

Workshop Program

Tuesday 11 August 2015 commencing at 6.15pm

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

Workshop Chair: Mark Goldstone, Chief Executive Officer

Agenda

Workshop Opening

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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

Notes from Workshop 4 August 2015

| | |
|-------------------|---|
| Chair: | Mark Goldstone, Chief Executive Officer |
| Present: | D O'Loughlin, K Barnett, A Bowman, T Evans, M Groote, A Harris, M Larwood, M Lee, M Standen |
| On leave: | Nil |
| Apologies: | Nil |

Notes from previous workshop 14/07/2015

- Taken as read.

Workshop Items

1 McGregor Tan Survey

- Zheng Hai Tan, Principal, McGregor Tan Research attended to present the methodology and results of the 2015 Residents Survey.
- 300 people were surveyed over the telephone, with a mix of demographics and spread evenly across wards.
- Councils benchmarked results worthy of being included in the Prospect Magazine.
- Full survey results to be uploaded to the Council website.
- Prospect received a higher benchmark rating than the state average, 3.8 satisfaction rating against the state average of 3.6. Worth getting that message out to people.
- The executive management team will be analysing the results to inform the strategic planning process.

2 Community Services Plan Survey

- Brendan Lott, Manager Community Services, presented the results of the community survey undertaken as part of the community engagement for the Community Services Plan.
- Liz Gunn, community services officer, assisted with the presentation.
- More than 400 people were engaged in the consultation, from ages 5 to 75+.
- There were common themes across the results of this survey and the McGregor Tan survey which is pleasing.
- The list of council services and programs in the Community Development sector needs to be prioritised based on feedback and this is the idea behind Stage 2 of the Plan.
- Feedback received that is outside of the scope of community services needs to be passed on and responded to. There was agreement that the valuable information/ feedback could not be lost and must inform our operations across all teams.

- It was proposed to do a more detailed research and further questioning based on the baseline results, to enable a cost benefit analysis to assist the EM's in making decision on whether resources were being directed appropriately in the Community Services area. This was not generally supported by some Elected Members.
- Executive Management Team to work with the survey results and come back to Council with some further analysis and discussion of how the survey will continue to inform various pieces of work.

3 Digital Transformation for Local Government (Cr Evans)

- Councillors Talis Evans and Matt Larwood gave a presentation on a proposed project on digital transformation in local government.
- The aim of the presentation is to work out an approach to the project and the way forward.
- Two breakout groups discussed the 'why', the preferred approach, and whether a full workshop should be dedicated to this project.
- It was generally agreed that the project has merit and should progress, and the proposed approach was a good way forward.
- Next steps - staff to put together a presentation to take to potential partner councils, whether locally or interstate. Other Smart Cities may be interested.
- CEO to consider and suggest a few councils that may be interested.

4 Elected Member Initiatives – Work Flow

- Deferred to 11/08/2015.

Greg Georgopoulos, Director Infrastructure, Assets & Environment explained why the vegetation was removed from the verge at 2 Beatrice Street, the subject of a recent Messenger article. Unfortunately, there was a lack of correspondence to the affected resident which was a fault of process. Greg's team is working with the resident to replace the planting season with suitable species.

In future it would be helpful if Elected Members were advised of instances that may be in the media so they are informed before being questioned by the public.

Meeting closed at 9.30pm.

Workshop Items

1 Council Prayer

Responsible Director: Ginny Moon, Director Corporate Services

Expected Duration: 60 minutes

Presented by: Kristina Barnett

The aim of this workshop session is to define:

- where this issue sits on Council's work program
- whether Council would like to have a prayer/pledge/welcome statement or nothing at all in this space.
- level and format of consultation required

Background

Council's Code of Practice Meeting Procedures includes:

7.1 Kurna Acknowledgement and Council Prayer

The Mayor (or Presiding Member) will open each Ordinary Meeting of Council with the Kurna Acknowledgement and Council Prayer.

7.1.1 Kurna acknowledgement

We acknowledge that the land we meet on today is the traditional land of the Kurna people and that we respect their spiritual relationship with their country. We also acknowledge that the Kurna people are the custodians of the Adelaide region and that their cultural and heritage beliefs are still important to the living Kurna people today.

7.1.2 Council Prayer

*We humbly bow before Thy throne of mercy,
O God our Heavenly Father, and seek wisdom and
Understanding as we face the duties of our united
task, praying for the welfare of our City and the
peace and prosperity of our land.
In the Name of Jesus Christ our Lord
Amen*

There is no legislative requirement for Council to say a Prayer or make a welcome statement before meetings. Each council must decide if they will have an opening statement of some kind. Cr Barnett has undertaken a survey of councils on this matter and the results are **attached**.

At the Council Meeting of 26 June 2014, Councillor Kristina Barnett submitted a motion on notice and subsequently Council resolved the following:

- (1) *Council undertake a review of the provision and content of Council Prayers on the Council agenda for Council meetings.*
- (2) *Management facilitate a workshop discussion and subsequent report to Council.*

The item was deferred to a workshop in December 2014 to allow the discussion to include the new Council, elected in November 2014.

At the workshop held on 2 December 2014, Councillor Kristina Barnett led the discussion on the optional part of our council agenda about opening with a prayer.

Notes from the Workshop held 02/12/2014.

Council Prayer (From WS Notes 2/12/2014)

- *Cr Kristina Barnett introduced the item on the council prayer and brought members attention to the research document provided as an attachment to the workshop program.*
- *Elected Members gave their opinion on whether Council should retain the Council Prayer, either in its current form, amended form or at all.*
- *The pledge announced at the Onkaparinga meetings was considered as an interesting alternative.*
- *It was suggested this may be a good topic to present to the online community panel, however this was not supported by all present.*
- *Any prayer or pledge needs to be inclusive, particularly for the group of Elected Members to be united in their task of governing the City.*
- *Suggestion for the community to be invited to write a statement or pledge, in the form of a competition. Generally agreed the pledge should come from within, with meaning for the group of Elected Members.*
- *Comments were varied, and further discussion is required before formulating a position.*

At the Corporate Services Champions Meeting held on 17/02/2015, it was noted:

- Different wording is required
- Need to consult – identify stakeholders
- Write to leaders of faith as part of broader consultation, as well as other stakeholders eg MPs
- Determine priority of this issue
- Any statement will need to be inclusive
- Statement could focus on the task of serving the community

At this workshop Cr Kristina Barnett will lead the discussion for Members to formulate a plan for moving forward on this topic.

Attachments:

- Survey of SA Councils Prayers as Council Agenda Items as at June 2014 (CR14/30646)
- Pledge suggestions from Corporate Services Champions Meeting (CR15/42101)

2 Review of City Wide Public Art Advisory Board

Responsible Director: Nathan Cunningham, Director Community, Planning and Communications

Expected Duration: 45 minutes

Presented by: Carolyn Ramsey, Manager Arts, Gallery and Events

The inaugural City Wide Public Art Advisory Board (CWPAAB) was endorsed by Council on 10 November 2010. Its purpose is 'To oversee and guide the development of a City Wide Public Arts Strategy and assist Council in the future development and placement of public art throughout our City.'

In 2013, the Board created a short, medium and long term Public Art Plan for the City which is near completion.

The Board has met less frequently over the past 12-18 months as there were several occasions where it was not possible to get everyone together. The board comprises both directly appointed and publically called positions.

The Board's work currently is advisory in nature.

A Budget Bid for a City Wide Public Art Strategy will be developed for the 2016/17 budget process.

The purpose of this workshop is to discuss the selection to and future role of the Board (if any).

Attachments: Nil.

3 Elected Member Initiatives - Workflow

Responsible Director: Mark Goldstone, Chief Executive Officer

Expected Duration: 15 minutes

Presented by: Mark Goldstone, Chief Executive Officer

This matter was deferred from the Workshop held on Tuesday 4 August 2015.

The purpose of this workshop item is to discuss the process and timeframe for progressing Elected Member ideas or initiatives that are in addition to the planned work for the financial year.

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 Workshop 01/09/2015

- Elected Member Open Session/Initiatives

Council Workshop 08/09/2015

- Strategic Plan – Commencement of Review
- Community Halls Hire Policy
- IT Update – Transition; FaceMe Savings; NBN
- Communications Strategy – Starting the discussions

Council Meeting 25/09/2015

- Fourth Budget Review
- Regional Public Health Plan
- Footpath Trading Policy Review (including Bin Advertising)
- Results of Community Consultation – St Helen’s Park Kindergarten Lease
- Prospect China Action Plan
- Delegations Review
- Joy Baluch Memorial
- Eastern Health Authority Charter Review
- Future of Library Services
- Kurna ILUA Committee Nomination
- Kurna Committee Report
- Local Heritage DPA
- Heritage Conservation Zone DPA
- By-Law Review
- Boundary Adjustment reform Discussion Paper
- LGA Voting Delegate
- DAP Member Appointment

SURVEY OF SA COUNCILS PRAYERS AS COUNCIL AGENDA ITEMS JUNE 2014

| Council | Yes Prayer | No prayer | Pledge/Other | Description |
|--------------------------------------|-------------------|------------------|---------------------|--|
| Adelaide City Council | x | | | the Chief Executive Officer will ask all present to pray - 'Almighty God, we ask your blessing upon the works of the Adelaide City Council; direct and prosper its deliberations to the advancement of your glory and the true welfare of the people of this City. Amen' |
| Adelaide Hills Council | | x | | |
| Alexandrina Council | x | | | The Deputy Mayor recited the Local Government Prayer Almighty God, we humbly beseech thee to grant thy blessing upon the works of this Council, guide us in our deliberations for the advancement and the true welfare of the people of the district. |
| The Barossa Council | | x | | |
| District Council of Barunga West | | x | | |
| Berri Barmera Council | x | | | No prayer wording or policy online |
| The City of Burnside | x | | | No prayer wording or policy online |
| Campbelltown City Council | | x | | |
| District Council Ceduna | | x | | |
| City of Charles Sturt | x | | | |
| Clare & Gilbert Valleys Council | x | | | No prayer wording online. Opening Prayer Policy Council meetings may be opened with a prayer. It will be the decision of the incumbent Mayor, or in his/her absence, the presiding officer, as to whether meetings will be opened with a prayer or otherwise. |
| District Council of Cleve | | x | | |
| District Council of Coober Pedy | | x | | |
| The Coorong District Council | x | | | Civic Prayer Almighty God, help us to duly and faithfully carry out our numerous duties to the best of our judgement and ability for the advancement of this district and the benefit of all whom we are here to serve. Amen |
| District Council of the Copper Coast | x | | | Lord: We seek your protection and support for all Australians, recognising our first Australian's – the traditional custodian's of the land as we continue to respect their spiritual relationship with this country. We support new Australian's and respect and appreciate the culture that they offer to this multicultural community. Father, we ask your blessing upon this Council. Guide and direct our deliberations for the advancement of your glory and the true welfare of its people. Amen. |
| District Council of Elliston | | x | | |
| The Flinders Ranges Council | | x | | |
| District Council of Franklin Harbour | | x | | |

SURVEY OF SA COUNCILS PRAYERS AS COUNCIL AGENDA ITEMS JUNE 2014

| Council | Yes Prayer | No prayer | Pledge/Other | Description |
|--|-------------------|------------------|---------------------|--|
| Town of Gawler | | x | | |
| Regional Council of Goyder | | x | | |
| District Council of Grant | | x | | |
| City of Holdfast Bay | x | | | Heavenly Father, we pray for your presence and guidance at our Council Meeting. Grant us your wisdom and protect our integrity as we carry out the powers and responsibilities entrusted to us on behalf of the community that we serve. |
| Kangaroo Island Council | | x | | |
| District Council of Karoonda East Murray | x | | | Civic prayer-no wording, no policy online |
| District Council of Kimba | x | x | | Civic prayer-no wording, no policy online |
| Kingston District Council | | x | | |
| Wudinna District Council | | x | | |
| Light Regional Council | | x | | |
| District Council of Lower Eyre Peninsula | | x | | |
| District Council of Loxton Waikerie | | x | | |
| District Council of Mallala | | x | | |
| City of Marion | | x | | |
| Mid Murray Council | | x | | |
| City of Mitcham | | | x | Pledge: no wording in policy or minutes |
| District Council of Mt Barker | x | | | The meeting opened with an Expression of Faith. Policy:Prayer and Acknowledgement A Prayer will be read at the beginning of the meeting. It will be provided to those Councillors who wish to read it on a rotational basis. Members who wish to stand for this reading may do so. Following the reading of the Prayer the Mayor will read the 'Acknowledgement of Land' to acknowledge the Council meeting is taking place in the country of the traditional owners. Members who wish to stand for this reading may do so. |
| City of Mt Gambier | | x | | |
| District Council of Mt Remarkable | x | | | Agenda & Minutes:The Lord's Prayer was prayed. |
| The Rural City of Murray Bridge | x | | | CIVIC PRAYER Almighty God, we humbly beseech Thee to grant thy blessing upon the work of this Council. Direct and prosper its deliberations to the advancement of Thy Glory, and the true welfare of the People of this District. Amen. |
| Naracoorte Lucindale Council | x | | | No prayer wording or policy available online |
| Northern Areas Council | | x | | |

SURVEY OF SA COUNCILS PRAYERS AS COUNCIL AGENDA ITEMS JUNE 2014

| Council | Yes Prayer | No prayer | Pledge/Other | Description |
|--|-------------------|------------------|---------------------|---|
| The City Of Norwood, Payneham & St Peter | x | | | No prayer wording or policy available online |
| City of Onkaparinga | | | x | We recognise this City's considerable natural and cultural heritage, including thousands of years of traditional ownership by Kaurana, and the more recent contribution from people either born here or who have migrated here. As we meet together, we build on this heritage by respecting and listening to each other, thinking clearly, being receptive to new ideas, speaking honestly, and deciding wisely for the current and future well-being of those we serve. |
| District Council of Orroroo Carrieton | | x | | |
| District Council of Peterborough | x | | | Lesley Grenfell on behalf of the Interchurch Council offered prayer over the meeting. |
| City of Playford | | x | | |
| City of Port Adelaide Enfield | | x | | |
| Port Augusta City Council | x | | | "Almighty God, we humbly beseech thee to grant thy blessing upon the work of this Council. To direct and prosper its deliberations to the advancement of this City. And for the true and lasting welfare of the people of this Municipality. Amen" |
| City of Pt Lincoln | x | | | Almighty God, We humbly ask you to bless the work of this Council, direct and prosper its deliberations to the advancement of your message and the true welfare of the people of this City." |
| Port Pirie Regional Council | | x | | |
| City of Prospect | x | | | We humbly bow before Thy throne of mercy, O God our Heavenly Father, and seek wisdom and Understanding as we face the duties of our united task, praying for the welfare of our City and the peace and prosperity of our land In the Name of Jesus Christ our Lord Amen |
| District Council of Renmark Paringa | | x | | |
| District Council of Robe | | x | | |
| City of Salisbury | x | | | No prayer wording or policy online |
| Southern Mallee District Council | | x | | |
| District Council of Streaky Bay | | x | | |
| Tatiara District Council | | x | | |

SURVEY OF SA COUNCILS PRAYERS AS COUNCIL AGENDA ITEMS JUNE 2014

| Council | Yes Prayer | No prayer | Pledge/Other | Description |
|--|-------------------|------------------|---------------------|--|
| City of Tea Tree Gully | x | | | <p>Opening Prayer and Welcome Prayer</p> <p>Almighty God we humbly ask you for your blessing upon this Council Meeting, direct and prosper our deliberations to the advancement of your glory and the welfare of the people of our City and of Australia. Amen.</p> <p>Acknowledgement of Country Statement</p> <p>The City of Tea Tree Gully recognises this City's considerable natural and cultural heritage, including thousands of years of Traditional Ownership by the Kurna people and the more recent contributions from all who live here. We build on this heritage today by respecting and listening to each other, being receptive to new ideas and acting wisely for the current and future well-being of our community.</p> |
| District Council of Tumby Bay | | x | | |
| City of Unley | x | | | <p>Wording in meeting Procedure: Presiding Members of Council committees can use their discretion regarding the Acknowledgement, Prayer and minutes silence by either insertion of an alternative shortened version or exclusion.</p> <p>PRAYER AND SERVICE ACKNOWLEDGEMENT</p> <p>Almighty God, we humbly beseech Thee to bestow Thy blessing upon this Council. Direct and prosper our deliberations for the advancement of Thy Kingdom and true welfare of the people of this city.</p> <p>Members will stand in silence in memory of those who have made the Supreme Sacrifice in the service of their country, at sea, on land and in the air</p> |
| City of Victor Harbor | x | | | <p>Before the meeting is formally opened it is Council procedure to commence with the Mayor reading an 'Acknowledgement of Country' and 'Prayer' as follows:</p> <p>Almighty God, we ask you to bless this Council and allow it to be an agent of change to the people of this City and beyond. Direct and prosper its deliberations to the honouring of Your name and the welfare of the people whom it serves. Amen. (Has wording in meeting procedure policy)</p> |
| Wakefield Regional Council | | x | | #VALUE! |
| Corporation of the Town of Walkerville | | x | | |
| Wattle Range Council | x | | | No wording in agenda or minutes |
| City of West Torrens | | x | | |

SURVEY OF SA COUNCILS PRAYERS AS COUNCIL AGENDA ITEMS JUNE 2014

| Council | Yes Prayer | No prayer | Pledge/Other | Description |
|--|-------------------|------------------|---------------------|---|
| District Council of Yankalilla | | x | | We recognise this Districts considerable natural and cultural heritage, including thousands of years of traditional ownership by the Kurna people, and the more recent contribution from people either born here or who have migrated here. As we meet together, we build on this heritage by respecting and listening to each other, thinking clearly, being receptive to new ideas, speaking honestly, and deciding wisely for the current and future wellbeing of those we serve. |
| Yorke Peninsula Council | x | | | In minutes as: recited the opening prayer |
| The Corporation of the City of Whyalla | x | | | Almighty God, We humbly beseech thee to grant thy blessing upon the works of this Council; to direct and prosper its deliberations to the advancement of this City; and for the true and lasting welfare of the people of this municipality. |
| | 27 | 39 | 2 | |
| | 39.70% | 57.40% | 2.90% | 60.3% of councils do not have a prayer |

Pledge suggestions from Corporate Services Champions Meeting – 17/02/2015

For discussion at a future Council Workshop.

We, the Elected Members of the City of Prospect, declare we will carry out our duties in the best interests of the community, and through collective leadership will maintain the highest standards of good governance.

As Elected Members we are reminded of our Oath of Office which commits us to undertake the duties in the best interests of the people of the City of Prospect and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in us under the Local Government Act or any other Act, to the best of our skill and judgement.

All please rise.

We the civic leaders of this community recognise the responsibility placed upon us by the residents of the City of Prospect. We will endeavour to work together to the best of our abilities by respecting and listening to each other and to our community, being open to new ideas, speaking honestly and deciding wisely for the people that we serve.

We recognise the City's cultural and natural heritage and acknowledge that the land we meet on today is the traditional land of the Kurna people. We also remember and thank those who gave their lives for Australia. Lest We Forget.

I now ask all members to remain standing in silence to reflect on our responsibilities to the people of the City of Prospect.

We are gathered here with the shared belief that we must treat our fellow human beings with respect and dignity; that we will conduct our duties with honour and integrity; that we will endeavour to promote good government as we face the duties of our united task, working together on behalf of all who live in our City.

(City of Onkaparinga)

We recognise this City's considerable natural and cultural heritage, including thousands of years of traditional ownership by Kurna, and the more recent contribution from people either born here or who have migrated here. As we meet together, we build on this heritage by respecting and listening to each other, thinking clearly, being receptive to new ideas, speaking honestly, and deciding wisely for the current and future well-being of those we serve.

Opening Prayer (City of Burnside)

We pray for understanding and guidance in our debate as we make decisions that will impact on the lives of all who reside, work and visit the City of Burnside.
Grant us wisdom as we serve and lead our community.

Could this option of a moment's silence be added to the list of suggestions for the workshop prayer discussion please along with the article link:

<http://www.thestar.com/opinion/editorials/2015/04/18/when-it-comes-to-municipal-councils-and-prayers-silence-is-golden-editorial.html>