



# Workshop Program

**Tuesday 3 March 2015**

## **6.15pm – Site Inspection and Presentation**

Charles Cane Reserve / Parndo Yerta

## **7.00pm**

Reception Room, Civic Centre, 128 Prospect Road, Prospect SA 5082

**Workshop Chair: Mark Goldstone, Chief Executive Officer**

### **Agenda**

Workshop Opening

- Apologies
- 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. 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

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### Notes from Workshop 10/02/2015

<b>Chair:</b>	Greg Georgopoulos, Director Infrastructure Assets & Environment
<b>Present:</b>	D O'Loughlin, K Barnett, A Bowman, T Evans, M Groote, M Larwood, M Lee, M Standen
<b>On leave:</b>	Nil
<b>Apologies:</b>	A Harris.

### Notes from previous workshop 03/02/2015

- Taken as read.

### Workshop Items

#### 1 Braund Road Boulevard

- Anders Bogdanowicz, Environment & Transport Engineer introduced Colin Maher, Department of Planning Transport and Infrastructure and Paul Simmons from Tonkin's Consulting.
- Paul Simmons provided some background information on the project
  - Project was introduced in June 2014
  - 400k from the Department of Road Safety Fund
  - Main aim of project is to reduce casualty crashes and encourage bicycle use on the Braund Road taking them away from the main arterial roads
- Aim of workshop was to discuss the preferred design option and seek endorsement for community consultation.
- Preferred design option includes
  - Restricting right hand turns out of Braund Road onto Fitzroy Terrace
  - Raised plateau's at intersections
  - Bike sharrows to be painted on road
  - Signage
- Questions raised by Elected Members were addressed included:
  - Clarification on average speed data
  - Confirmation that the speed limit would remain at 40kmph
  - Time frame for completion
- Potential discussion with regard to working with Prospect Primary School on behavioural program and street art
- Time line
  - Endorsement by Council of preferred options for community consultation
  - Letter to residents and schools
  - Month long comment period
  - Revise design based on feedback
- Suggestions made by Elected Members:
  - Consideration made for using advance warning signage
  - Consultation area to include roads/streets that may be affected by an increase in traffic
  - Child care centres to be included in the consultation to capture non residents
- A report seeking Council's endorsement of the preferred design options and consultation process will be presented to the February Council Meeting.

#### 2 Future of Library Services

- Nathan Cunningham, Director Community, Planning and Communications and Jo Cooper, Manager Library Services lead the discussion on the future of library service for City of Prospect
- This is the first of several workshops and the main purpose of this workshop is to seek direction and ideas from Elected Members
- Notice has been received from DECD that it is there intent not to extend the lease of the Thomas Street Centre beyond 02/08/2019
  - Nailsworth Primary School are at capacity with enrolments numbers
  - Need to expand the School without impacting their greenspace
  - Jo Cooper advised that from discussions with the Principal they intend to use the Thomas Street building for classroom or administration space

## Notes from Previous Workshop continued

- There was a budget allocation for 2014/2015 for completion of a Master Plan but was not done due to the discussion held with DECD
- The letter from DECD has not been responded to, Nathan asked how Elected Members would like to respond?
  - Mayor David O'Loughlin would like it stated that we expect the current lease to be honoured and we need to talk further with DECD
- Elected Members were asked what they think about the current library status
- Jo Cooper covered the services, programs, equipment provided currently and the gaps and challenges
- Issues with current site:
  - Building is at end of life
  - Pidgeons
  - Air conditioning
  - Car Parking
  - Asbestos
  - Needs of the community has exceeded the building
  - Lack of security
  - Out of hours access
  - No flexible space
- Digital Hub
  - Digital literacy huge success
  - Need to look at budget for service delivery for next 12 months
  - National recognition as a successful digital hub
  - Services will continue in some form
  - Equipment has 12-18 months use of life
- Carolyn Ramsey, Manager Arts, Gallery and Events commented on the Gallery
  - No road frontage for the Gallery
  - No access outside of the Library operating hours
  - Challenge of functionality
- Nathan Cunningham posed a question....."Imagine it's the year 2035 (so 20 years into the future) and we are all still alive and keen advocates for City of Prospect ,imaging walking into the Prospect Library, what it is that you see when you walk in?", Comments received from Elected Members included:
  - Inspiring
  - Busy
  - Full vibrant
  - Making money
  - Traditional/comfortable (a library feel)
  - Love learning
  - 24/7
  - Self funding
  - Welcoming
  - Flexible space
  - Quiet space
  - Cafe
  - Accessible
  - Hub
  - Storage
  - Modern
  - Productive
  - Good amenity
  - Caters for all
  - Encourages
  - Multicultural
  - Multipurpose
- Cr Mark Groote commented that he would like Harriett Winchesters presentation on her trip to Germany emailed to Elected Members
- Another workshop will be scheduled in March to continue discussions

## Notes from Previous Workshop continued

### 3 Budget – Elected Member Key Outcomes

Elected Members were asked to list their top 3 budget priorities/outcomes:

- Cr Allen Harris
    1. The naming of more parks and areas with joint naming.
    2. Making City of Prospect an asbestos free city.
      - Starting with ourselves by at least one project a budget.
      - Then in the longer term convincing all residents to become asbestos free.
    3. The local native plantings at Narnu Wirra/Prospect Gardens to incorporate local native grasses and bushes and at least two native pines.
  - Mayor David O'Loughlin
    1. Playground makeovers - one per year forever
    2. Prospect Rd -Node at Alexander Street Shops
    3. Braund Road – Upgrade the Pedestrian lighting
      - Staff to investigate significant savings through, Recycling, Resource sharing
      - Collaborative and innovative on the way we do business
  - Cr Kristina Barnett
    1. Traffic Management - Policy developed around 3-5 storey housing, Impact Study
    2. Improve open spaces
    3. Protecting traditional turn of the century housing stock, signage of heritage buildings, environmental
    4. Neighbourhood street party
    5. Magazine Review
  - Cr Alison Bowman
    1. DIY kit for people hosting events
    2. Communications: rethink our communications, engage, bench marking
    3. Prospect Magazine: Calendar, Monthly newsletter template
  - Cr Talis Evans and Cr Monica Lee
    1. Pocket Park Strategy: create a plan
    2. King Street Temple – Parking Issues, Plan to deal with traffic flow, Consultants
    3. Model trains concept plan: incorporate Irish Harp Reserve and Prospect Estate
  - Cr Mark Groote
    1. Capital - Purchase of a footpath sweeper
    2. Environmental initiatives: water sensitive urban designs & cloth nappies trial
    3. Fencing of playspaces
  - Cr Matt Larwood
    1. Sport and Recreation: Annual Prospect Sport and Activity fair, Come and try event, School Holiday Program
    2. Website redevelopment
    3. Street Closures – ie street parties
    4. Vary the twilight program eg cinema in the park
  - Cr Mark Standen
    1. Radio 5082: community pod cast on itunes, train to use, purchase of USB microphone- \$300
    2. Free cycle event (recycle swap meet )
    3. Every house hold with a dog to be given dog tidy bags (advertising on bags to reduce costs)
- Elected Members to provide additional information by email to Ginny Moon.

### 4 Petition Policy

Elected Members to review policy and provide feedback via email prior to February's Council meeting.

Meeting closed at 9.15pm.

## Workshop Items

### 1 Charles Cane Reserve/ Parndo Yerta Sport and Social Club Presentation

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**Responsible Director:** Nathan Cunningham, Director Community, Planning & Communications and Alex Cortes, Acting Director Infrastructure Assets & Environment

**Expected Duration:** 40 minutes

**Presented by:** Representatives of BOSA Soccer Club and Eagles Lacrosse Club, Licence holder for Charles Cane Reserve/Parndo Yerta

This matter will be discussed on site at Charles Cane Reserve/Parndo Yerta where representatives of the Clubs (the licensee) will discuss their plans, their process and their desired options for Council to assist in the timing of the delivery of the works at the site prior to the commencement of the 2015 playing season (4<sup>th</sup> April).

Works include:

- Oven, cook top, fryer, ice machine, pie warmer
- Canopy
- Furniture, chairs, tables, audio visual equipment
- Signage
- Replacement shed(s)
- Light towers
- Security fence around clubrooms
- Exterior painting
- Shower and toilet upgrade

### 2 Presentation from DPTI – Torrens Road and Fitzroy Terrace

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**Responsible Director:** Alex Cortes, Acting Director Infrastructure Assets & Environment

**Expected Duration:** 30minutes

**Presented by:** Ben Glennon (BG) – DPTI, Ben Champion (BC) – DPTI, Melissa Briggs (MB) – DPTI, Jon Whelan (JG) – DPTI,

Representatives from DPTI will presenting regarding works planned to be undertaken on Torrens Road and Fitzroy Terrace. This project is funded as part of the Torrens to Torrens South Road Upgrade Project. It is anticipated that there will be a redistribution of traffic to the surrounding network during the major works on South Road. Park terrace, Fitzroy Terrace and Torrens Road have been identified as some of the routes expected to experience an increase in traffic volumes.

It was identified that Park Terrace and Fitzroy Terrace could be upgraded to provide an additional lane in each direction between Port Road (close to rail crossing) and Prospect Road by utilising the large median that currently exists along those roads. Similarly it was identified that a third lane could be provided in the city bound direction on Torrens Road by utilising a left turn lane near the Churchill Road intersection and by widening into the existing median

A concept has been developed mainly utilising the central median, with only minimal widening on the outside near the intersection of Torrens Road and Fitzroy Terrace.

DPTI will be discussing this concept design.

### 3 Service Levels 2015/2016

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

**Expected Duration: 30 minutes**

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

The purpose of this workshop item is to commence discussions regarding the Draft Annual Business Plan (ABP) 2015/2016 by reviewing Council's service levels.

Council adopted service levels for 2014/2015 at its 25 March 2014 Council Meeting. This document was circulated in the Workshop Program for 3 February 2015 as part of the Budget 2015-2016 Introduction.

The 2015/2016 revised Service Levels document is linked to Council's Strategic Plan and it has been reviewed by Council's Leadership and Executive Team.

The document is provided under separate cover.

The service levels have been categorised under the Core strategies:-

- Our Community
- Our Economy
- Our Environment
- Our Character
- Your Council (Infrastructure & Corporate Services)

The service levels will form the basis of the Key Performance Indicators KPIs for the 2015/2016 Draft Annual Business Plan, and underpin the decisions made when deliberating on the 2015/2016 Draft Budget.

A report will be submitted to the 24 March 2015 Council Meeting, recommending adoption of the 2015/2016 service levels.

**Attachments:** Draft Service Levels 2015-2016 (to be circulated under separate cover)

## 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 March 2015

- Future of Library Services (Continued)
- Town Hall Project
- Budget Projects

### Council Meeting 24 March 2015

- Audit Committee Terms of Reference Review
- 2015 Tourrific Prospect Evaluation Report
- Braund Road Boulevard
- Road Closures – Street Parties
- Elected Member Request for Training
- MLGG Representative Election
- 'Recognise' Charter for endorsement and Reconciliation Action Plan
- Deputation – Stuart Moseley DPTI

### Council Workshop 07/04/2015

- Rates Modelling
- NBN Elected Member Briefing
- Depot Master Plan

### Council Workshop 14/04/2015

- Draft Budget 2015/2016

### Council Meeting 28/04/2015

- Draft Budget Consultation Endorsement