



Workshop Program

Tuesday 1 September 2015 commencing at 6.15pm

Prospect Digital Hub, 1 Thomas Street, Prospect SA 5082

Workshop Chair: Mark Goldstone, Chief Executive Officer

Agenda

Workshop Opening

- Apologies
- On Leave – Cr M Groote

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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 11/08/2015

Chair:	Mark Goldstone, CEO
Present:	K Barnett, A Bowman, T Evans, A Harris, M Larwood, M Lee, M Standen
On leave:	Nil
Apologies:	D O'Loughlin, M Grootte

Notes from previous workshop

- Taken as read.

Workshop Items

1 Council Prayer

- Ginny introduced this item and handed over to Kristina Barnett to facilitate discussion.
- Members discussed the options of retaining the current prayer, changing the prayer, changing from a prayer to a pledge or removing the prayer from the council agenda.
- There was general agreement Council should begin with an opening statement to include the Kaurna acknowledgement, although there were mixed views on what the statement should include beyond that.
- There was general consensus that the report to Council for decision should include the choice of three options:
 - Retain current Prayer
 - Commence meetings with revised Prayer/Statement
 - Remove Prayer from agenda
- The revised prayer/statement will be presented as:
We seek wisdom and understanding as we face the duties of our united task, praying for the peace and prosperity of our City.
- A report will be presented to the August Council meeting.

2 Review of City Wide Public Art Advisory Board

- Carolyn Ramsey, Manager Arts, Gallery and Events updated the Members on the CWPAAB Board functions and activities.
- Mark Standen praised the program, saying he has a new appreciation for the short term leasing of artworks around the City.
- Matt Larwood asked about the promotion of the artwork. Projects are advertised in the information report, on the website and through social media.
- Kristina Barnett suggested adding the artworks to the spatial mapping on the website showing locations around the city.
- Alison Bowman put forward the view that the arts should not exclude the crafts.
- Talis Evans praised having the artwork in small parks, and would like to see that uniqueness in more parks and city pockets.
- The current board is made up of 9 members including business people, artists and community members.
- It is a good opportunity to now look at the structure of the board as the plans are now in place and the process is mature.
- It was generally agreed that Council could move to a model of including predominantly practicing artists that would deliver public art within an approval process. Alison suggested this should include opportunities for more local artists than just the members of the board.
- Carolyn Ramsey to report back to Council (possibly September) on the options going forward.

3 Elected Member Initiatives - Workflow

- Kristina Barnett reminded members that each initiative from Elected Members must take into account the budget already set.
- Any ideas raised by elected members usually get more traction if they have spoken to other elected members about their ideas.
- Initiatives need to be able to be tracked by Elected Members. Reporting to be developed.

- Mark Goldstone invited comment on the workshop v structured committees. There were varying views on the structure, including whether General Business should be included in workshops (given the history of how this was once used). For further discussion.
- A workshop in September has been set aside for elected member general business.
- General Business can be included on workshop programs if self moderated through disciplined discussion on items that are likely to have a broad impact across the city, and should not include operational items that could be reported via CRM or by contacting the CEO or a Director.

4 Other Business

- Allen Harris asked how Council can address the pigeon problem in East Ward. Greg Georgopoulos to advise.
- Ginny Moon advised 2014/2015 budget review 4 will include net favourable adjustments resulting in a projected operating surplus. The net favourable adjustments includes early payment of Financial Assistance Grant, various efficiency gains, savings from IT budget, loan interest repayment due to deferment of drawing down loan borrowing, rates adjustments through valuation objection, waste collection, electricity etc.. Overall, a good news story. This will be reported in full at the August Council meeting.

Meeting closed at 8.30pm.

Workshop Items

1 Boundary Adjustment Reform Discussion

Responsible Director:

Ginny Moon – Director Corporate Services

Expected Duration: 75 minutes

Presented by: Ginny Moon, Director Corporate Services

Felice D'Agostino and Dale Mazzachi from Norman Waterhouse Lawyers will be in attendance to facilitate discussion on the Boundary Adjustment Reform Discussion paper, with a view to providing feedback to the LGA.

Following a resolution of the LGA Board in November 2014 *'to investigate and develop a change management process for boundary reform and amalgamation'* the LGA engaged Jeff Tate Consulting to undertake a project on the reform of boundary adjustment processes.

The discussion paper, which was endorsed by the LGA board, outlines a potential model that covers three main components: the initiation process; the development and assessment process; and the implementation process. Feedback on the discussion paper will inform legislative amendment to the Local Government Act 1999, expected in mid 2016.

The key elements of the proposal include replacing the Boundary Adjustment Facilitation Panel with an independent Commissioner, who has the power to draw together an advisory body to assist with the boundary adjustment processes on a case-by-case basis. The model provides for the boundary adjustment initiation process to be simplified to a single process, whether initiated by ratepayers or Councils.

At the proposal assessment phase, eight main areas have been reviewed. They are:

- proposal pre-assessment;
- major and minor pathway differentiation;
- publicly-initiated pathway differentiation;
- capacity for creating options;
- criteria for assessing proposals;
- stakeholder and community engagement;
- polling; and
- reporting and decision-making.

At the implementation phase, five main areas have been reviewed. They are:

- the apportionment of resources;
- implementation planning;
- transitional arrangements;
- the provision of advice and assistance; and
- evaluation and reporting.

The discussion paper, previously provided to Elected Members by email on 24 July and 21 August 2015 can be found at [Boundary Adjustment Reform Discussion Paper](#)

Attachments: Nil

2 Elected Member Open Session/Initiatives

Responsible Director:
Mark Goldstone - Chief Executive Officer

Expected Duration: 90 minutes

Presented by: Mark Goldstone

The aim of this session is to provide an opportunity for Elected Members to present key issues/projects/strategies to the workshop that are of particular interest.

It is proposed that these sessions will occur on a scheduled basis in future.

The following items have been received for this initial session:

Cr Talis Evans

1. Nodes - developing a strategy that uncovers and celebrates the unique places of our City (model trains, RM Williams etc) to help inform our asset management and other Council policies and plans
2. Digital by default - developing a strategy that drives stakeholder engagement and process efficiency through the use of technology

Cr Alison Bowman

1. Plain English
2. DIY events
3. Reduce reports on reports
4. Co-working opportunities with neighbour councils
5. Place and Space Coordinator across ERA
6. Village Connect - Community Buses
7. Festival of Architecture and Design
8. Mayors Design Awards

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 08/09/2015

- Strategic Plan – Commencement of Review
- Community Halls Hire Policy
- Communications Strategy – Starting the discussions

Council Meeting 22/09/2015

- Video Conferencing Update
- Public Facilities at Charles Cane Reserve/ Pando Yerta
- Infrastructure Condition Assessment - Impact on Long Term Financial Plan
- Eastern Health Authority Charter Review
- Footpath Trading Policy Review (including Bin Advertising)
- Results of Community Consultation - St Helen's Park Kindergarten Lease – (Moved from Council meeting 25/08/2015)
- Request to Change Fee Charges - Works on Council land
- Wilke Lane
- City Wide Public Art Advisory Board – proposed new format
- Community Grants Recommendations