

Workshop Program

Tuesday 10 October 2017 commencing at 6.15pm

Reception Room, Civic Centre, 128 Prospect Road, Prospect

Workshop Chair: Cate Hart, Chief Executive Officer

Workshop Opening

- Apologies – Cr M Groote and Cr Monica Lee
- On Leave

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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 3 October, 2017

Chair: Cate Hart, Chief Executive Officer

Present: D O'Loughlin, K Barnett, T Evans, M Groote, M Larwood, A De Backer

Apologies: M Lee, M Standen, A Harris

Notes from previous workshop held on 19 September 2017

- Taken as read.

1. Prospect Oval Developments

Cate Hart introduced Greg Edwards, CEO North Adelaide Football Club; Tom Hastwell, Prospect District Cricket Club; Adam Hannon, Cox Architecture and Derek Broome, Mott MacDonald to present a development proposal for the Prospect Oval known as the 'Heart of Sport for the Local Community'

The proposal provides for broad community benefit and expects to enable the delivery of an expanded women's sports program, specifically for football and cricket and to increase the city's inclusivity as a multicultural facility.

The proposal, as presented, is considered to assist in improving connectivity between Main North Road & Prospect Road, create a safe precinct with new lighting and security cameras, provide parking for approximately 50 vehicles together with disabled access and taxi drop off, and incorporates a women's sport hub with all associated amenities. Resizing the oval to be the same size/dimensions of Adelaide Oval will increase cricket and football hosting and event opportunities, as it will be marketed as the second oval to Adelaide Oval.

Discussions have been held with the RSL Club (which was well received and supported) and there has been a number of enquiries from other clubs/sports that do not have a home wanting to use the facilities. Also, the upgraded facility could host a wide range of community events, weddings and the like which cannot be accommodated currently. This indicates there is a demand.

Elected Member questions and comments

- Which facility would currently be considered as Adelaide's 2nd facility? *Glenelg and Norwood Ovals are holding a fair number of major events;*
- Where would Prospect Oval currently sit in the order? *Prospect oval would sit on the bottom of the SANFL list;*
- What is the proposed ground capacity for seating? Would that impact the opportunity to secure the 2nd ranked Adelaide facility? *It is not proposed to increase the capacity; it is more about increasing the non-game day functionality.*
- Can the football fixtures be adjusted? *We have 10 home games a year and would nominate to have twilight games.*
- We no longer have a therapeutic pool facility, does this proposal consider such a facility? *Our current facilities have some but they are not open to the public;*
- Consider including a representative for women's sport and different cultures on the engagement panels;
- How does this fit in with Council's Main North Road Masterplan? *There is already talks with ACH, and we would look to using Prospect Oval as a connecting link, as an open green space;*
- What is the 'theme/thing/unique' profile of this proposal that will make this redevelopment standout? *We see an opportunity to be the national lead as a women's sporting hub;*
- Connection with the community is very important, the social Return on Investment of \$4.40 how was that determined? Have you considered any other partners aside from football & cricket? *At this time we have yet to build our relationship with the neighbouring groups (croquet & tennis).*
- Other than new facilities what are you doing to encourage women's commitment to the sports? *We do not need to do anything specific to encourage women's sports, it is happening organically but we are working to facilitate the growth;*

- How are you proposing to fund this development? *It will be staged and dictated by the contributing parties.*
- Has the sale or development of any parts of the site been considered? *There may be an area available to consider for an opportunity to receive revenue to support the redevelopment.*
- The boost in activity will demand more training spaces, with only one playing surface how will you manage the traffic and maintain surface quality? *We currently have women's football playing during summer and the cricket is on the oval, we wouldn't be encouraging other clubs to come here as we need to manage our own.*
- Talking about the demand driving the ideas in the football and cricket, what else has been done to engage other stakeholders like the general community so we know there is support and demand? *We expect the next suite of discussions with major bodies to inform us further, and have not engaged community members directly as yet. We also receive many enquiries from the public to hold functions that we are unable to meet.*
- Have you held talks with the Darren Lehman Cricket Society? *They would like to incorporate accommodation on this site for their overseas cricketing visitors.*

2. Resident Satisfaction Survey – Findings Analysis

Cate Hart introduced David O'Dea & Jaclyn Thorne, McGregor Tan to present findings from the quantitative resident survey (300 respondents randomly selected equally from the four representative council wards). This discussion also provided an opportunity to consider the new initiative used to gauge the younger demographic through two focus groups to focused on qualitative market research.

Elected Member questions and comments

Youth Survey

- Where do the over 18's go for entertainment? *'Pop Up' Bars and Laneway Events; during the Fringe Festival they enjoy 'the Garden' and 'Royal Croquet Club';*
- I like the volunteering connection with helping against homelessness;
- Do we maintain connection with the youth respondents and revisit them in 12 months to measure our performance? *Just speaking with this group increased their awareness and continuing that when you deliver on one of their suggestions would be a good measure;*
- Are we listening to the message? How do we respond to everybody and the group? do we remain connected with them over time? *Our youth officer and community engagement officer are both very good at this and we will further investigate the opportunities;*
- Adelaide City Council host a 'zombie walk' which engages with the youth, and they facilitate the events not actually run them.
- Was there any technology specific questions? *They referred to free WiFi hotspots and this is something they just expect to be available.*

Resident Satisfaction Survey

- In terms of the Net Promoter Score (NPS) do you keep the data of where people are located in the city by ward? *We haven't provided a breakdown by ward, it is available;*
- The NPS uses 7 and 8 as passive scores, is there a reason? *It is industry standard and the promoters are your 'super fans' so it isn't just yes it's ok, it's more about it's great!*
- We have undertaken a great deal of consults over the past two years, it would be worth looking at how the sessions were perceived; this may provide staff with an opportunity to monitor whether the engagement hit the mark or if we could not reach people;
- Do you think the data has differed to previous years due to the higher online engagement this year? *We reviewed the demographics and they are consistent;*
- When comparing to councils that have updated dashboards and websites, does Prospect compare well to them? *Most people use website's to transact, pay rates and dog registrations or look for planning advice; 'Your Say' is what some Council's use;*
- In terms of the NPS/Benchmarking we rank well with engagement, so Local Government do not generally do this well. *We can have a look at an industry that do engage well and introduce those methods into Local Government;*
- Our media strategy for Facebook looks quite corporate and flat with stock photos. *We have recently commenced our photo cataloguing that will provide what we are looking for.*

Key Considerations

Youth Survey

- Installing water and amenities in Parks;
- Library to have different services to those commonly found e.g. 3d printing;
- Club 5082 & other events, increase engagement without heavily branding that it is a Council event.

Resident Satisfaction Survey

- People: Concentrate on Community engagement and consultation;
- Places: Concentrate on street landscaping, preserving heritage style buildings; promote and support environmentally sustainable practices;
- Prosperity: Concentrate on variety of commercial/retail services in the area;
- Services: Concentrate on traffic management, street/road maintenance and kerbing, open and accountable decision-making processes.

Where to from here

- A Council report identifying key points to unpack key items for Council's attention.

3. Tourrific Prospect 2018 – Event Planning

Carolyn Ramsey introduced Neal McKenzie, Eventive to present the proposed site layout for the 2018 event, differing from 2017 having taken into account the feedback received.

Elected Member questions and comments

- Have we spoken with business owners to use their carpark's in Caffe Cena precinct? *Yes they are happy;*
- The Loopy Kids area is a far better length and location although it may become congested at the Rose Street intersection;
- Consider the location of ATM's so they are not only located at entrances (ends of site) and can we encourage the stall holders to be Eftpos ready? Certainly encouraging this and looking into making this happen for all (with a majority already operating like this in 2017).

4. 2017 Spring Fair @ Broadview Oval

Nathan Cunningham introduced Grace Coy, Community Events Coordinator (new to CoP) with Carolyn Ramsey highlighting the aims of the Prospect Fair for 2017 and the plans for the first fair at Broadview.

Elected Member questions and comments

- Is the bowling club involved? *They will be 'in season' (like tennis) and have competition on the day but we are in touch with them about opportunities to be 'open' to new people, visitors, new member enquiries;*
- Can we review the signage to ensure maximum legibility and exposure. Also need to change people's mindset where they are expecting the Fair to be in Prospect and may not go;
- It would be useful to include the businesses on North East Road. *Agreed, EMs can also play a role here;*
- Have the Broadview advisory group been included? *We held a Broadview community meeting and have a number of people participating;*
- What happens if it is extremely hot or raining? Can we have misting tents or fans? *We have two shaded areas and 60 plus umbrellas. If it is raining we have the clubrooms, if hot the trees will provide some relief on the perimeter;*
- I thought the Come n Try session would be continuous and go for as long as the clubs wanted; that we would use half the oval for big sports events. *The Come N Try has been scheduled in 1 hour blocks as the clubs don't have enough participants to be there all day, but we can look at the layout;*
- Do we have a ride that has height and can be seen from Hampstead Road? *We have to be cautious to not damage the playing surface but can look at options.*

Workshop closed at 10.20pm

1. Infrastructure Asset Management Plan (IAMP)

Responsible Director: Ginny Moon, Director Corporate Services

Expected Duration: 90 minutes

Presented by: Tonkins Consulting, Gene Fong and Dimi Shizas

Infrastructure and Asset Management Plans (IAMP)

Council is required under Local Government Act 1999 S.122 (1a) to develop an Infrastructure and Asset Management Plan (IAMP). This document ensures the maintenance, replacement and renewal of Council's asset stock with the primary purpose of ensuring that Council is intervening with its assets before failures are experienced. It's funding requirements are embedded in the long term financial plan (LTFP) with a directly measured link through the Asset Sustainability Ratio (ASR). Where Councils are not meeting the requirements of the IAMP and ASR, a ratio of less than 100% is achieved. This is one of three target measures used to ensure a Council is financially sustainable.

Following the recent revaluation of Council's infrastructure assets, Council is required to prepare a new IAMP. Work on this new plan has begun.

This presentation will be made by Rod Ellis from Tonkins Consulting in two parts.

The first part of the presentation is a refresher for Elected Members on the philosophy previously presented in May 2014. The methodology was subsequently endorsed by Council and has been used in Asset Revaluations since 1 July 2015. The presentation shows the work currently being undertaken on road renewal treatment section.

The second part of the presentation shows how the application of this philosophy has been applied to the road condition data collected in 2015 and updated annually for 2015-2016 and 2016-2017 capital works and planned budget for 2017-2018 to provide a renewal expenditure profile for the 10 years from 1 July 2018 for road surface, pavement, kerb and footpath. This will be presented to provide an indication of the available funding for maintenance and upgrades when compared to the current allocation of funds for roads assets from the existing LTFP.

It is anticipated that Council will provide support for the approach to road renewals, and provide an indication of its intent to continue with the level of funding for Council's infrastructure so that maintenance and upgrade projects can be planned in line with the strategy in order for the IAMP to be further developed.

Attachments:

Nil.

2. Open Space Strategy – Part 1

Responsible Director: Ginny Moon, Director Corporate Services

Expected Duration: 90 minutes

Presented by: Gene Fong, Urban Strategy Designer

Following the Council Meeting outcomes of the Open Space Strategy Report in August 2017, staff have planned to undertake a number of steps to improve the draft Open Space Strategy.

Areas which have been identified to focus on the Draft Open Space Strategy improvements are;

- Stronger strategic links to the 2020 Strategic Plan and alignment with Loved Parks and Places
- Link to Councils Community Engagement strategy/policy and consultation procedure
- Revise and review all future development and priority of each park and reserve
- Mapping of playspaces distances and analysis
- Review and update all demographic data once the 2016 full Census is released
- Evaluate purchasing and land strategy and land acquisition targets
- Revise financial implication and budget feasibility

The following topics will be discussed during this workshop:-

- revision of park hierarchy
- priorities
- gaps in public open space
- inclusion of community engagement procedures
- long term financial implications

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 17/10/2017

- Concept design discussion with Architects

Council Meeting 24/10/2017

- Mayoral Monthly Report
- Progress on Strategic Plan to 2020
- Prospect Fast WiFi – Sponsorship Agreement with Vintek
- Environmental Action Plan - Endorsement
- Annual Report (Section 131)
- LGA AGM Voting Preferences
- Draft Annual Financial Statements 30/06/2017
- Community Engagement Policy and Toolkit
- CLIC Project Update
- Community Grants Recommendations
- Audit Committee Report
- Annual Budget and Business Plan Process
- Network Prospect Report
- Waste Disposal Contract
- Edwin Avenue