures not the other infrastructure? Structures attended under Building Management Plan
- Perhaps think outside the square, how can we assist the sports clubs development in grant writing and business plan preparations? Office for Recreation & Sport already offers
- We are the landlord and obliged to keep the building in good repair;
- We continue to spend on maintenance and repairs;
- It has been an estimated 2 years when Council adopted 'the master plan' do we still have the plan? - It was endorsed for consultation in August 2014 but not adopted;
- I think we need an implementation plan before we consider the master plan;
- Is the \$1.5m projected to be spent in the right places? And I agree that we have a responsibility as the owner of the leased buildings;
- Who are the active clubs? - 2 x tennis, football and bowls;
- Can we get the clubs together to inform our thinking? Already did, but previously we placed no budget limit on concept design;
- We need to move forward, some of the members can get together and work through the development of a draft document.

Next steps and key dates:

Explore working group option.

3. Conflict of Interest – Variation Regulation 2016

Jo-Ann Tanti provided the workshop attendees with a brief update on the effect of the 'ordinary business' exemptions to the conflict of interest provisions to assist Councillors to identify and categorise matters of conflict when considering the items coming before Council.

4. Strategic Plan to 2020 - Website

Nathan Cunningham and Brendan Lott demonstrated the progress of the website as a dynamic interface to Council's recently adopted Strategic Plan. This platform is mobile friendly and will continue to provide ongoing activity reports against strategic targets along with links to broader intergovernmental long term plans.

Elected Member comments and questions included:

- Will there be sound? Is it mobile friendly? Can we expand the font?
- Will we be able to monitor the hits? Yes there will be analytics available and will be hosted on an external website.
- Will there be the ability to comment or share and will this be of benefit? Can we tie in the Network Prospect colours?
- Why don't we develop a 30 Year Strategic Plan for the City of Prospect?
- Will there be (or should there be) a search function?

Next steps and key dates:

Feedback will be received over the next week;
Launch website to Council staff.

Workshop closed at 9.35pm

Workshop Items

1 Council Depot Options/CLIC Site Considerations

Responsible Director: Greg Georgopoulos – Director Infrastructure, Assets & Environment and Nathan Cunningham – Director Community & Planning

Expected Duration: 120 minutes

Presented by: Greg Georgopoulos and Nathan Cunningham

These two projects are intrinsically linked. Staff are taking the opportunity to discuss the potential options for the future of the Depot operations of Council and outline the different service delivery models as well as the potential costs associated with the options. From there, we will move into a discussion around the CLIC project building on from the discussions of the November Workshop when Marcus Spiller from SGS Economics & Planning presented draft findings of the Economic and Social Analysis of multiple scale options at the two sites currently under consideration. This workshop will explore some of the options in greater detail.

Attachments:

Nil

2 Main North Road Master Plan

Responsible Director: Greg Georgopoulos – Director Infrastructure, Assets & Environment

Expected Duration: 30 minutes

Presented by: Gene Fong

Council Administration will provide an update on the approach for the next stage of redefining Main North Road in response to a Council Workshop held with Elected Members on 13 September 2016. The design response for redefining Main North Road will incorporate;

- Greenery – Developing landscape designs of the public realm
- Urban Design and Built Form
- Economics and Business
- Movement and Connection
- Art and Design

A Council Report will be drafted for the December meeting regarding the endorsement of the Vision, Principles and design response approach.

Attachments:

Nil.

3 Update on Information Management and Information Technology Services

Responsible Director: Ginny Moon – Director Corporate Services

Expected Duration: 30 minutes

Presented by: George Pajak

This session is to provide Elected Members a general understanding of the functions and the various projects of information management and information technology operations of Council and how these functions support our Council strategies.

A summary of the work carried out by the Knowledge and Information Department will be provided and include the:

- Key responsibilities of the Information Management and Information Technology teams
- Identification of our stakeholders
- A brief history of the transition to a new managed IT service provider
- Projects completed since the commencement of the new managed IT Service Agreement
- Projects planned for completion in 2026-2017.

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.

Council Meeting 20/12/2016

- Mayoral Monthly Report
- Citizen of the Year Awards
- CLIC Update - potential adoption of SGS Report
- 2016 Cultural Grant Recipient Events
- Conference Opportunity - Cities 4.0 Summit

Workshop 10/01/2017

- Community Land Management Plan
- Communications Strategy
- Urban Design Awards
- CRM Presentation and Training

Council Meeting 24/01/2017

- Mayoral Monthly Report
- Discretionary And Mandatory Rates Rebate Report
- Annual Report of Council Resolutions
- CLIC Update
- Code of Practice - Meeting Procedures Review
- Information Report
- Annual Business Plan - Capital and Operation Projects Progress Report