



AGENDA

FOR WORKS AND SERVICES COMMITTEE MEETING TO BE HELD ON 15 FEBRUARY 2016 AT CONCLUSION OF BUDGET AND FINANCE COMMITTEE IN THE COUNCIL CHAMBER, 12 JAMES STREET, SALISBURY

MEMBERS

Cr J Woodman (Chairman)
Mayor G Aldridge (ex officio)
Cr C Buchanan
Cr G Caruso (Deputy Chairman)
Cr E Gill
Cr S Reardon
Cr G Reynolds
Cr S White
Cr R Zahra

REQUIRED STAFF

General Manager Community Development, Ms J Trotter
General Manager City Infrastructure, Mr M van der Pennen
Manager Communications and Customer Relations, Mr M Bennington
Governance Support Officer, Ms K Boyd
Governance Coordinator, Ms J Rowett

APOLOGIES

LEAVE OF ABSENCE

PRESENTATION OF MINUTES

Presentation of the Minutes of the Works and Services Committee Meeting held on 18 January 2016.

Presentation of the Minutes of the Confidential Works and Services Committee Meeting held on 18 January 2016.

REPORTS

Administration

2.0.1	Future Reports for the Works and Services Committee.....	13
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Community Centres and Youth

2.1.1	Investigation of Costs Associated with Waterslide/Diving Platform Installation at Salisbury Recreation Precinct.....	17
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Landscaping

2.4.1	Tree Management Framework	57
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Property

2.5.1	Road Closure Portion of Ryans Road Plantation, Parafield Gardens.....	85
2.5.2	Minutes of the Strategic Property Development Sub Committee meeting held on Monday 8 February 2016	93

Public Works

2.6.1	Capital Works Progress Report - January 2016	99
2.6.2	Design and Installation of Outdoor Creche perimeter protection at Bagster Road Community Centre and Pooraka Farm Community Centre.....	105

OTHER BUSINESS

CONFIDENTIAL ITEMS

2.9.1 Minutes of the Confidential Strategic Property Development Sub Committee meeting held on Monday 8 February 2016

Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on that grounds that:

1. Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:
 - it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
 - information the disclosure of which would, on balance, be contrary to the public interest.
2. In weighing up the factors related to disclosure,
 - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations
 - not available for public inspection until the completion of all settlements on the project.

On that basis the public's interest is best served by not disclosing the **Minutes of the Confidential Strategic Property Development Sub Committee meeting held on Monday 8 February 2016** item and discussion at this point in time.
3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.

CLOSE



**MINUTES OF WORKS AND SERVICES COMMITTEE MEETING HELD IN THE
COUNCIL CHAMBER, 12 JAMES STREET, SALISBURY ON**

18 JANUARY 2016

MEMBERS PRESENT

Cr J Woodman (Chairman)
Mayor G Aldridge (ex officio)
Cr C Buchanan
Cr G Caruso (Deputy Chairman)
Cr E Gill
Cr S Reardon
Cr G Reynolds
Cr S White
Cr R Zahra

STAFF

Acting Chief Executive Officer, Ms J Trotter
Acting General Manager City Infrastructure, Mr M Purdie
Manager Property and Buildings, Ms K Pepe
Manager Technical Services, Mr D Roy
Manager Communications and Customer Relations, Mr M Bennington
Governance Support Officer, Ms K Boyd
Governance Coordinator, Ms J Rowett

The meeting commenced at 8:23pm.

The Chairman welcomed the members, staff and the gallery to the meeting.

APOLOGIES

Nil.

PRESENTATION OF MINUTES

Moved Cr G Reynolds
Seconded Cr R Zahra

The Minutes of the Works and Services Committee Meeting held on 07 December 2015, be taken and read as confirmed.

CARRIED

Moved Cr R Zahra
Seconded Cr S White

The Minutes of the Confidential Works and Services Committee Meeting held on 07 December 2015, be taken and read as confirmed.

CARRIED

REPORTS

Administration

2.0.1 Future Reports for the Works and Services Committee

Moved Cr E Gill
Seconded Cr R Zahra

1. The information be received.

CARRIED

2.0.2 Minutes of the Strategic Property Development Sub Committee meeting held on Monday 11 January 2016

Moved Cr G Caruso
Seconded Cr S Reardon

The information contained in the Minutes of the Strategic Property Development Sub Committee of the meeting held on 11 January 2016 be received and noted.

CARRIED

*Community Centres and Youth***2.1.1 Backboard Replacement at Parafield Gardens Recreation Centre**

Moved Cr R Zahra

Seconded Cr C Buchanan

1. The information be received.
2. That roof retracting backboards are installed as soon as possible at both ends of the Court in the Multi-Purpose room at Parafield Gardens Recreation Centre
3. That \$24,000 to fund the backboard replacement be included as a non-discretionary budget review item in the 2nd quarter budget review.

CARRIED*Landscaping***2.4.1 Installation of Distance Measurement Markers**

Moved Cr R Zahra

Seconded Cr S Reardon

1. Council approve the Standard Signage Style Guide modification to include distances as per the graphic attached.
2. Information Signage – Directional & Interpretive Signage/Green Trails – Style Guide will be updated to include distances for future directional signage.
3. Distance signs include the distances between different nodes.

CARRIED

Property

2.5.1 Salisbury United Soccer Club Loan

Moved Cr C Buchanan
Seconded Cr G Reynolds

1. The information in this report be received and noted.
2. Staff be authorised to waive the balance of the loan which has an amount outstanding of \$6,816.62.
3. Staff be authorised to negotiate a payment plan for the rental amount of \$5,382 which has been subject to a moratorium and due to be paid in 2016.

With leave of the meeting and consent of the seconder Cr C Buchanan
VARIED the MOTION as follows:

1. The information in this report be received and noted.
2. Staff be authorised to waive the balance of the loan which has an amount outstanding of \$6,816.62 and the rental amount of \$5,382.00.

CARRIED

Public Works

2.6.1 Capital Works Progress Report - December 2015

Cr G Caruso declared a conflict of interest due to his employment and left the meeting at 08:49 pm.

Moved Cr R Zahra
Seconded Cr S Reardon

1. Remove roof audit from 2015/16 Property & Buildings Planning Program with this to occur as part of routine maintenance.
2. Remove the installation of new Wetlands Signage at the Paddocks Reserve from the 2015/16 Information Signage Program.
3. As part of the 2015/16 Bridge Asset Renewal Program replace Noack Reserve with renewal of the Dry Creek Linear Park footbridge, adjacent Victoria Court.
4. Include the construction of new kerb ramps in sections of Spearman Avenue, Salisbury East, and Seabright Avenue, Parafield Gardens, within the 2015/16 Kerb Ramp Construction/Upgrade Program

5. As part of the 2015/16 Council Funded Footpath Program, construct new footpath links Cornwall Drive, Gulfview Heights, and adjacent Riverdale Primary School, Salisbury Downs.
6. An allocation of \$90,000 non-discretionary budget bid be considered as part Second Quarter Budget Review for the design and installation of outdoor crèche perimeter protection at Bagster Road Community Centre.
7. Submission of a New Initiative Bid for funding in 2016/17 of outdoor crèche perimeter protection at Pooraka Farm Community Centre.
8. An allocation of \$20,000 for Bus Rerouting Works along Wilkinson Road, Para Hills, being approved as a non-discretionary budget bid at the Second Quarter Budget Review. Of this, \$10,000 is to be an Income Budget.
9. The construction of a section of bicycle network along Diment Road be reconsidered for 2016/17 with 2015/16 \$50,000 budget and \$50,000 unsuccessful income budget be reduced to \$0 as part of the Second Quarter Budget Review, Program 14804 Bicycle Network Improvements.
10. Within PR14804 Bicycle Network Improvements Program, defer construction of a new bicycle lane, Spains Road, Salisbury Downs. Transfer this project budget to PR13600 Minor Traffic Improvement Program. Within PR13600 Minor Traffic Improvement Program include the construction of new pedestrian links Warner Road/Hollywood Boulevard and Metro Street/Hollywood Boulevard, Salisbury Downs.
11. An allocation of \$450,000 non-discretionary budget bid to PR22517 Underdown Park Upgrade, being approved as part of Second Quarter Budget Review for site power supply upgrade.

CARRIED

Cr G Caruso returned to the meeting at 09:01 pm.

OTHER BUSINESS

Nil

CONFIDENTIAL ITEMS

2.9.1 Minutes of the Confidential Strategic Property Development Sub Committee meeting held on Monday 11 January 2016

Moved Cr C Buchanan
Seconded Cr S Reardon

1. *Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*
 - *it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and*
 - *information the disclosure of which would, on balance, be contrary to the public interest.*
2. *In weighing up the factors related to disclosure,*
 - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
 - *Non-disclosure of the matter and discussion of this item in confidence would protect information relating to proposed commercial negotiations regarding Walpole Road Stage 3 and enable Council to consider information prior to determining the most appropriate course of action.*

*On that basis the public's interest is best served by not disclosing the **Minutes of the Confidential Strategic Property Development Sub Committee meeting held on Monday 11 January 2016** item and discussion at this point in time.*
3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

CARRIED

The meeting moved into confidence at 9:01pm.

The meeting moved out of confidence at 9:02pm.

2.9.2 Salisbury Bowling Club - 5 - 15 Orange Avenue Salisbury

Moved Cr R Zahra

Seconded Cr S Reardon

1. *Pursuant to Section 90(2) and (3)(b)(i) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*
 - *it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council.*
2. *In weighing up the factors related to disclosure,*
 - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
 - *Non-disclosure of the matter and discussion of this item in confidence would protect information relating to proposed commercial negotiations regarding land associated with the Salisbury Bowling Club and enable Council to consider detailed options and information prior to determining the most appropriate course of action.*

*On that basis the public's interest is best served by not disclosing the **Salisbury Bowling Club - 5 - 15 Orange Avenue Salisbury** item and discussion at this point in time.*
3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

CARRIED

The meeting moved into confidence at 9:02 pm.

The meeting moved out of confidence and closed at 9:20 pm.

CHAIRMAN.....

DATE.....

ITEM	2.0.1
	WORKS AND SERVICES COMMITTEE
DATE	15 February 2016
HEADING	Future Reports for the Works and Services Committee
AUTHOR	Joy Rowett, Governance Coordinator, CEO and Governance
CITY PLAN LINKS	4.4 To ensure informed and transparent decision-making that is accountable and legally compliant
SUMMARY	This item details reports to be presented to the Works and Services Committee as a result of a previous Council resolution. If reports have been deferred to a subsequent month, this will be indicated, along with a reason for the deferral.

RECOMMENDATION

1. The information be received.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 Historically, a list of resolutions requiring a future report to Council has been presented to each committee for noting.

2. CONSULTATION / COMMUNICATION

2.1 Internal

- 2.1.1 Report authors and General Managers.

2.2 External

- 2.2.1 Nil.

3. REPORT

3.1 The following table outlines the reports to be presented to the Works and Services Committee as a result of a Council resolution:

Meeting Item	- Heading and Resolution	Officer
28/02/2011 2.1.3	Update of Council's Flood Management Strategy 4. On completion of the Flood Plain Mapping an amended Stormwater Management Plan be submitted to Council for endorsement. Due: February 2016 Deferred to: April 2016 Reason: Awaiting finalization of Flood Mapping for Little Para / Greater Edinburgh Parks.	Dameon Roy
23/04/2012 6.4.1	Budget Update 6. Staff report back to the Works and Services Committee on the Kerb and Gutter Maintenance Program. Due: February 2016 Deferred to: March 2016 Reason: Results of the condition survey of kerb & gutter are being processed and will be available for reporting in March	Lyall Thomas
28/07/2014 2.OB1	Localised Flooding Issues – Barker Road, Wilson Road and St Kilda Road (Verbal) 2. Staff bring back a report on the longer term resolution for drainage west of Port Wakefield Road taking into account the potential construction of the Northern Connector and development of Greater Edinburgh Park in collaboration with the City of Playford. Due: February 2016 Deferred to: April 2016 Reason: Awaiting finalization of Flood Mapping for Little Para / Greater Edinburgh Parks.	Dameon Roy
27/07/2015 1.10.1	Salisbury Oval Precinct Plan 5. A report to commence the community land revocation process required for the Salisbury Oval Precinct be presented to Council in September 2015. Due: April 2016	Karen Pepe
24/08/2015 OB2(WS)	Pedestrian Safety - Beovich Road 2. That staff bring back a report on various options available to improve the safety of pedestrians on the stretch of Beovich Road bounded by sports fields. Due: April 2016	Dameon Roy

28/09/2015	Paddocks Community Centre Review - Paddocks Master Plan Stage 2	Pippa Webb
2.1.1	4. That a further report is bought back to Council for endorsement of the proposed concept design before proceeding to detailed design.	
Due:	June 2016	
28/09/2015	Pedestrian & Vehicle Safety - Bridge Street, Salisbury	Tony Calandro
2.7.2	4. Staff report back to Council 12 months after the commencement of the load limits providing an updated traffic report including usage statistics for Bridge Street	
Due:	October 2016	
26/10/2015	Change to Road Rules to accommodate Cyclists - application within City of Salisbury	Tony Calandro
NOM2	3. That Council write to the Shadow Minister for Transport, Mr Corey Wingard MP and all cross bench members of the South Australian Parliament requesting they move to disallow these regulations until further clarity on their effects and implementation is provided to the public and any responses be included in a subsequent report to Council.	
Due:	February 2016	
Deferred to:	April 2016	
Reason:	Two responses have been received and staff have followed up on the outstanding response letters with the Government Departments. A report will be presented once all responses have been received from letters sent to Ministers	
23/11/2015	Change to Road Rules to Accommodate Cyclists - Application within City of Salisbury	Tony Calandro
2.7.1	3. Staff bring back a report to Council indicating high risk areas, as described in Part 2 iii of the motion, that Council can consider restricting cycling on footpaths in these areas using Australian Road Rule 252 and indicating costs for signage.	
Due:	February 2016	
Deferred to:	March 2016	
Reason:	Information is still being gathered and analysed.	

14/12/2015 NOM3	Traffic monitoring, Kesters Road between Main North Road and Ceafield Road 1. That following the opening of the Masters store and other new businesses on Main North Road, staff undertake traffic monitoring on the lower part of Kesters Road, between Main North Road and Ceafield Road to determine the impact of the operation of those businesses on traffic flow and volume in the area. The report should include consideration of: a. The requirement for additional parking restrictions in the area b. Vehicle movements of heavy and long vehicles through the area c. Risks to public safety as a result of changed traffic patterns. Due: April 2016	Dameon Roy
14/12/2015 2.7.1	Proposed works relative to the junction of Kings Road with Bolivar Road, Paralowie 4. A report be brought back to the Committee outlining options for improving traffic management between Port Wakefield Road and Salisbury Highway on Kings Road. Due: April 2016	Pat Trimboli
14/12/2015 OB3	Duck Feeding Signage and Location 1. That staff provide a report in regards to the costing and possible location for the installation of duck feeding and information signage. 2. Wording of the sign to incorporate information recently released by the City of Salisbury outlining suitable items to feed ducks with as well as other useful information. Due: March 2016	Mark Purdie

4. CONCLUSION / PROPOSAL

- 4.1 Future reports for the Works and Services Committee have been reviewed and are presented to Council for noting.

CO-ORDINATION

Officer: Executive Group
Date: 08/02/2016

ITEM	2.1.1
	WORKS AND SERVICES COMMITTEE
DATE	15 February 2016
HEADING	Investigation of Costs Associated with Waterslide/Diving Platform Installation at Salisbury Recreation Precinct
AUTHOR	Jane Trotter, General Manager Community Development, Community Development
CITY PLAN LINKS	3.1 To have a community that embraces healthy and active lifestyles
SUMMARY	Council has requested that Staff prepare a report on the costs and options for the installation of diving facilities or a waterslide at the Salisbury Recreation Precinct. At Belgravia's request we have also included information on a water play/spray pad feature for Councils consideration.

RECOMMENDATION

1. The information be received.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. Swimplex Aquatics - Salisbury Water Slide & Play Structure Options - Attachment 1
2. Email Correspondence with Price List - Parkequip Waterplay - Attachment 2
3. Parkequip WaterPlay Brochure - Attachment 3

1. BACKGROUND

1.1 At the October 2015 Council meeting, Council endorsed:

- 1.1.1 That Staff report back in relation to costs and options for the installation of
 - A waterslide feature
 - Diving facilities, incorporating various diving platform levels up to high dive
- 1.1.2 The report include details of any implications for current contractual arrangements with Belgravia and advice from Belgravia as to whether they would support waterslide/diving facility upgrades at the Salisbury Recreation Precinct.

2. CONSULTATION / COMMUNICATION**2.1 Internal**

- 2.1.1 Discussions have been held with City Infrastructure regarding costs and options for the Diving Platform.

2.2 External

- 2.2.1 Belgravia have been consulted in relation to their preferences for diving/play additions to the Salisbury Recreation Precinct.

3. REPORT

- 3.1 The Salisbury Recreation Precinct is a unique offering boasting both aquatic and tennis facilities. These facilities include eight tennis courts (four of which are Australian Open Standard), a 50m pool, 25m undercover pool, toddlers pool and large open space surrounds. With approximately 95,000 customer visits per annum, the Precinct provides a range of aquatic and leisure opportunities including lap swimming, swimming lessons, pool parties, tennis hot shots, tennis coaching and night tennis.
- 3.2 The pools were originally constructed in the late 1960's and are showing signs of age. A GHD report prepared in October 2014 found that the existing scum gutters on the existing outdoor 50m and 25m pools have deteriorated and that demolition and reconstruction of the scum gutter would be required to prolong the life of the swimming pools. Money has been set aside in the capital budget for this purpose.
- 3.3 The Council has also requested that Council investigate costs and options for the introduction of new aquatic/play elements at the Centre, specifically
- 3.3.1 A Waterslide
- 3.3.2 Diving facilities
- 3.4 In undertaking these investigations, Belgravia have also suggested that we also consider water play elements for family fun such as spray pads or spray structures which have become very popular additions to swim centres and other tourism and leisure facilities.
- 3.5 This report provides very preliminary cost estimates/options for consideration by Council. These cost estimates do not include contingencies, project management, depreciation or ongoing maintenance costs. If Council wanted to pursue one or more of the options a proper business case would need to be undertaken to establish the full costs and benefits of the proposed upgrade works.

3.6 Diving Facilities

- 3.6.1 The 50m outdoor pool would not be of sufficient depth to cater for high diving platforms so an additional pool would need to be constructed at the facility.
- 3.6.2 GHD Engineers have provided us with a preliminary range of estimates for the installation of a FINA compliant dive pool and full height 10m dive tower based on tenders received for the construction of a new dive pool at Ringwood in Melbourne. The new dive pool included the following:
- New water filtration including filters, pumps, pipework, valving and chemical dosing
 - New pool structure (16.5m long x 25m wide x 5m deep) tiled finish including balance tank
 - 10m concrete diving platform and 6 x springboards with fulcrum base
- 3.6.3 Costing advice for the pool and diving platform in accordance with the above from GHD is in the order of \$2.5M to \$3M (excluding GST).
- 3.6.4 Belgravia have advised that they are not supportive of the installation of diving facilities at the Salisbury Recreation Precinct. The risks are high and the diving facility would require additional staffing which will increase the operating costs of the precinct. People would be unlikely to spend extra to use the diving board and would expect this to be part of the admission fee so limited additional revenue would be specifically generated. The diving facilities option is particularly unsuitable at an outdoor seasonal facility as it would not attract long term squad users, there would be days that weather would make it unsafe to operate and the water body needed would be an additional area of risk even when it is not operating.

3.7 Waterslides

- 3.7.1 Waterslides can be constructed with their own run out facility which allows them to standalone from the existing pools. Depending on the level of investment Council wanted to make, we have included options shown at Attachment 1, pages 22-25 (Options 1-4) ranging from \$600K to \$1.5M for a fully installed operational slide package. The package would include its own filter system, platform and tower.
- 3.7.2 Belgravia have advised that waterslides are appealing but the high cost of installation could be prohibitive. Following the introduction of the waterslide there is likely to be increased patronage as this is an attractive element for families. However evidence from other pools suggests that the increase in patronage will reduce over time as the novelty starts to wear off. There is also the opportunity to charge separately for the use of the waterslide which can generate additional income for the facility. The operation of the waterslide will be monitored by a lifeguard. The location of the installation and use of cameras at the bottom of the slide would need to be considered to ensure only one operator was required to minimize the additional operating costs.

3.8 Waterplay Spray Pads / Play Structures

- 3.8.1 Waterplay spray pads (at the more simple end) are the least expensive of the options considered and can range in price from \$60,000 for a very simple package to \$1.5m for an elaborate structure. Options are shown in Attachment 1, pages 32-37 (Play Structures A02, B06, B09) and in Attachment 2, page 43 (price list) and Attachment 3, pages 45-52.
- 3.8.2 Waterplay spray pads or play structures are very popular as they are very attractive for families and they have low operating costs as they do not require supervision by a lifeguard. Operational costs are also reduced significantly compared to pool operation as the spray pad is user activated so that they only operate when occupied and the water is stored in underground tanks so that evaporation is kept to a minimum.
- 3.8.3 The spray pad provides a zero depth water surface that eliminates the risk of drowning whilst still providing engaging water features for the whole family to enjoy. Creating toddler and youth zones, allows children of all ages to play on the same spray pad without unwanted interaction.
- 3.8.4 Belgravia have advised that they believe a waterplay area would be a wonderful addition to the toddlers pool. The waterplay feature would attract more younger children and entertain them at the facility for longer, which leads to increased secondary spend in the kiosk and likely increases in those entering the Swim & Water Safety Program. This is not a section that would be an additional cost to use for the patron. It could also be connected to the edge of the current toddlers pool which would provide a very appealing façade upon entering the facility. Similarly this would then provide the opportunity to separate the filtration of the toddlers pool from the other water bodies and operationally provide much greater benefits in relation to water quality and health standard requirements. From Belgravia's perspective this is a more appealing option than a waterslide or dive pool.

4. CONCLUSION / PROPOSAL

- 4.1 This report addresses a request from the Council to provide costs and options on the installation of diving facilities or a waterslide at the Salisbury Recreation Precinct. At the request of Belgravia we have also included information on the installation of a waterplay area/spray pad as this is proving to be a popular aquatic/leisure/tourism addition at facilities across Australia.
- 4.2 Belgravia have advised that they do not support the installation of a diving board/pool at the Centre. This is the highest risk and highest capital cost option, which will generate higher operating costs for the centre but is unlikely to generate much additional revenue as the centre is not open year round so the diving facility will not be suitable or appealing for training squads.
- 4.3 The waterslide has some appeal to Belgravia as it as an attractor for families and provides the ability to generate additional revenue from people using the slide. However this is still quite a high capital cost and will require additional supervision thereby increasing the operating costs for the Centre
- 4.4 The waterplay area is the most preferred option by Belgravia as it is a lower capital cost, very low risk, appealing to the whole family and does not require any supervision as it a zero depth water facility.
- 4.5 If Council wanted to further explore any of these options a more detailed cost benefit analysis would need to be prepared and presented to Council for consideration.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 08/02/2016



SALISBURY WATER SLIDE & PLAY STRUCTURE OPTIONS

BACKGROUND

Swimplex Aquatics are a world-class company dedicated to the aquatic industry. We are Australian market leaders servicing all states Australia wide providing high quality, comprehensive aquatic packages.

Swimplex Aquatics traces its roots back to the early 1980's. Since those early days the business has completed in excess of 250 significant projects across Australia.



Our specialist services include; pool construction, renovation, refurbishment, filtration, heating, waterslides and the manufacture of innovative pool products including; WETDECK® grating, lane ropes, starting platforms and pool covers.





WATERSLIDES

Swimplex are now one of the leaders in the design, manufacturing and installation of waterslides and water parks Australia wide. We guide each project from concept to completion with every aspect of the project including planning, engineering and installation undertaken in house by Swimplex.

Our waterslides to be manufactured using Light Resin Transfer Technology (L-RTM). This enables the manufacture of the highest quality water slide components with a smooth and shiny surface on both sides.

Traditional manufacture of waterslides uses a single sided mould and the fibreglass is applied by chopper gun. This leads to a heavier part with an ugly external finish.

The end result of L-RTM manufacture is an aesthetically pleasing and physically superior product.



Specifications for Waterslides



Standards

- AS 3533
- FD21 of the RLSSA
- All relevant legislation.

Design

Designed and constructed to withstand maximum loadings, refer AS 1657.

Slide Design, European Standards, DIN, EN1069-1. All stairs and handrails are designed to Australian Standards.

Supports

Hot dipped galvanized rolled steel after manufacture including bolts etc. Steel is min ST 37-2 (S235JR). Galvanized overlay will be according to DIN EN ISO 1461 standard.

Material

GRP with stabilized UV gel coat (nominal 0.75mm thick)

Resin transfer moulded (RTM) to provide two "off-mould" (shiny surfaces).

Start Tower

Free standing start tower, hot dipped galvanized rolled steel after manufacture including bolts etc.

Floors and steps, well drained and slip resistant.

Large enough to accommodate a rider and a supervisor.

Suitable prominently displayed signs including instructions on permitted use with warnings will be provided.

OPTION 1:



COMPACT SLIDE

AQUATUBE

FREEFALL

BLACK HOLE

RAFTING SLIDE

START HEIGHT: 14M

AUD 1,5M

**** Fully Installed, operational slide package.**

**** Please note that this is an estimate only. A site specific quote would have to be provided.**



OPTION 2:



COMPACT SLIDE

FREEFALL

BLACK HOLE

START HEIGHT: 10M

AUD 1M

**** Fully Installed, operational slide package.**

**** Please note that this is an estimate only. A site specific quote would have to be provided.**



OPTION 3:



COMPACT SLIDE

AQUATUBE

START HEIGHT: 10M

AUD 700K

**** Fully Installed, operational slide package.**

**** Please note that this is an estimate only. A site specific quote would have to be provided.**



OPTION 4:



COMPACT SLIDE

AQUATUBE

START HEIGHT: 7.92M

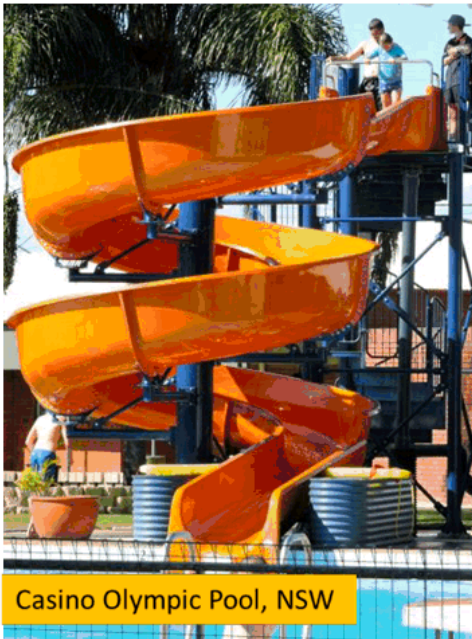
AUD 600K

**** Fully Installed, operational slide package.**

**** Please note that this is an estimate only. A site specific quote would have to be provided.**

SLIDE 1: COMPACT SLIDE

Item 2.1.1 - Attachment 1 - Swimplex Aquatics - Salisbury Water Slide & Play Structure Options - Attachment 1



SLIDE 2: AQUATUBE SLIDE



Newmarket Olympic Pool



Tweed Billabong Holiday Park, NSW



Carnival Cruise Lines



Big Banana Project, NSW

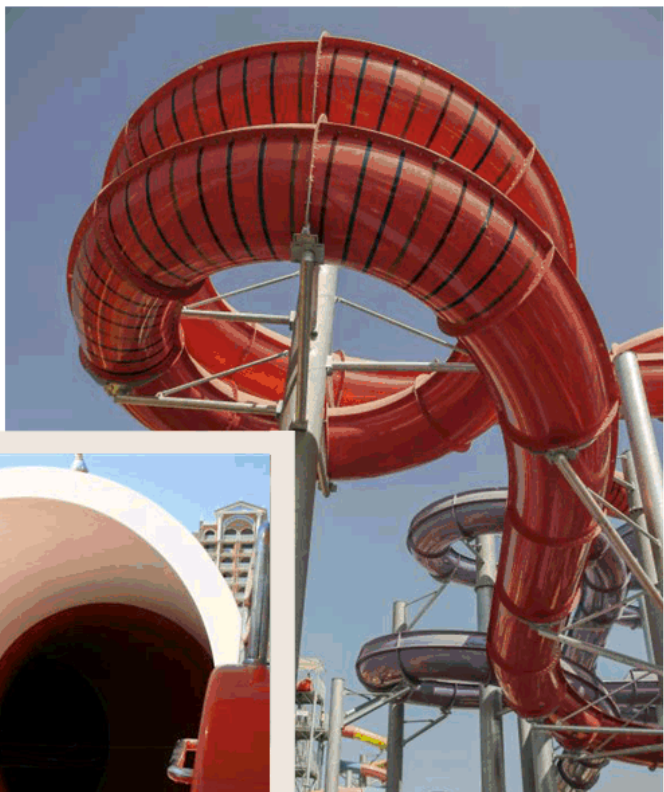
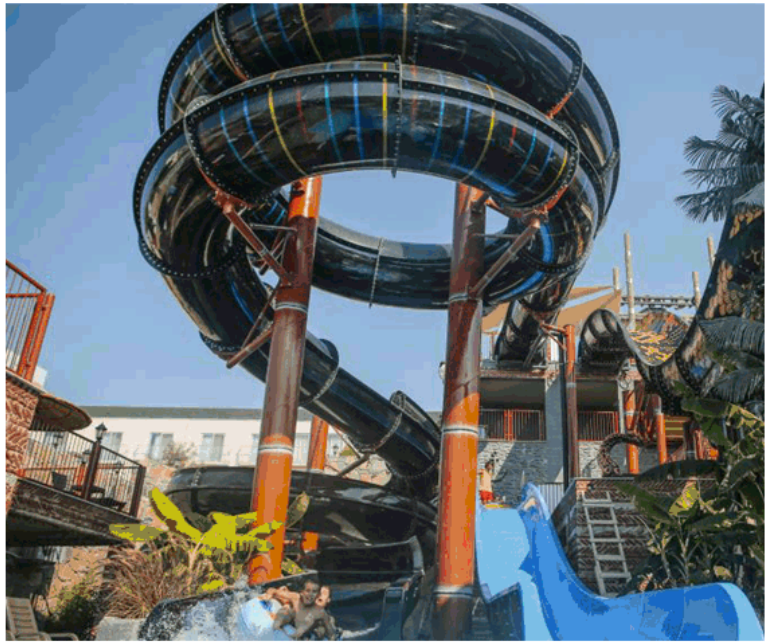


SA Aquatic and Leisure Centre, SA



SLIDE 3: BLACKHOLE SLIDE

Item 2.1.1 - Attachment 1 - Swimplex Aquatics - Salisbury Water Slide & Play Structure Options - Attachment 1



SLIDE 4: RAFTING SLIDE



SLIDE 5: FREEFALL SLIDE

Item 2.1.1 - Attachment 1 - Swimplex Aquatics - Salisbury Water Slide & Play Structure Options - Attachment 1



SLIDE 6: T-FREEFALL SLIDE



PLAY STRUCTURE A02

Item 2.1.1 - Attachment 1 - Swimplex Aquatics - Salisbury Water Slide & Play Structure Options - Attachment 1

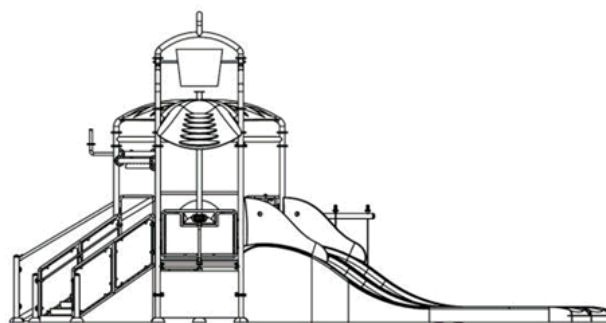


Big Banana Project, NSW



PLAY STRUCTURE A02

Technical Specifications	A2
Dimensions	14.48x10.62 m
Heights	6.7 m
Pool Area (sqmt)	174
FEATURES	
Waterfall Jet	
Water Gun	1
Water Mill	
Umbrella Jet	1
Pools and Falls	1
Tipping Bucket	1
Pipe Fall	1
Net Bridge	
Arch/Down Jets	1
Water Volcano	
Interactive Arching Jets	
Net Climb	1
Peacock Arch Jets	
Pull Rope	1
Spinning Cylinder	
Interactive Tippy Bucket	2
Tippy Bucket	
Tipping Through	
Floor Jets	3
Daisy Shower	3
Fish Bucket	
Waterslides	2
TOTAL	18



RIGHT VIEW

AUD 350K

**** Fully Installed, operational play structure package.**

**** Please note that this is an estimate only. A site specific quote would have to be provided.**



PLAY STRUCTURE B06

Item 2.1.1 - Attachment 1 - Swimplex Aquatics - Salisbury Water Slide & Play Structure Options - Attachment 1



PLAY STRUCTURE B06

Technical Specifications	B6
Dimensions	24.01x19.41 m
Heights	10.80 m
Pool Area (sqmt)	475
FEATURES	
Waterfall Jet	2
Water Gun	8
Water Mill	3
Umbrella Jet	3
Pools and Falls	
Tipping Bucket	1
Pipe Fall	1
Net Bridge	1
Arch/Down Jets	2
Water Volcano	
Interactive Arching Jets	3
Net Climb	1
Peacock Arch Jets	1
Pull Rope	2
Spinning Cylinder	1
Interactive Tippy Bucket	8
Tippy Bucket	3
Tipping Through	
Floor Jets	5
Daisy Shower	3
Fish Bucket	1
Waterslides	4
TOTAL	53



AUD 900K

**** Fully Installed, operational play structure package.**

**** Please note that this is an estimate only. A site specific quote would have to be provided.**



PLAY STRUCTURE B09



PLAY STRUCTURE B09

Technical Specifications	B9
Dimensions	30.95x25.95 m
Heights	12.30 m
Pool Area (sqmt)	722
FEATURES	
Waterfall Jet	4
Water Gun	18
Water Mill	3
Umbrella Jet	2
Pools and Falls	
Tipping Bucket	1
Pipe Fall	
Net Bridge	1
Arch/Down Jets	5
Water Volcano	2
Interactive Arching Jets	4
Net Climb	1
Peacock Arch Jets	1
Pull Rope	3
Spinning Cylinder	1
Interactive Tippy Bucket	12
Tippy Bucket	6
Tipping Through	
Floor Jets	5
Daisy Shower	3
Fish Bucket	1
Waterslides	6
TOTAL	79



Paradise Theme AT B09



PulseWaterparks

AUD 1,5M

**** Fully Installed, operational play structure package.**

**** Please note that this is an estimate only. A site specific quote would have to be provided.**





RTM WATERSLIDE TECHNOLOGY

- Aesthetically and Physically Superior Product
- Stronger and Lighter Waterslides
- Easier Installation
- Cleaner Environment
- Smooth and Shiny Finish on Both Sides

100% of Production Offered in RTM. All Family Rides & Bowl Rides Offered in RTM



NATURAL LIGHT EFFECTS

- Available in RTM
 - Applied into the Tunnel Type of Waterslides
 - Dynamic Experience
 - Patented
 - No Electrical Equipment is Being Used
 - Maintenance and Operation Requirements are Eliminated
- Safest, Costless, Most Fun and Most Colorful Light Effect Solution!

TRANSLUCENT WATERSLIDES

- Glassy Fiberglass
- Enriched Visual Impact
- Spectatular Appeal
- Visible Transparency

Translucent Waterslides since 2007!



SPECIAL PATTERN EFFECTS

- A More Attractive Look Compared to a Standard One Color Option
 - Offering a Theme in Itself, Reduces the Theming Costs in General
 - Add Great Value to the General Appearance of the Park
- Applicable in RTM Manufactured Slides Doubling the Visual Feast!



Colour Selection

The opportunity exists to choose colours. We are able to apply a large range of RAL colours to the RTM fibreglass parts and stair treads. Please see the following for approximate colours.



Colour Selection

colour chart®

			
Ral Design RAL 220 80 20	Azure Blue RAL 5009	Gentian Blue RAL 5010	Light Blue RAL 5012
			
Cobalt Blue RAL 5013	Sky Blue RAL 5015	Traffic Blue RAL 5017	Night Blue RAL 5022
			
Turquoise Blue RAL 5018	Water Blue RAL 5021	Light Green RAL 6027	Mint Turquoise RAL 6033
			
Leaf Green RAL 6002	Grass Green RAL 6010	Turquoise Green RAL 6016	Yellow Green RAL 6018
			
Pastel Green RAL 6019	Pale Green RAL 6021	Signal Green RAL 6032	Ral Design RAL 110 80 40
			
Concrete Grey RAL 7023	Pebble Grey RAL 7032	Silver Grey RAL 7001	Jet Black RAL 9005

CREDENTIAL LIST

MORE THAN 250 SUCCESSFUL
INSTALLATIONS IN AUSTRALIA





SWIMPLEX GROUP CREDENTIAL LIST

PROJECT	YEAR	DESCRIPTION
WORK IN PROGRESS		
Prairiewood Aquatic Centre Sydney	2015/16	Polin BO9 Aquatower 720m2 multi slide play structure plus three
Cockburn Aquatic Centre W.A.	2015/16	Large thrill slides of a 10m tower all to form part of a water park on a municipal facility. Multi-slide facility to new centre in Freemantle in conjunction with Freemantle Docks
Leichhardt Park Aquatic Centre NSW	2015	New DE UFF/UV plants to three pools \$800K.
Forster NSW Great Lakes Council	2015	New DE UFF plants to indoor aquatic centre
Craigieburn Aquatics Centre VIC	2015/16	Large Polin Multi water slides to new complex \$1m
Chinchilla Pool Upgrade SW QLD	2015	New plant to existing 50m pool.
Alpha Pool Central QLD	2014/15	Plant and reticulation to new town facility.
PROJECTS COMPLETED (251)		
Nowra Memorial Pool NSW	2015	Replace aged waterslide with new Polin slides.
Big Banana Coffs Harbour NSW	2015	Signature water park package to iconic park \$2m
Alice Springs Holiday Park NT	2015	Large Polin water slide to Big 4 park.
Bellbowrie Pool Brisbane Council QLD	2014	Splash pad childrens' play facility & Empex Watertoys
Nobby Beach Holiday Park QLD	2014	Large water slide to Gold Coast Tourist Park
Lockyer Valley Council Gatton QLD	2014	Plant & reticulation to new regional Aquatic Centre
Frensham Girls School Bowral NSW	2014	Myrtha Pools & plants to new 25m and teaching pool.
Marion Council Swim Centre S.A.	2014	Replace aged large Water Slide including run-out \$700K
Ryde Aquatic Centre NSW	2014	LatiTube Pocket Double surfing attraction & features
Frankston Regional Aquatics Ctr VIC	2014	Plant & reticulation to aquatics centre \$3.06m
Elite Swim Centre Brunswick Vic	2013	Construct Myrtha 25m indoor pool.
Wet'n'Wild Sydney	2013	Water Treatment plants to new theme park \$7.3m
Wet'n'Wild Sydney	2013	LatiTube Pipeline signature ride for new water park
Hibiscus Pool Brisbane Council QLD	2013	Design and installation of Water Slide \$328K
Newmarket Pool Brisbane Council QLD	2013	Design and installation of Water Slide \$324K
Fanny Durack Pool Sydney	2013	New Myrtha 25m Pool
Googong NSW	2013	Club 25m Myrtha Pool and splash pad via A.C.T.
Casino Pool NSW	2013	Waterslide to town pool
AIS Canberra	2013	Replacement of sand filters with Atlas DE to 25m pool
Milne Bay Pool Toowoomba QLD	2013	New sand filtration plant to indoor wave pool.
South Grafton Indoor Pool NSW	2013	New DE plant refurbished 25m pool South Grafton.
National Maritime Museum Sydney	2012	Splash pad entertainment area.
AIS Canberra	2012	New Plant for Spa and Cold plunge recovery pools
Mudgee Pool NSW	2012	Plant and reticulation upgrade Atlas filters
Gulgong Pool NSW	2012	Plant and reticulation upgrade Atlas DE filtration
Kandos Pool NSW	2012	Plant and reticulation upgrade
Sth. Port Hedland W.A.	2012	LatiTube Pocket Double Surfing Attraction to Pool
Prince Alfred Park Sydney City	2012	50m upgrade- Myrtha plus Splash pad & plant \$1.9m
Capricorn Palms Yeppoon QLD	2012	Waterslide and Splash pool for resort.
Lithgow Municipal Pool NSW	2012	Hydroplay interactive toddlers playscape
Orange Stage 4 NSW	2012	Plant and reticulation to Indoor Pools \$760K
Moree Artesian Baths Upgrade	2012	Major upgrade to ctr 6 Myrtha Pools & buildings \$6m
Cania Gorge, Minto QLD	2012	Hydroplay interactive toddlers playscape & waterslide.
Chermside Pool QLD	2011	New Atlas DE plant to Brisbane Council pool
Canterbury Bankstown F.C	2011	Recovery Centre for Bulldogs Belmore Oval Sydney HMAS
Creswell, Jervis Bay.	2011	Indoor 25m Myrtha Pool for Navy Base.
Cobar Shire Council NSW	2011	D&C waterslide and tower for town pool \$235K
Gladstone Aquatic Centre. QLD.	2011	Upgrade of pool plant and in-pool reticulation
Tewantin Splash Pad QLD	2011	Children's play pad for Sunshine Coast Regional Council
Australian Institute of Sport ACT	2011	Replacement of asbestos pool reticulation to old 50m Pool

**** Full list will be provided upon request.**

From: Chris Bowser [<mailto:chris@parkequip.com.au>]
Sent: Wednesday, 2 December 2015 11:38 AM
To: Brian Gillies
Cc: sales@dynamicplaygrounds.com.au
Subject: Waterplay

Hi Brian,

Attached is our brochure of Spray Parks.

Indicative pricing for turnkey systems as follows:

SP240-1 \$380,000 + GST
GL140-1 \$250,000 + GST
SP230-1 \$380,000 + GST
SP340-1 \$500,000 + GST
SP340-2 \$410,000 + GST
SP250-1 \$350,000 + GST
SP300-1 \$360,000 + GST
SP50-1 \$65,000 + GST (DRAIN TO WASTE)
SP150-1 \$300,000 + GST
SAC330-1 \$600,000 + GST
SACCUS-1 \$685,000 + GST
SAC700-1 \$700,000 + GST

Regards,

Chris

Chris Bowser P.Eng

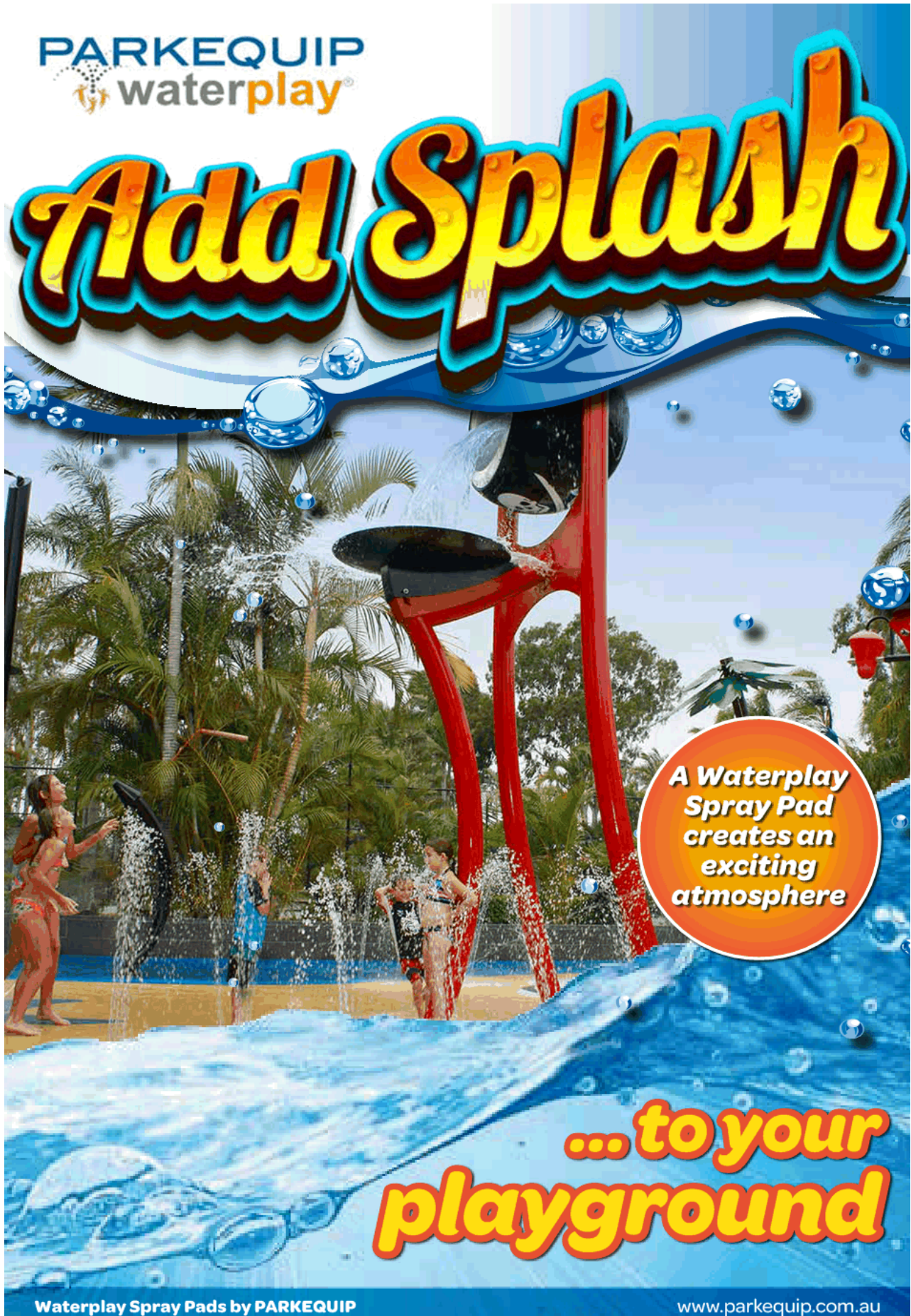
Waterplay Product Manager

Ph 02 9725 5604 **Fx** 02 9725 4420 **Em** chris@parkequip.com.au

Please visit our web site www.parkequip.com.au



This email and any attachments may be confidential and also privileged. If you are not the intended recipient, please notify the sender and delete all copies of this transmission immediately, along with any attachments. You should not copy or use it for any purpose, nor disclose its contents to any other person.

A vibrant brochure for Parkequip WaterPlay. The top features the Parkequip WaterPlay logo in blue and orange. Below it, the title 'Add Splash' is written in large, bubbly, yellow and orange letters with a blue outline. The background is a photograph of a water play area with a large red structure and several children playing. A circular orange callout bubble on the right contains the text 'A Waterplay Spray Pad creates an exciting atmosphere'. At the bottom right, the text '...to your playground' is written in large, bold, yellow and orange letters. The bottom of the brochure has a blue banner with the text 'Waterplay Spray Pads by PARKEQUIP' on the left and 'www.parkequip.com.au' on the right.

PARKEQUIP
waterplay®

Add Splash

A Waterplay Spray Pad creates an exciting atmosphere

...to your playground

Waterplay Spray Pads by PARKEQUIP

www.parkequip.com.au

A Waterplay Spray Pad creates a great atmosphere!



Nurragingy Reserve



Midlands Reserve



Pirrama Park



Blacktown Showground



Gladstone Splash Zone



Seville Park

Experience & Reputation Matter

PARKEQUIP PTY LTD, is the leading supplier of Waterplay water features worldwide. Based in Sydney, Australia, Parkequip has built a strong reputation over 15 years, for supplying and installing quality products for the Playground, Education, Recreation and Leisure sectors.

We believe that a happy customer is a repeat customer, and strive to ensure customer satisfaction and support.

Seeing the potential in water parks, Parkequip sought out Waterplay, the leading water feature manufacturer from Kelowna, Canada, and added their product line in 2006.

With Waterplay's reputation for designing and manufacturing quality products (ISO 14000), and Parkequip's local reputation for quality products and service, spray pad installations have taken off throughout the entire eastern seaboard of Australia.

Local Governments have seen the success of spray pads, in drawing the entire family back to public parks.

The Tourism Industry has seen the direct benefits to their bottom line, by drawing new repeat visitors back to their Resort and Holiday Parks.

Why choose a Spray Pad?

The concept of the Spray Pad is simple: provide a Zero-Depth surface that **eliminates the risk of drowning** with engaging water features for the whole family to enjoy.

The Waterplay Spray Pad is designed so that all water drains away and is recycled through a pool quality filtration system.

The water is stored in underground tanks so evaporation is kept to a minimum. The spray pad itself is user-activated, so that it only operates when occupied, and within the hours set by the owner.

Operational costs are reduced significantly compared to pool operation, by limiting the requirement for make-up water; by using energy efficient equipment; having programmable operating hours with user-activated sequencing; and, eliminating the need for lifeguards.

Bringing Families Back to the Playground

Parkequip's Waterplay Spray Pads, have been drawing families back to Public Parks and Reserves since 2006.

Kids love the variety of water features with the interaction of programmable sequencing.

Creating Toddler and Youth zones, allows kids of all ages to play on the same spray pad without unwanted interaction.

Parents love being able to relax while their kids of all ages play without the risk of drowning.

The water features suit all ages, so parents often join in shooting the water cannons or being soaked by the Mega Soaker.



PARKEQUIP'S Success in Other Industries



NRMA Treasure Island



BIG4 Adelaide Shores



Wet'n'Wild Sydney



BIG4 Marion

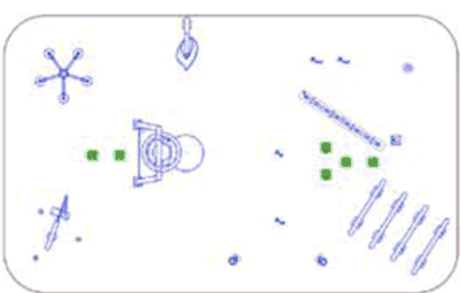







Box Hill Aqualink



NRMA Ocean Beach

Waterplay Spray Pads by PARKEQUIP

SP240-1
Area – 238m²

- Mega soaker
- Activator
- 8 Ground sprays
- 10 Standing features

GL140-1
Area – 140m²

- Activator
- 5 Grasslands ground sprays
- 5 Grasslands standing features

SP230-1
Area – 226m²

- Activator
- 10 Ground sprays
- 12 Standing features

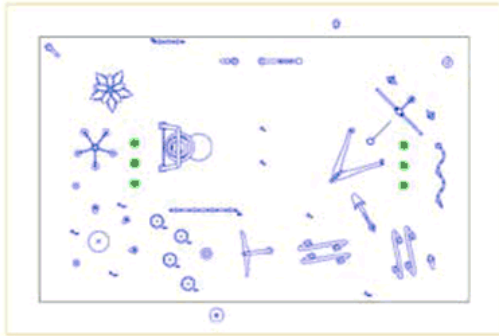
Item 2.1.1 - Attachment 3 - Parkequip WaterPlay Brochure - Attachment 3

3

City of Salisbury
 Works and Services Committee Agenda - 15 February 2016

Page 53

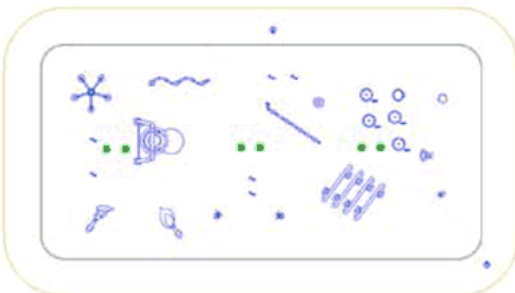
Waterplay Spray Pads by PARKEQUIP



SP340-1

Area – 338m²

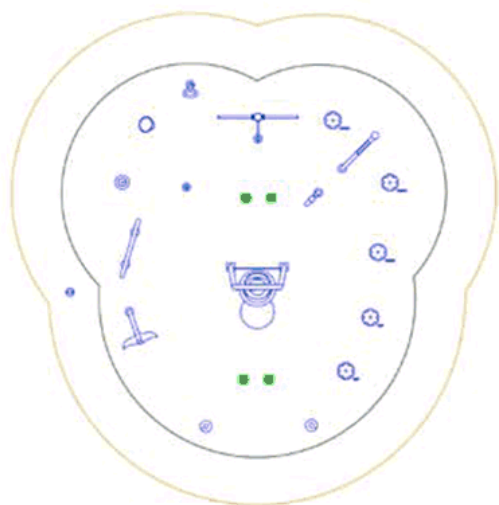
- Mega soaker
- 2 Activators
- 13 Ground sprays
- 23 Standing features



SP340-2

Area – 343m²

- Mega soaker
- 2 Activators
- 12 Ground sprays
- 14 Standing features

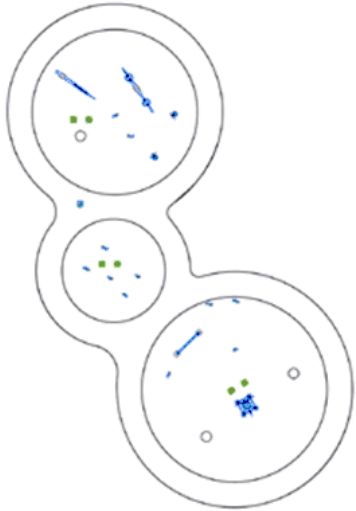


SP250-1

Area – 250m²

- Mega soaker
- Activator
- 5 Ground sprays
- 12 Standing features

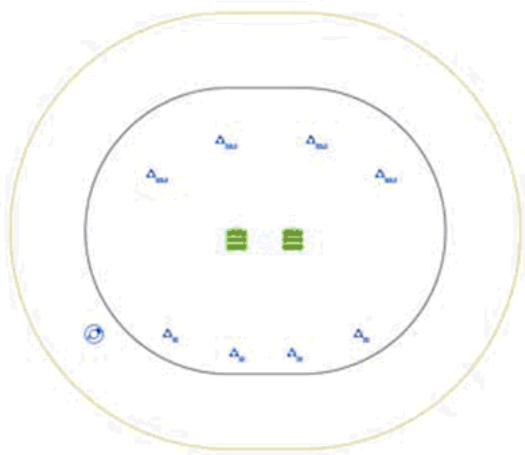
Waterplay Spray Pads by PARKEQUIP



SP300-1

Area – 300m²

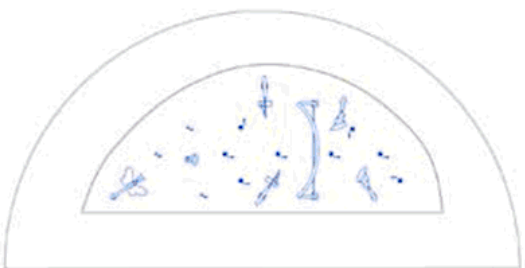
- Activator
- 14 Ground sprays
- 7 Standing features



SP50-1

Area – 50m²

- Activator
- 8 Ground sprays

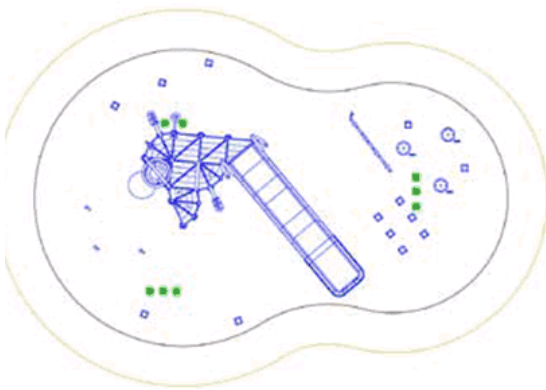


SP150-1

Area – 150m²

- Activator
- 3 Ground sprays
- 8 Luminaries
- 7 Standing features

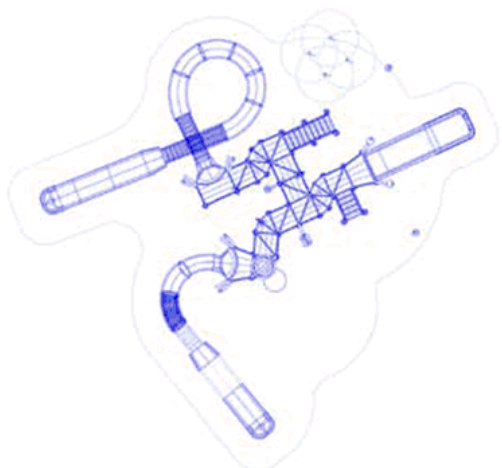
Waterplay Spray Pads by PARKEQUIP



SAC330-1

Area – 331m²

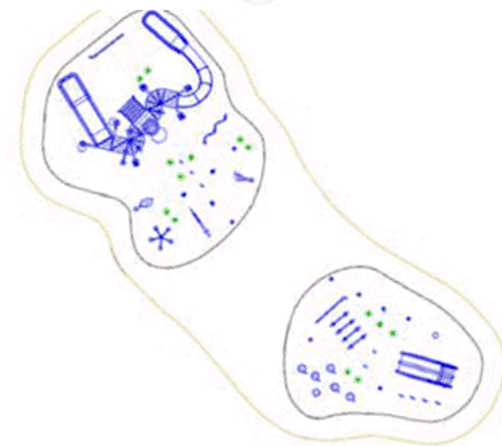
- Slide activity centre
- Activator
- 7 Ground sprays
- 10 Standing features



SACCUS-1

Area – 500m²

- Slide activity centre
- Activator
- 4 Ground sprays



SAC700-1

Area – 700m²

- Slide activity centre
- Toddler slide
- Activator
- 12 Ground sprays
- 20 Standing features

Parkequip Pty Ltd
Unit 2, 19 Tarlington Place
Smithfield NSW 2164
AUSTRALIA

Phone: 02 9725 5604
Fax: 02 9725 4420
Email: info@parkequip.com.au

Waterplay Spray Pads by PARKEQUIP

www.parkequip.com.au

ITEM	2.4.1		
	WORKS AND SERVICES COMMITTEE		
DATE	15 February 2016		
PREV REFS	Works and Services Committee	2.4.2	16 Nov 2015
HEADING	Tree Management Framework		
AUTHOR	Mark Purdie, Manager Parks & Landscape, City Infrastructure		
CITY PLAN LINKS	2.1 To have sustainable and resilient natural environments that support biodiversity and contribute to quality amenity 3.3 To have a city where a quality of life is achievable 1.2 To enhance and create quality urban areas with high amenity and integrated infrastructure		

SUMMARY

This report provides a review of the status of key documents relating to the management of trees under the care and control of Council which together comprise Council's tree management framework. It recommends the endorsement of a new tree management policy to replace the former tree maintenance policy and the endorsement of an updated tree removal procedure.

RECOMMENDATION

1. The information be received.
2. The Tree Management Policy as set out in Attachment 1 to this report (Item No 2.4.1 Works and Services Committee, 15/2/2016), be endorsed.
3. The revised and updated Tree Removal Procedure, as set out in Attachment 2 to this report (Item No 2.4.1 Works and Services Committee, 15/2/2016, be endorsed; with option 1, the Development Assessment Unit, as the preferred mechanism for processing requests to review tree removal decisions related to Regulated/Significant trees where removal is supported (Clause 2.7 of Tree Removal Procedure).
4. The previous Tree Maintenance Policy be discontinued.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. Tree Management Policy
2. Tree Removal Procedure
3. Previous Tree Removal Procedure showing changes

1. BACKGROUND

- 1.1 Trees in the urban environment under the care and control of Council provide a wide range of benefits for the community and may also present risks and nuisances, evoking a wide range of emotions and high levels of public interest in the management of trees.
- 1.2 Local Government authorities have legislative obligations with respect to the protection of trees, and responsibilities relating to damage or injury associated with the presence, failure or growth of trees.
- 1.3 An effective tree management framework provides strategic direction, guidance, and consistency in relation to the management of trees. Council's tree management framework comprises a range of documents, several of which have recently been reviewed providing an opportunity to redefine the tree management framework and update and endorse relevant plans, policies and procedures.
- 1.4 Workshops were held with Elected Members in March 2015 and September 2015 regarding the updating of Council's tree management framework. Feedback from these workshops has been incorporated into this report.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Technical Services
 - 2.1.2 Community Planning & Vitality
 - 2.1.3 Development Services
 - 2.1.4 Elected Member workshops March and September 2015
- 2.2 External
 - 2.2.1 Nil

3. REPORT

- 3.1 Figure 1 below provides an overview of the key documents that comprise Council's Tree Management Framework.

Figure 1 – Tree Management Framework



City Landscape Plan

- 3.2 The City Landscape Plan is the overarching strategic reference Plan for Parks and Landscape amenity functions, containing a broad spectrum of service area vision, objectives, and strategic guidance. The Plan is now dated in certain areas and is scheduled to be reviewed and updated in 2016/17.

Policy

- 3.3 The existing Tree Maintenance Policy (adopted August 2011 Council meeting) was developed to provide strategic statements and guidance for all tree management and maintenance considerations. A review of this policy has provided opportunity to enhance policy statements in a number of key areas. A new Tree Management Policy has been developed and is intended to replace the former Tree Maintenance Policy. This document contains clear objectives, lists relevant legislation and provides strategic statements of intent and guidance to all tree management considerations under the broad sections of:
- 3.3.1 Tree Planting
 - 3.3.2 Tree Protection
 - 3.3.3 Tree Removal
 - 3.3.4 Tree Asset Management
 - 3.3.5 Community Consultation and Engagement
 - 3.3.6 Risk Management
- 3.4 The new Tree Management Policy (Attachment 1) is intended to be a key strategic document that underpins all associated Tree Management Procedures that provide guidance to operational tree activities for trees under the care and control of Council. It also forms the foundation principles for the Street Tree Asset Management Plan.

Street Tree Asset Management Plan

- 3.5 Street trees often comprise a higher level of risk due to their closer proximity to pedestrians, vehicles, and dwellings. Street trees are treated as financial assets as well as community and environmental assets, and a significant amount of work has been undertaken to revise and update the previous Street Tree Asset Management Plan (2011). In particular, the updated Plan will provide a high level of strategic guidance in relation to the renewal of street trees and details specific objectives for streetscape environments. The new Street Tree Asset Management Plan forms part of the Asset Management Strategy which has recently undergone community consultation and was endorsed by Council in November 2015. A summary of key changes to the Plan include:
- 3.5.1 Increased funding to \$1.1M per annum for streetscape renewal to provide a 50 year replacement life cycle for street trees
 - 3.5.2 Targets developed (1,500 street trees to be renewed annually)
 - 3.5.3 Modified community engagement for streetscape renewal
 - 3.5.4 Revised criteria and process for prioritising streets and engaging with Elected Members
 - 3.5.5 Inclusion of urban forest principles and canopy diversity measures
 - 3.5.6 Master planning for precincts and main roads
 - 3.5.7 Improved alignment with road and footpath renewals

Tree Removal Procedure

- 3.6 A revised Tree Removal Procedure was adopted at the August 2011 Council Meeting following a full review of the tree removal process. The revised procedure aimed to address a number of issues discussed and raised in the former Tree Management Appeals Sub-Committee (TMAS), including empathy for aged residents, damage caused by tree roots, thinning of over planted verges and a consistent process for dealing with appeals.
- 3.7 The effectiveness of the revised Tree Removal Procedure adopted in 2011 was reviewed and reported to Council at the August 2012 meeting following 12 months of operation, where it was resolved to continue the application of the revised procedure based on the effectiveness and appropriate balance the procedure was delivering.
- 3.8 A summary of key statistics from the Tree Removal Committee is provided in Table 1 below, comparing periods prior to and following implementation of the revised procedure in 2011.

Table 1 – Tree Removal Committee Decisions

Item	2005-2010	2011-2014
Average number of applications	448	814
Average No. of Approvals	308	668
Average No. of Refusals	141	146
Average Approval Ratio	68%	83%

*Note – figures relate to number of applications not number of trees

- 3.9 As evident from Table 1, the average number of applications processed by the Tree Removal Committee (TRC) has increased under the revised tree removal procedure by some 366 applications per annum. Despite this large increase, the average number of applications refused has remained steady whilst the number of approvals for tree removal applications has increased by an average of 360 per annum. This has resulted in the removal approval ratio increasing from 68% under the previous procedure to 83% in its current form.
- 3.10 The review process for tree removal refusals (by TRC) where residents are particularly aggrieved has involved Senior Staff meeting with residents on-site, providing an opportunity to engage with the customer in an attempt to resolve the issues and concerns within the parameters of the procedure. Table 2 below summarises the number of review requests processed during the past three year period which has resulted in tree approval ratio of 52%.

Table 2 – Tree Reviews

Year	2012	2013	2014
Tree Removal Reviews	12	32	25

- 3.11 The current Tree Removal Procedure is delivering a robust framework for assessing tree removal requests in a consistent manner and is providing an appropriate balance between the benefits of trees and the potential nuisances they can create. A review has identified the opportunity to make some minor alterations to the procedure, primarily to improve clarity and service for customers and administrative effectiveness. Refer to Table 3 below for a summary of proposed changes. These are highlighted in yellow in the attached procedure.

Table 3 - Summary of Proposed Changes to Tree Removal Procedure

Item	Proposed Change	Reason / Benefit
Tree Removal Committee (Clause 1.3, 1.12 & 1.13)	Qualified Planner to attend TRC meetings for Regulated/Significant Trees applications. Preliminary planning assessment to be undertaken to assist TRC decision.	Administrative efficiency – more informed use of Development Application process.
Supporting Information for allegations of damage (Clause 1.9)	Requires applicant to provide some form of evidence to enable assessment where there are allegations of root damage to property or infrastructure. (Sewer report, Engineering report, exposing roots for inspection etc.)	Supporting information enables informed decisions to be made.
Tree Removal Criteria – genuine hardship (Clause 3.12)	Move from a criteria that is assessed and applied under Review, to be part of standard criteria to be assessed by TRC.	More efficient use of Review process; decisions can be made at first level assessment.
Review process for Regulated / Significant Trees	Options developed for processing Reviews for Regulated/Significant Trees that meet City of Salisbury criteria for removal but assessed as being unlikely to gain Development Approval. Refer to discussion below.	Refer to discussion below

- 3.12 During workshops with Elected Members in March and September 2015, there were several discussions on the process for dealing with removal requests relating to Regulated and Significant Trees as defined by the Development Act 1993 (as amended). In order to remove a Regulated/Significant Tree, two levels of approval are required – Council support (via delegation to TRC or Senior Staff) and Development Approval.
- 3.13 Where the TRC assesses a removal request relating to a Regulated/Significant Tree as meeting removal criteria under our Tree Removal Procedure (which applies different criteria to that applicable under the Development Act), a ‘Preliminary Planning Assessment’ will be undertaken by the Qualified Planner attending the meeting – if this assessment indicates a Development Application is likely to be approved, the TRC will support approval and a Development Application will be lodged and assessed against the provision of the City of Salisbury Development Plan. (Refer clauses 1.10 – 1.14 of Attachment 2 – Tree Removal Procedure).
- 3.14 Should the ‘Preliminary Planning Assessment’ conclude Development Application is unlikely; the TRC may refuse the approval request. This is an efficient and sound first level decision approach.

- 3.15 However, should the applicant be particularly aggrieved by this decision and request a review of the matter, three options are provided and discussed below for reviewing the Preliminary Planning Assessment. (Refer clause 2.7 of Attachment 2 – Tree Removal Procedure). Based on historical records, there are estimated to be less than 20 such cases per annum that would fit into this category.
- 3.16 It should be noted that all formal assessments for a development application to remove a Regulated or Significant Tree are required to be made against the same criteria under the Development Act. That is, whether an officer, the General Manager on the advice of the Development Assessment Unit (DAU), or Development Assessment Panel (DAP) are the decision maker under delegation from Council, the criteria guiding the decision is the same in each case.
- 3.17 Option 1 - (preferred) – Planning Assessment by Development Assessment Unit (DAU) through staff-lodged Development Application
- 3.17.1 Benefits – Administratively most efficient, provides a level of independent review by a person with higher delegations than reporting/planning officer, faster resolution times, has built in options to trigger referral to the DAP. Current DAU procedure also includes referral of matters considered by the DAU to Elected Members for information, providing awareness to Elected Members of applications that may be of interest.
- 3.17.2 Disadvantages – potential for delays in determination of an application awaiting consideration at a weekly DUA meeting in comparison to determination by an officer under delegation; staff time required to complete applications and associated reports.
- 3.18 Option 2 – Assessment by Development Application Panel (DAP) through staff-lodged Development Application
- 3.18.1 Benefits – A further layer of independent review, including by independent Panel Members external to Council.
- 3.18.2 Disadvantages – Administratively inefficient – higher level of reports and after hours staff attendance at DAP meetings, potential higher direct costs (if DAP required to convene just for a tree review cost would \$2,250 plus staff time); longer delays in decision making times, not a high likelihood of achieving a different outcome to Option 1 - given assessment is against exactly the same planning parameters.
- 3.19 Option 3 – Assessment of a resident-lodged Development Application
- 3.19.1 Benefits – Lodging by external party provides perceived separation from Council in triggering appeal processes and enables lobbying/support by Elected Members. This option is already available and can be exercised - is not required to be formally captured in the Tree Removal Process.
- 3.19.2 Disadvantages – Cost to resident of preparing/lodging an application; applicants may misunderstand process.

- 3.20 Taking into account the advantages and disadvantages of each option, the relatively low number of reviews relating to Regulated/Significant Trees (<20 per annum) and the very low likelihood of any particular option to generate a substantially different outcome, Option 1 is the preferred and recommended approach.

Tree Management Procedure

- 3.21 Tree Management Procedures have been developed in accordance with the overarching Tree Management Policy and are operational in content providing guidance for staff in delivering tree services and day to day work practices.

4. CONCLUSION / PROPOSAL

- 4.1 Revision of a number of key documents has provided an opportunity to redefine Council's Tree Management Framework and update and improve relevant Plans, Policies and Procedures to ensure an integrated and endorsed approach to the management of Council trees.

CO-ORDINATION

Officer: Executive Group
Date: 08/02/2016



Tree Management Policy

Policy Type:	Policy		
Approved By:	Council	Decision No:	
Approval Date:	23 November 2015	Last Reapproval Date:	
Review Date:	23 November 2017	Internal Reference No.:	
Department:	City Infrastructure	Division:	Parks & Landscape
Function:	14 - Infrastructure	Responsible Officer:	Manager, Parks & Landscape

A – PREAMBLE

1. The City of Salisbury acknowledges that trees form an integral part of the landscape and public domain within the City of Salisbury providing a wide range of social, cultural, functional and environmental benefits for the City and wider community.
2. Trees within urban environments can also present a level of risk and can be an emotive issue for communities, with conflict commonly occurring when trees contribute to infrastructure damage. Trees can also be perceived as creating nuisance in urban environments.
3. The City of Salisbury has sole responsibility for the development and management of the City's landscapes. All vegetation planted on land owned or controlled by the Council is the responsibility of the Council.
4. Local Government authorities have legislative obligations with respect to the protection of trees, and responsibilities relating to damage or injury associated with the presence, failure or growth of trees.

B - SCOPE

1. This policy provides strategic direction and guidance in relation to the management of trees under the care, control and management of Council.
2. This Tree Management Policy is one of a suite of documents used to manage trees in the City of Salisbury and should be read in conjunction with related plans, policies and procedures. Refer to Section H for a list of associated documents that form part of the City of Salisbury's Tree Management Framework.

C – POLICY PURPOSE/OBJECTIVES

1. To provide strategic directions and guiding principles that form the foundation of Council's Tree Management Framework to enable clarity and consistency in the management of Salisbury's urban forest.
2. To broaden the emphasis of urban tree management to include urban forestry principles whereby trees are viewed and managed as a collected asset.
3. To ensure that trees on roads, community land and other landscape areas are planted and maintained in a consistent and reasonable manner underpinned by risk management principles, in accordance with relevant legislation, and in conjunction with resources that are made available.
4. To ensure alignment of tree management strategies and practices with Council's strategic directions and other related policies, plans and strategies.
5. To reinforce the City of Salisbury's commitment to the sustainable management of the urban forest through recognition that the urban forest is an intergenerational asset that needs to be managed and enhanced to preserve its value to the community now and in the future.
6. To strike an appropriate balance between the benefits and positive values of trees and the potential risks and nuisances they can create.
7. To increase awareness and educate the community, developers and Council staff on the value of trees in the urban environment.
8. To ensure trees are managed to meet legislative requirements.

D - DEFINITIONS

1. **Tree** – long lived woody perennial plant greater than (or usually greater than) 4 metres in height at maturity, with one or relatively few main erect stems or trunks.
2. **Urban Forest** – is defined as all trees growing throughout the City of Salisbury area; irrespective of origin (native/exotic), location (streets, reserves, schools) or ownership and control (public & private).

The Urban Forest comprises the cumulative benefits of the entire tree population across the City of Salisbury area and can be described as the management of trees in an urban environment to maximise the benefits that trees provide to the community.

3. **Landmark Tree Register** – a list of trees significant to the City of Salisbury due to their environmental, cultural, historical or social attributes.
4. **Arborist** – a person with formalised training to a minimum AQF Level 3 in Arboriculture.
5. **Regulated/Significant Trees** – as defined in the Development Act 1993.

E - POLICY STATEMENT

Tree Planting

1. Planting and Establishment Procedures will be utilised that will detail technical specifications, installation techniques and items to be considered and/or assessed when undertaking tree planting and establishment activities. All tree planting will be undertaken in accordance with such Procedures.
2. A variety of tree species will be used to maintain an urban forest to; reinforce/strengthen precinct identity, attract a diverse array of wildlife, create visual interest and improve the amenity of the public realm, provide a tree canopy that is diverse, robust and resilient.
3. An approved planting list will be maintained as part of Council's Tree Management Framework; comprising reserve and street tree planting lists. The following criteria shall be used in selecting species for inclusion to the planting list:
 - Site suitability (including potential impacts to infrastructure)
 - Aesthetic, functional and biological attributes
 - Performance
 - Maintenance requirements
 - Longevity
 - Stock availability
 - Tolerance to low water environments

Tree Protection

4. Trees that contribute to the environmental, cultural, historical and social character of the City are to be placed on a Landmark Tree Register. The protection and retention of these trees will be given high priority where their retention is considered worthy.
5. The protection of Council trees will be given high priority in all aspects of the City's operations and maintenance activities.
6. Proposed developments should consider the impacts on trees. Proponents of developments should explore options for the retention of trees as part of development considerations.
7. Development applications will include all necessary information to allow full assessment of potential impacts on trees to be retained and an appropriate standard and space for planting new trees.
8. Trees that are to be retained will be protected from construction works and other activities/events that threaten tree health and stability. The Australian Standard (AS4970) will be used to achieve consistency in tree protection requirements.
9. Where there is evidence of unauthorised poisoning, pruning, or tree removal, the matter will be investigated and appropriate action undertaken in accordance with Council's Enforcement Policy and relevant legislation or civil action.

Tree Removal

10. The removal of trees under certain circumstances is a relevant tree management tool in mitigating risks and ensuring an appropriate balance between the benefits and nuisances of trees in the urban environment.
11. A Tree Removal Procedure will detail the criteria and process by which tree removal requests are to be considered.

Tree Asset Management

12. The City of Salisbury recognises that trees are a valuable community asset and play an important role in contributing to the amenity, character and liveability of our city.
13. The City of Salisbury is committed to maintain a functional and sustainable urban forest that enhances the character and amenity of the City.
14. The City of Salisbury will develop and implement practices that seek to effectively maintain and enhance the quality of the City's urban forest in accordance with the following specific objectives:
 - a. Minimising risks and nuisances to the community
 - b. Maximising the benefits of trees and their life expectancy
 - c. Improved degree of tree diversity (target maximum 40% of any family, 30% of any genus, 15% of any species) for resilience and robustness
 - d. Improved spread of age classes to minimise large number of trees senescing within close timeframes
 - e. Maintenance of existing levels of tree canopy cover
 - f. Tolerance to low water environments
 - g. Improved colour, form and habit of streetscape plantings
 - h. Protection and enhancement of biodiversity outcomes
15. The City of Salisbury is committed to renewing its street tree population and will develop and maintain a Street Tree Asset Management Plan that will include:
 - a. Clear vision and objectives particular to streetscapes that are aligned with the City's strategic directions and objectives.
 - b. Renewal strategies and actions incorporating funding levels and life cycles, planning processes, service levels, community consultation, targets for quantity of trees to be replaced, criteria and methods for prioritising streets and tree removal criteria specific to the street tree renewal program.
16. Trees on Council reserves will be renewed through a range of practices including but not limited to the annual tree planting program, reserve upgrade projects, community planting initiatives and other capital work projects.

17. The City of Salisbury will undertake a range of proactive and reactive tree services to maintain the health and structure of trees and address risks and nuisances to the community. Tree Management Procedures will be utilised to guide Council's tree maintenance operations and activities to provide clear guidance in decision making and record keeping processes.
18. The extent of tree maintenance operations will be determined by the level of funding and allocation of resources for managing trees and will be monitored and reported to Council if service level changes are required. Priorities will be based on the level of risk to minimise the potential for harm caused by trees.
19. The Development Act 1993 (as amended) defines parameters under which trees may qualify as Regulated or Significant Trees and stipulates certain activities affecting such trees require Development Approval. Significant/Regulated trees will be managed in accordance with relevant legislation and the City of Salisbury Development Plan which contains the principles of development control.

Community Consultation and Engagement

20. The City of Salisbury will inform and consult with the community about tree removals and major tree projects in accordance with Council's community engagement strategy.
21. The City of Salisbury will increase community knowledge about the benefits of trees and the urban forest through the provision of accurate information that is intentionally marketed to staff, key stakeholders and the community.
22. The City of Salisbury will encourage community involvement in tree planting activities.
23. The City of Salisbury will meet statutory community consultation and engagement requirements relating to Regulated and Significant Trees.

Risk Management

24. The City of Salisbury is committed to a systematic approach to tree risk management and will undertake regular tree safety inspections by a suitably qualified Arborist to identify and manage potential tree hazards.
25. Tree Risk Management Procedures will be utilised to guide the analysis of tree risks and the development and implementation of proactive tree inspection and maintenance plans.

F - LEGISLATION

1. Local Government Act 1999
2. Development Act 1993
3. Commonwealth Environmental Protection and Biodiversity Conservation Act 1999
4. Natural Resource Management Act 2004
5. Environment Protection Act 1993

6. Electricity Act 1996
7. Heritage Places Act 1993
8. Road Traffic Act 1961
9. Native Vegetation Act 1991
10. Aboriginal Heritage Act 1988
11. Water Industry Act 2012

G - REFERENCES

1. Tree Management 'Risk Management Guidelines for Local Government', Local Government Mutual Liability Scheme, 2013.

H - ASSOCIATED PROCEDURES

1. Landscape Design Policy
2. City Landscape Plan
3. Street Tree Asset Management Plan
4. Tree Management Procedures
5. Tree Removal Procedure

Document Control

Document ID	Tree Management Policy
Prepared by	Mark Purdie
Release	1.00
Document Status	Draft for Approval
Date Printed	10/02/2016



Tree Removal Procedure

Procedure Type:	Procedure		
Approved By:	23 November 2015	Decision No:	
Approval Date:	23 November 2017	Last Reapproval Date:	
Review Date:		Internal Reference No.:	
Department:	City Infrastructure	Division:	Parks & Landscape
Function:	14 - Infrastructure	Responsible Officer:	Manager, Parks & Landscape

A - PREAMBLE

1. Trees form an integral part of the landscape and public domain within the City of Salisbury providing a wide range of social, cultural, functional and environmental benefits for the City and wider community.
2. Trees within urban environments may also present a level of risk and can be an emotive issue for communities, with conflict commonly occurring when trees contribute to public and private infrastructure damage. Trees may also be perceived as creating nuisance in urban environments.
3. Tree management in the urban environment seeks to achieve a balance of minimising risks and nuisances, whilst maximising benefits to ensure the best community outcome.
4. The removal of trees under certain circumstances is a relevant tree management tool in mitigating risks and ensuring an appropriate balance between the benefits and nuisances of trees in the urban environment.

B – SCOPE

1. This Procedure relates to the removal of trees under the care, control and management of the City of Salisbury and has been developed in accordance with the adopted Tree Management Policy.
2. This Procedure details the assessment criteria and process for considering and dealing with tree removal requests.

C - PROCEDURE PURPOSE/OBJECTIVES

1. Outline the principles and defines the criteria that are considered in determining the removal of trees under the care, control and management of the City of Salisbury.
2. Provide a clear process and a consistent, robust decision making framework for assessing and processing tree removals.
3. Strike an appropriate balance between the benefits of trees, the risk they may present, and the potential nuisance they can create.
4. This procedure focuses on reactive responses to tree removal requests. Council's Street Tree Asset Management Plan and associated Streetscape Renewal Program are designed for programmed removal and replacement of street trees and specific tree removal criteria may apply to this program.
5. To ensure trees are removed in accordance with legislative requirements.

D - DEFINITIONS

1. **Tree** – long lived woody perennial plant greater than (or usually greater than) 4 metres in height at maturity with one or relatively few main erect stems or trunks.
2. **Regulated/Significant Tree** - As Defined in the Development Act 1993.

E - PROCEDURE STATEMENT**1. Tree Removal Process**

- 1.1. All requests to remove a living, Council controlled tree must be in writing describing the reasons why the tree is requested to be removed.
- 1.2. All written tree removal requests are to be assessed by the Tree Removal Committee (TRC).
- 1.3. The TRC will comprise three (3) Council staff with expertise in Landscape Design and Arboriculture. A qualified Planner will also attend TRC meetings when Regulated/Significant trees are to be assessed for removal. The Manager Parks & Landscape and the General Manager City Infrastructure shall not participate in the TRC; these staff provide independent oversight of the review process as detailed in Section E2.
- 1.4. The TRC will consider each tree removal request individually on its merits and will determine the most appropriate action required.
- 1.5. The TRC may approve or support (in the case of Regulated/Significant Trees) the removal of a tree if one or more of the Tree Removal Criteria as listed in Section E3 can be satisfied.

- 1.6. Each application assessed and processed by the TRC will be categorised as either: approved for removal; supported for removal (Regulated/Significant Trees); removal refused; or decision deferred to enable further information to be gathered to complete the assessment.
- 1.7. A written response will be sent to the applicant detailing the decision of the TRC and as appropriate; any cost to be paid, list of removal criteria and the option for a review of the TRC decision.
- 1.8. The minutes of each TRC meeting will be circulated to Elected Members.

Supporting Information

- 1.9. Where an applicant believes that a tree or its roots are the direct cause of damage to private infrastructure, the applicant may be required to provide some form of evidence to enable the tree removal request to be assessed. This may involve the claimant exposing roots to enable inspection, or providing independent engineering assessment.

Regulated/Significant Trees

- 1.10. The Development Act 1993 (as amended) defines parameters under which trees may qualify as Regulated or Significant Trees under this legislation.
- 1.11. The Development Act 1993 (as amended) defines certain activity, such as tree removal, that affects a Regulated or Significant Tree as development, and such activity requires Development Approval.
- 1.12. Where a Regulated or Significant Tree removal request is received, a qualified Planner will attend the TRC meeting. The tree removal request will be assessed under the Tree Removal Criteria as listed in Section E3. If the one or more of these criteria are met and the TRC assesses the removal request as supported, a further preliminary assessment will be made against the criteria for Regulated/Significant Trees in accordance with the City of Salisbury Development Plan and the Development Act 1993.
- 1.13. Should the preliminary Planning Assessment conclude that Development Approval is likely; the TRC may support the removal and arrange for a Development Application to be lodged. The Development Application will then be assessed against the provisions of the City of Salisbury Development Plan.
- 1.14. Where the preliminary Planning Assessment concludes that Development Approval is not likely, the TRC may refuse the tree removal request.

2. Tree Removal Decision Review Process

- 2.1 Where a request for a tree to be removed has not been supported by the TRC and the applicant is particularly aggrieved by the decision, the applicant may request a review of that decision.

- 2.2 All requests for a Tree Removal Review must be in writing, within 2 months of the TRC decision, detailing why they believe the decision was incorrect.
- 2.3 A Tree Removal Review will be undertaken by the Manager Parks & Landscape and/or the General Manager City Infrastructure. The Review shall include:
- Examination of the original TRC decision and the application of Tree Removal Criteria
 - Assessment to determine that all reasonable actions have been considered to reduce the impact the tree is having on any neighbouring properties or persons
 - Determination if further information or investigations are required to enable assessment
- 2.4 As part of a Tree Removal Review, removal of a tree may be considered outside of the Tree Removal Criteria where there are unique circumstances. These will be assessed on a case by case basis and may require the resident to pay a set fee (as per Section E4) for the removal of the tree.
- 2.5 A written response will be sent to the applicant detailing the decision of the Tree Removal Review and where appropriate; any cost to be paid.
- 2.6 All Tree Removal Review decisions will be circulated to Elected Members.

Regulated/Significant Trees

- 2.7 Where an applicant is particularly aggrieved with the decision not to remove a Regulated or Significant tree, the applicant may request a review of that decision. If as part of the Review it is concluded the removal request meets the tree removal criteria (E3), a Development Application may be lodged for removal of the tree and the application will be assessed against the provisions of the City of Salisbury Development Plan.

3. Tree Removal Criteria

Removal of a tree could be warranted if one or more of the following criteria are met:

- 3.1 The tree is in an unsuitable location and is unreasonably obstructing approved infrastructure or traffic sight lines.
- 3.2 The tree is inconsistent with the landscape style or character of the local area and/or does not contribute substantially to the landscape or streetscape.
- 3.3 The spacing of trees planted on a standard width verge is inconsistent with the "Street Tree Planting Guide" for that species of tree.
- 3.4 The tree is diseased and/or has a short life expectancy or is dead and has no significant landscape or habitat value.
- 3.5 The tree is structurally poor and/or poses an unacceptable risk to public or private safety and/or has a history of major limb failure.
- 3.6 The trees roots are shown to be causing or threatening to cause damage exceeding two thousand dollars to adjacent infrastructure.
- 3.7 The trees roots have resulted in damage to Council's kerb or footpath that has required replacement or substantial repair works on more than one occasion within a 5 year period

- 3.8 The tree is in the location of a first single driveway of a property (sub-division excluded).
- 3.9 The tree is in the location of an approved Council development.
- 3.10 The tree has been assessed for removal as part of the “Streetscape or Landscape Redevelopment/Renewal Programme”.
- 3.11 The tree, according to a medical specialist or GP, has been determined to be the cause of a detrimental effect on the physical health of a nearby resident. Such advice must be in writing.

3.12 Genuine Hardship

- a. The person/resident is receiving HACC or a community care service and;
- b. The person/resident does not have the functional ability to relieve the nuisance caused by the tree or;
- c. The person/resident is aged or frail and has moderate, severe or profound disabilities which prevent them from relieving the nuisance caused by the tree; or
- d. The person/resident is a carer that resides with a person that meets the above criteria

4. Cost Recovery for Tree Removals – including Development Purposes

- 4.1 Requests to have a tree removed to enable some development by a property owner or developer, such as the construction of a second driveway, are common. Where it is possible and practical, staff may request that some modification to the proposed works, such as re-alignment of the driveway, be made in order to retain a tree. Where tree removal is necessary for development or where there are special circumstances and the removal request does not conform to the tree removal criteria, tree removal may be approved on payment of a set fee.
- 4.2 The set fee payable will be calculated in accordance with the following:
 - Physical cost of the tree and stump removal at Council contract rates.
 - Councils set cost to plant and establish a new tree.
 - Administration cost to cover administrative, inspection and accounting costs inherent in any tree removal.

And in the case of Regulated or Significant Trees additional costs related to;

- Cost to lodge a Development Application with the appropriate planning authority.
 - Cost for an independent Arborist report (if required).
- 4.3 Where it is not possible, or in the opinion of staff not appropriate, to replant a tree at the same site, the fee will assist in planting a tree elsewhere within the city.

5. Petitions

- 5.1 Where the residents of a street petition Council to have the entire street of trees replaced, (outside of the existing ‘Streetscape Renewal Programme’) Council may consider the petition if;
 - The petition is in writing in the correct petition format and
 - All residents of the street have signed the petition and

- All residents of the street will meet all costs for the administration, removal, planting and establishment of new trees.
- Replanting must be in accordance with the City Landscape Plan, Street Tree Asset Management Plan and Streetscape Renewal Program.

- 5.2 If these requirements are not met, individuals may request the removal of trees which will be assessed on an individual basis in accordance with the Tree Removal Criteria and standard tree removal process.

6. Unauthorised Removal Or Damage To Council Trees

- 6.1 Where a Council tree is removed or vandalised without Council authorisation, Council will seek to recover costs from the person(s) responsible. Cost to be recovered of a vandalised or illegally removed tree will include; cost of tree removal, including stump removal, replanting, establishment and administration costs and the amenity value of the tree using the McAlliser system for attributing a monetary value to an amenity tree.
- 6.2 Where a Council tree is maliciously interfered with or poisoned etc. leading to the disfigurement and/or death, the tree will be retained and managed appropriately until the person(s) responsible are prosecuted, the fee has been paid or a replacement tree is established. Where a person admits to interfering with a Council tree, Council will seek to recover costs from the person(s) responsible. Cost to be recovered will include; cost of tree removal, including stump removal, replanting, establishment and administration costs and the amenity value of the tree using the McAlliser system for attributing a monetary value to an amenity tree.

F - LEGISLATION

1. Local Government Act 1999
2. Development Act 1993
3. Commonwealth Environmental Protection and Biodiversity Conservation Act 1999
4. Natural Resource Management Act 2004
5. Environment Protection Act 1993
6. Electricity Act 1996
7. Heritage Places Act 1997
8. Road Traffic Act 1961
9. Native Vegetation Act 1991
10. Aboriginal Heritage Act 1988
11. Water Industry Act 2012

G - ASSOCIATED PROCEDURES

1. Tree Management Policy
2. Landscape Design Policy
3. City Landscape Plan
4. Street Tree Asset Management Plan
5. Tree Management Procedures



Tree Removal Procedure

Procedure Type:	Procedure		
Approved By:	23 November 2015	Decision No:	
Approval Date:	23 November 2017	Last Reapproval Date:	
Review Date:		Internal Reference No.:	
Department:	City Infrastructure	Division:	Parks & Landscape
Function:	14 - Infrastructure	Responsible Officer:	Manager, Parks & Landscape

A - PREAMBLE

1. Trees form an integral part of the landscape and public domain within the City of Salisbury ~~providing. Trees provide~~ a wide range of social, cultural, environmental, functional and environmental, ecological benefits for the City and ~~the wider community. They grow to develop cultural, economic and aesthetic outcomes and can transform the character of the whole of the City.~~
 2. Trees within urban environments may also present a level of risk and can be anvery emotive issue for communities, with conflict commonly occurring when strong views being expressed by residents for and against trees contribute for a variety of reasons. ~~It was therefore considered necessary to public and private infrastructure damage. Trees may also be perceived as creating nuisance in urban environments.~~
 3. Tree management in the urban environment seeks to achieve a balance of minimising risks and nuisances, whilst maximising benefits to ensure the best community outcome.
 - 2.4. ~~The have a consistent approach when dealing with~~ removal of trees under certain circumstances is a relevant tree management tool in mitigating risks and ensuring an appropriate balance between the benefits and nuisances of trees in the urban environment requests.
- ~~Council will take all reasonable actions to preserve Council trees.~~

B - SCOPE

1. This Procedure relates to the removal of trees under the care, control and management ofway in which the City of Salisbury deals with tree removal requests for Council owned and

~~managed trees~~ and has been developed in accordance with the adopted Tree ~~Management~~Maintenance Policy.

2. This Procedure details the assessment criteria and process for considering and dealing with to be used when processing tree removal requests.

~~This procedure applies to City of Salisbury staff, Elected Members, contractors and service authorities working on or near Council owned and/or controlled trees.~~

C - PROCEDURE PURPOSE/OBJECTIVES

~~The objective of this procedure is to:~~

- ~~Ensure consistent application of tree removal procedures by Council.~~
1. Outline the principles and defines the criteria that are considered in determining~~determine~~ the removal of trees on lands in the ownership or under the Council's care, and control and management of the City of Salisbury.
 2. Provide a clear~~Outline the~~ process and a consistent, robust decision making framework for assessing and processing tree removals~~removal requests.~~
 3. Strike an appropriate~~a~~ balance between the benefits of trees, the risk they may present, and the potential nuisance they can create for property owners.
 4. This procedure focuses on reactive responses to tree removal requests. Council's Street Tree Asset Management Plan and associated Streetscape Renewal Program are~~streetscape renewal program is~~ designed for programmed removal and replacement of street trees and specific tree removal criteria may apply to this program.
 - 4.5. To ensure trees are removed in accordance with legislative requirements~~long term asset renewal. This procedure supports and compliments the streetscape renewal policy.~~

D - DEFINITIONS

~~Tree – long~~

1. Long lived woody perennial plant greater than (or usually greater than) 43 metres in height at maturity with one or relatively few main erect stems or trunks.

~~Amenity Trees~~

~~Trees with recreational, functional, environmental, ecological, social, health or aesthetic value rather than for production purposes.~~

~~Regulated/Significant Tree -~~

2. As Defined in the Development Act 1993.

E - PROCEDURE STATEMENT

1. Tree Removal Process Committee

- 1.1. All requests to remove a living, Council controlled tree must be in writing describing the reasons why the tree is requested to be removed.
- 1.2. All written tree removal requests are to be assessed by the Tree Removal Committee (TRC).
- 1.3. ~~The TRC will comprise three (3) be formed from~~ Council staff with expertise in Landscape Design and Arboriculture. A qualified Planner will also attend TRC meetings when Regulated/Significant trees are to be assessed for removal. The Manager Parks & Landscape and the General Manager City Infrastructure shall not participate in the TRC; these staff provide independent oversight of the review process as detailed in Section E2.
- ~~1.1.1.4.~~ 1.4. The TRC will consider each tree removal request individually on its merits and will determine the most appropriate action required. ~~based on the following Tree Removal Assessment Criteria Guidelines:~~
- 1.5. The TRC may approve or support (in the case of Regulated/Significant Trees) the removal of a tree if one or more of the Tree Removal Criteria as listed in Section E3 can be satisfied.
- 1.6. Each application assessed and processed by the TRC will be categorised as either: approved for removal; supported for removal (Regulated/Significant Trees); removal refused; or decision deferred to enable further information to be gathered to complete the assessment.
- 1.7. A written response will be sent to the applicant detailing the decision of the TRC and as appropriate; any cost to be paid, list of removal criteria and the option for a review of the TRC decision.
- 1.8. The minutes of each TRC meeting will be circulated to Elected Members.

Supporting Information

- 1.9. Where an applicant believes that a tree or its roots are the direct cause of damage to private infrastructure, the applicant may be required to provide some form of evidence to enable the tree removal request to be assessed. This may involve the claimant exposing roots to enable inspection, or providing independent engineering assessment.

Regulated/Significant Trees

- 1.10. The Development Act 1993 (as amended) defines parameters under which trees may qualify as Regulated or Significant Trees under this legislation.
- 1.11. The Development Act 1993 (as amended) defines certain activity, such as tree removal, that affects a Regulated or Significant Tree as development, and such activity requires Development Approval.

1.12. Where a Regulated or Significant Tree removal request is received, a qualified Planner will attend the TRC meeting. The tree removal request will be assessed under the Tree Removal Criteria as listed in Section E3. If the one or more of these criteria are met and the TRC assesses the removal request as supported, a further preliminary assessment will be made against the criteria for Regulated/Significant Trees in accordance with the City of Salisbury Development Plan and the Development Act 1993.

1.13. Should the preliminary Planning Assessment conclude that Development Approval is likely; the TRC may support the removal and arrange for a Development Application to be lodged. The Development Application will then be assessed against the provisions of the City of Salisbury Development Plan.

1.14. Where the preliminary Planning Assessment concludes that Development Approval is not likely, the TRC may refuse the tree removal request.

2. Tree Removal Decision Review Process

2.1 Where a request for a tree to be removed has not been supported by the TRC and the applicant is particularly aggrieved by the decision, the applicant may request a review of that decision.

2.2 All requests for a Tree Removal Review must be in writing, within 2 months of the TRC decision, detailing why they believe the decision was incorrect.

2.3 A Tree Removal Review will be undertaken by the Manager Parks & Landscape and/or the General Manager City Infrastructure. The Review shall include:

- Examination of the original TRC decision and the application of Tree Removal Criteria
- Assessment to determine that all reasonable actions have been considered to reduce the impact the tree is having on any neighbouring properties or persons
- Determination if further information or investigations are required to enable assessment

2.4 As part of a Tree Removal Review, removal of a tree may be considered outside of the Tree Removal Criteria where there are unique circumstances. These will be assessed on a case by case basis and may require the resident to pay a set fee (as per Section E4) for the removal of the tree.

2.5 A written response will be sent to the applicant detailing the decision of the Tree Removal Review and where appropriate; any cost to be paid.

2.6 All Tree Removal Review decisions will be circulated to Elected Members.

Regulated/Significant Trees

2.7 Where an applicant is particularly aggrieved with the decision not to remove a Regulated or Significant tree, the applicant may request a review of that decision. If as part of the Review it is concluded the removal request meets the tree removal criteria (E3), a Development Application may be lodged for removal of the tree and the application will be assessed against the provisions of the City of Salisbury Development Plan.

3. Tree Removal Criteria

Removal of a tree could be warranted if one or more of the following criteria are met:

- 3.1 The tree is in an unsuitable location and is unreasonably obstructing approved infrastructure or traffic sight lines.
- 3.2 The tree is inconsistent with the landscape style or character of the local area and/or does not contribute substantially to the landscape or streetscape.
- 3.3 The spacing of trees planted on a standard width verge is inconsistent with the "Street Tree Planting Guide" for that species of tree, in accordance with the Streetscape Renewal Policy.
- 3.4 The tree is diseased and/or has a short life expectancy or is dead and has no significant landscape or habitat value.
- 3.5 The tree is structurally poor and/or poses an unacceptable risk to public or private safety and/or has a history of major limb failure.
- 3.6 The trees roots are shown to be causing or threatening to cause damage exceeding two thousand dollars to adjacent infrastructure.
- 3.7 The trees roots have resulted in damage to Council's kerb or footpath that has required replacement or substantial repair works on more than one occasion within a 5 year period.
- 3.8 The tree is in the location of a first single driveway of a property (sub-division excluded).
- 3.9 The tree is in the location of an approved Council development.
- 3.10 The tree has been assessed for removal as part of the "Streetscape or Landscape Redevelopment/Renewal Programme".
- 3.11 The tree, according to a medical specialist or GP, has been determined to be the cause of a detrimental effect/affect on the physical health of a nearby resident. Such advice must be in writing.

~~1.2.1.1. Note – leaf, bark, seeds, fruit or minor branch drop are considered part of the natural environment and are not criteria for tree removal.~~

~~1.3.1.1. The minutes of the TRC meeting will be circulated to all Elected Members in the Bulletin.~~

~~A written response will be sent to the person making the tree removal request detailing the decision of the TRC and as appropriate; any cost to be paid, list of removal criteria and the review procedure.~~

3.12 Genuine Hardship

- a. The person/resident is receiving HACC or a community care service and;
- b. The person/resident does not have the functional ability to relieve the nuisance caused by the tree or;
- c. The person/resident is aged or frail and has moderate, severe or profound disabilities which prevent them from relieving the nuisance caused by the tree; or
- d. The person/resident is a carer of a person that meets the above criteria.

2.4. Cost Recovery for Tree Removals – ~~including for~~ Development Purposes

~~2.14.1~~ Requests to have a tree removed to enable some development by ~~a~~the property owner or developer, such as the construction of a second driveway, are common. Where it is possible and practical, staff may request that some modification to the proposed works, such as re-alignment of the driveway, be made in order to retain ~~the~~the tree. Where ~~the~~the tree removal is necessary for development or where there are special circumstances and the removal request ~~but~~ does not conform to~~with~~ the tree removal criteria, tree removal~~the TRC may be approved~~give approval on payment of a set fee, ~~recoverable from the property owner or such person making the request and replanting of a replacement tree (of the same or similar appropriate species).~~

~~2.24.2~~ The set fee payable will be calculated in accordance with the following:

- Physical cost of the tree and stump removal at Council contract rates.
- Councils set cost to plant and establish a new tree.
- Administration cost to cover administrative, inspection and accounting costs inherent in any tree removal.

And in the case of Regulated or Significant Trees additional costs related to;

- Cost to lodge a Development Application with the appropriate planning authority.
- Cost for an independent Arborist report (if required).

~~2.34.3~~ Where it is not possible, or in the opinion of staff not appropriate, to replant a tree at the same site, the fee will assist in planting a tree elsewhere within the city.

Regulated/Significant Trees

~~Where the TRC supports the removal of a tree that qualifies as a "Significant or Regulated Tree," in accordance with the Development Act 1993, a Development Application must be lodged. The tree will then be assessed by the Development Control Unit (DCU) according to the City of Salisbury Development Plan.~~

3. Tree Management Reviews

~~Where a request for a tree to be removed has not been supported by the TRC and the person making an application is particularly aggrieved by the decision they may request a review of that decision. All requests of a Review must be in writing, within 2 months of the decision, detailing why they believe the decision was incorrect.~~

~~A Review will be assessed by Senior staff to determine that all reasonable actions have been considered to reduce the impact the tree is having on any neighbouring properties or persons. A review may consider a tree removal on the following grounds:~~

3.123.1 Genuine Hardship

- ~~a. The person/resident is receiving HACC or a community care service and;~~
- ~~b.a. The person/resident does not have the functional ability to relieve the nuisance caused by the tree or;~~
- ~~c.a. The person/resident is aged or frail and has moderate, severe or profound disabilities which prevent them from relieving the nuisance caused by the tree; or~~
- ~~d.a. The person/resident is a carer of a person that meets the above criteria.~~

a. Special Circumstances

- ~~i. Senior staff will have the delegated authority to approve the removal of a tree where there are unique circumstances. These will be assessed on a case-by-case basis and may require the resident to pay a set fee for the removal of the tree.~~

~~All tree removal reviews will be tabled in the Elected Members bulletin fortnightly together with the tree removal committee decisions. Elected Members will have the opportunity to withdraw a review within two weeks for further discussion with Senior Staff prior to the review decision being implemented.~~

4.5. Petitions

~~4.15.1~~ Where the residents of a street petition Council to have the entire street of trees replaced, (outside of the existing 'Streetscape Renewal Programme') Council may consider the petition if;

- The petition is in writing in the correct petition format and
- All residents of the street have signed the petition and
- All residents of the street will meet all costs for the administration, removal, planting and establishment of new trees.
- Replanting must be in accordance with the City Landscape Plan, [Street Tree Asset Management Plan](#) and Streetscape Renewal ~~Program~~[Policy](#).

~~4.25.2~~ If these requirements are not met, [individuals may request](#) the removal of trees [which](#) will be assessed on an individual basis [in accordance with](#) the [Tree Removal Criteria and standard tree removal process](#)~~er~~[criteria guidelines](#).

5.6. Unauthorised Removal Or Damage To Council Trees

6.1 Where a Council tree is removed or vandalised without Council authorisation, Council will seek to recover costs from the person(s) responsible. ~~Cost to be recovered of a vandalised or illegally removed tree will include; cost of tree removal, including stump removal, replanting, establishment and administration costs and the amenity value of the tree using the McAlliser system for attributing a monetary value to an amenity tree.~~

6.2 Where a Council tree is maliciously interfered with or poisoned etc. leading to the disfigurement and/or death, the tree will be retained and managed appropriately until the person(s) responsible are prosecuted, the fee has been paid or a replacement tree is established. ~~Where a person admits to interfering with a Council tree, Council will seek to recover costs from the person(s) responsible. Cost to be recovered will include; cost of tree removal, including stump removal, replanting, establishment and administration costs and the amenity value of the tree using the McAlliser system for attributing a monetary value to an amenity tree.~~

- F - LEGISLATION

~~Development Act 1993~~

1. Local Government Act 1999
2. ~~Development~~[Sewerage Act 1993](#)~~1996~~
3. [Commonwealth Environmental Protection and Biodiversity Conservation Act 1999](#)
4. [Natural Resource Management Act 2004](#)
5. [Environment Protection Act 1993](#)

- 3.6. [Electricity Act 1996](#)
7. [Heritage Places Act 1997](#)
8. [Road Traffic Act 1961](#)
- 4.9. [Native Vegetation Act 1991](#)~~2003~~
10. [Aboriginal Heritage Act 1988](#)
11. [Water Industry Act 2012](#)

G - REFERENCES

- [City Landscape Plan](#)
- [Streetscape renewal Policy](#)
- [Tree Maintenance Policy](#)
- [LGA Trees: Legislation and Risk Management Guidelines for Local Government.](#)

H--ASSOCIATED PROCEDURES

1. [Tree Management Policy](#)
 2. [Landscape Design Policy](#)
 3. [City Landscape Plan](#)
 4. [Street Tree Asset Management Plan](#)
- [and Tree Management Procedures](#)
 - [Screen Replanting Procedure](#)
 - [Tree Pruning Procedure](#)
 - [Tree Operational Procedure](#)
 - [Significant Tree Maintenance Procedure](#)

ITEM	2.5.1
	WORKS AND SERVICES COMMITTEE
DATE	15 February 2016
HEADING	Road Closure Portion of Ryans Road Plantation, Parafield Gardens
AUTHOR	Thuyen Vi-Alternetti, Senior Property Officer, City Infrastructure
CITY PLAN LINKS	1.2 To enhance and create quality urban areas with high amenity and integrated infrastructure
SUMMARY	This report recommends the closure of a portion of Ryans Road Plantation, Parafield Gardens for Council to retain for future development opportunities.

RECOMMENDATION

1. This report be received and noted.
2. Staff be authorised to implement the required provisions of the *Roads (Opening and Closing) Act 1991* to commence a road process for closure of a portion of Ryans Road Plantation, Parafield Gardens as marked “A” on the attached Preliminary Plan (Attachment 1, Item No. 2.5.1, Works and Services Committee, 18/1/2016).
3. Staff undertake public consultation by placing notices in the Leader and News Review Messenger Newspapers and a further notice in the State Government Gazette in accordance with the provisions of the *Roads (Opening and Closing) Act 1991* as well as sending notices to affected residents within the area.
4. Pursuant to Section 193 (4) of the *Local Government Act 1999*, the portion of Ryans Road Plantation marked “A” on the attached Preliminary Plan (Attachment 1, Item No.2.5.1, Works and Services Committee, 18/1/2016) be excluded from Classification as Community Land.
5. A further report will be presented to Council following the public consultation period for consideration of any objections or applications received.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. Preliminary Plan - Road Closure Portion of Ryans Road Plantation, Parafield Gardens
2. Public Consultation - Road Closure Portion of Ryans Road Plantation, Parafield Gardens

1. BACKGROUND

- 1.1 Staff have previously identified that Ryans Road Plantation, Parafield Gardens as surplus land and a potential development site for Council.

- 1.2 The site is subject to the Main Road (Salisbury Highway and Main North Road) Development Plan Amendment to rezone portion of the land from Industry to Commercial, which is currently awaiting Ministerial approval. Once Ministerial approval has been received and a notice published in the State Government Gazette, a portion of the site will be zoned Commercial.
- 1.3 Staff have received a number of enquiries from businesses showing interest in purchasing the site for potential future development opportunities. These businesses will have the opportunity to purchase the site should the property be offered for sale on the open market.
- 1.4 It should be also noted that planning approval has recently been given for the site adjacent to Ryans Road Plantation for a Mazda new car dealership, consisting of a car yard and associated workshop and offices.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Staff from City Infrastructure and City Development Departments and no objections have been received.
- 2.2 External
 - 2.2.1 Consultation with service providers (Electranet, Australian Pipeline Trust, SA Water, SA Power Networks, Telstra) have indicated that there are service infrastructure throughout portion of the site however they can be managed through easements and relocation of services if necessary.
 - 2.2.2 Department of Planning, Transport and Infrastructure (DPTI) have been consulted and have in principle raised no objections to the proposal, however indicated that the control of access under the *Highways Act 1926* will need to be revoked by DPTI before the road closure can be finalised.

3. REPORT

- 3.1 Authorisation is hereby sought from Council to commence a road process under the *Roads (Opening and Closing) Act 1991* (the Act) to close portion of Ryans Road Plantation, Parafield Gardens as marked "A" on the attached preliminary plan (Attachment 1). The portion of Ryans Road Plantation being approximately 44,361 square meters.
- 3.2 The Act provides that a Council may commence a road process to close a public road and the regulations further require that Council must give notice of the disposition of the land. It is recommended that a road process be commenced on a portion of Ryans Road Plantation, Parafield Gardens and that it is retained by Council ready for sale.
- 3.3 In addition to the notification required under the Act, it is intended that public consultation occur in accordance with Council's Public Consultation Policy. Notices will be placed in the News Review and Leader Messenger Papers and a further notice be published in the State Government Gazette. Notification of the public consultation will also be sent to residents within the affected area as delineated on the attached plan (Attachment 2).

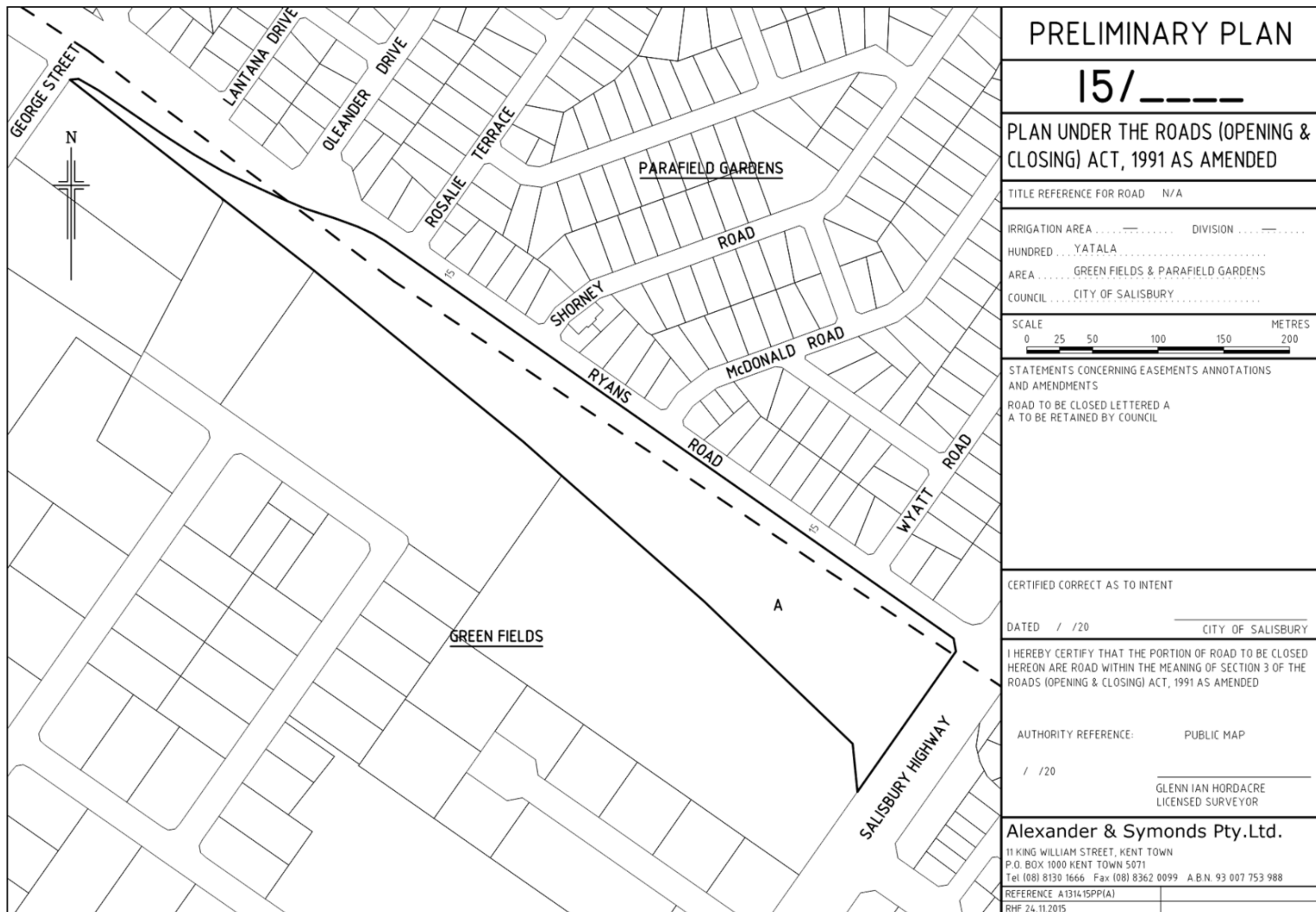
- 3.4 It is recommended that pursuant to Section 193 (4) of the *Local Government Act 1999*, Council resolves to exclude this portion of closed road from the Community Land Register. This land will be retained by Council for disposal and therefore should this land not be excluded at this time as a part of the road closure process, it will be necessary to revoke the classification at a later date through a formal revocation process requiring further council and Ministerial approval.
- 3.5 A further report will be presented to Council following the public consultation period for consideration of any objections or applications received and whether to proceed with a Road Process Order under Section 15 of the Act.

4. CONCLUSION / PROPOSAL

- 4.1 It is proposed that staff commence a road process under the *Roads (Opening and Closing) Act 1991* to close portion of Ryans Road Plantation, Parafield Gardens as marked “A” on the attached plan (Attachment 1).
- 4.2 Pursuant to Section 193 (4) of the *Local Government Act 1999*, Council resolves to exclude this portion of closed road from the Community Land Register.
- 4.3 A further report will be presented to Council following public consultation period for consideration of any objections or applications received.

CO-ORDINATION

Officer: Executive Group
Date: 08/02/2016





ITEM 2.5.2

WORKS AND SERVICES COMMITTEE

HEADING Minutes of the Strategic Property Development Sub Committee meeting held on Monday 8 February 2016

AUTHOR Chantal Milton, Manager Strategic Development Projects, City Development

CITY PLAN LINKS 1.2 To enhance and create quality urban areas with high amenity and integrated infrastructure
1.4 To deliver suitably integrated infrastructure that maximises economic efficiencies and opportunities for the community

SUMMARY The minutes and recommendations of the Strategic Property Development Sub Committee meeting held on Monday 8 February 2016 are presented for Works and Services Committee's consideration.

RECOMMENDATION

1. The information contained in the Strategic Property Development Sub Committee Minutes of the meeting held on 8 February 2016 be received and noted and that the following recommendations contained therein be adopted by Council:

SPDSC1 Tranche 1 Program Update Report

1. That the report be received and the update on the status of the Tranche 1 program be noted.
2. That funding for of an extension of term of the Project Delivery Coordinator role from the Strategic Development Projects budget be considered through a second quarter 2015/16 Budget Review.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. Minutes of the Strategic Property Development Sub-Committee - 8 February 2016

CO-ORDINATION

Officer:	GMBE	GMCID	CEO
Date:	10.02.16	10.02.16	10.02.16



**MINUTES OF STRATEGIC PROPERTY DEVELOPMENT SUB COMMITTEE
MEETING HELD IN COMMITTEE ROOMS, 12 JAMES STREET, SALISBURY ON**

8 FEBRUARY 2016

MEMBERS PRESENT

Cr G Caruso (Chairman)
Mayor G Aldridge
Cr E Gill
Cr D Proleta
Cr S Reardon
Cr G Reynolds (Deputy Chairman)
Cr B Vermeer
Cr J Woodman
Cr R Zahra

OBSERVERS

Cr L Caruso

STAFF

Chief Executive Officer, Mr J Harry
General Manager City Development, Mr T Sutcliffe
Manager Strategic Development Projects, Ms C Milton
Manager Governance, Ms T Norman

The meeting commenced at 7:19 pm.

The Chairman welcomed the members, staff and the gallery to the meeting.

APOLOGIES

Nil.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Cr R Zahra

Seconded Cr G Reynolds

The Minutes of the Strategic Property Development Sub Committee Meeting held on 11 January 2016, be taken and read as confirmed.

CARRIED

Moved Cr R Zahra

Seconded Cr G Reynolds

The Minutes of the Confidential Strategic Property Development Sub Committee Meeting held on 11 January 2016, be taken and read as confirmed.

CARRIED

REPORTS

SPDSC1 Tranche 1 Program Update Report

Moved Cr R Zahra

Seconded Mayor G Aldridge

1. That the report be received and the update on the status of the Tranche 1 program be noted.
2. That funding for of an extension of term of the Project Delivery Coordinator role from the Strategic Development Projects budget be considered through a second quarter 2015/16 Budget Review.

CARRIED

OTHER BUSINESS

Nil

CONFIDENTIAL ITEMS

SPDSC2 Boardwalk at Greentree - Project Update

Moved Cr R Zahra

Seconded Cr G Reynolds

1. Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:
 - it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
 - information the disclosure of which would, on balance, be contrary to the public interest.
2. In weighing up the factors related to disclosure,
 - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations
 - non disclosure of the attachments which contain sales & marketing information the public release of which would prejudice the commercial position of the Council.

On that basis the public's interest is best served by not disclosing the **Boardwalk at Greentree - Project Update** item and discussion at this point in time.
3. Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.

CARRIED

The meeting moved into confidence at 7:25 pm.

Cr G Caruso declared a conflict on the basis of his employment and left the meeting at 07:25 pm. Deputy Chairman Cr G Reynolds assumed the Chair.

The meeting moved out of confidence at 7:29 pm.

Cr G Caruso returned to the meeting at 07:30 pm and resumed the Chair. Cr B Vermeer entered the meeting at 07:30 pm.

CLOSE

The meeting closed at 7:51 pm.

CHAIRMAN.....

DATE.....

ITEM	2.6.1
	WORKS AND SERVICES COMMITTEE
DATE	15 February 2016
HEADING	Capital Works Progress Report - January 2016
AUTHOR	Christy Martin, Manager Project Services, City Infrastructure
CITY PLAN LINKS	3.2 To have an engaged community with a strong sense of vitality, pride and belonging
SUMMARY	The following monthly status report and requests for amendments is presented to effectively manage the City Infrastructure Capital Works Program.

RECOMMENDATION

1. Include the construction of new footpaths along sections of Short Street, Ingle Farm, Hasse Court, Parafield Gardens and Ceafield Road, Para Hills West, within the 2015/16 Council Footpath Program.
2. Include Harry Bowey and Carisbrooke Reserve within the 2015/16 Carpark Renewal Program.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 City Infrastructure is responsible for the capital works associated building, traffic and civil engineering services, landscape and environmental works. Specifically these works involve the project management of design, specification development, construction and recurrent maintenance. Service provision is undertaken by both internal service providers and external consultants/contractors. City Infrastructure provides periodical progress reports of these projects.

2. CONSULTATION / COMMUNICATION

- 2.1 As part of the management of the City Infrastructure Capital Works Program, communication of the program occurs on a monthly basis via Works and Services Committee. In addition, a current program of works is available via the City of Salisbury internet site and highlights included within the periodic publications of Salisbury Aware.

3. REPORT

3.1 PROGRAM AMENDMENTS

As part of the coordination of the Capital Works Program, it is continuously monitored to ensure it best meets the needs of the community and also infrastructure condition is maintained. As a result of this evaluation the following changes are requested;

Amendment to Program

PR14498 Council Funded Footpath Program

The Footpath Request Evaluation Team (FRET) has reviewed requests for the construction of new footpaths within the City. These requests have been reviewed in accordance with the key principles of the Footpath Policy and are recommended for construction.

- Short Street, Ingle Farm – Milne Road to Marrett Drive
- Hasse Court, Parafield Gardens – Current footpath to end of court
- Ceafield Road, Para Hills West – Corner of Ceafield and Beafield Road

Recommendation: Include the construction of new footpaths along sections of Short Street, Ingle Farm, Hasse Court, Parafield Gardens and Ceafield Road, Para Hills West, within the 2015/16 Council Footpath Program.

Impact: No impact

PR21413 Carpark Renewal Program

Works have been progressing well within the Carpark Renewal Program across sites at Ingle Farm and Brahma Lodge. It is proposed to bring forward the renewal of Harry Bowey and Carisbrooke Reserve car parks, as the program currently has funds available. It is anticipated these works will progressively be delivered over this calendar year in alignment with the availability of road construction materials which will be recycled and incorporated within these car park surfaces.

Recommendation: Include Harry Bowey and Carisbrooke Reserve within the 2015/16 Carpark Renewal Program.

Impact: No impact

Brahma Lodge Oval

Brahma Lodge Oval has been a hive of activity with the commencement of the renewal of the carpark, expected to be completed early March, and the installation of new flooring within the Brahma Lodge Sports Club.

Cross Keys Road, Cavan

Night works have been occurring Cross Keys Road, Cavan, as part of the Road Reseal Program. A section of road, between Montague Road and CB Fisher Drive, has been stabilised then followed by a reseal treatment.



Stockman Reserve

The upgrade to Stockman Reserve, Walkley Heights, is now practically complete. Works at this site included tree removals, new plantings, paths and seats.

**RM Williams Drive Reserve**

As part of the Outdoor Furniture Program, new shelter and seating was recently installed at RM Williams Drive Reserve, Walkley Heights.



4. CONCLUSION / PROPOSAL

- 4.1 This summary report regarding City Infrastructure Capital Works Program be received.

CO-ORDINATION

Officer: Executive Group
Date: 08/02/2016

ITEM	2.6.2		
	WORKS AND SERVICES COMMITTEE		
DATE	15 February 2016		
PREV REFS	Council	Capital Works Progress Report - December 2015	25 Jan 2016 7:00 pm
HEADING	Design and Installation of Outdoor Creche perimeter protection at Bagster Road Community Centre and Pooraka Farm Community Centre		
AUTHORS	Tony Calandro, Senior Traffic Engineer, City Infrastructure Dameon Roy, Manager Technical Services, City Infrastructure Patrick Trimboli, Senior Traffic Engineer, City Infrastructure		
CITY PLAN LINKS	1.2 To enhance and create quality urban areas with high amenity and integrated infrastructure 2.5 To have sustainable and resilient built environments that contribute to quality amenity 4.6 To provide our customers with excellent service that meets their needs		
SUMMARY	This report is in response to an incident at the Bagsters Road Community Centre involving a vehicle crashing through existing perimeter fencing and into the outdoor play-area for a children's Crèche. It is proposed to install perimeter protection for the purpose of preventing an errant vehicle from entering this enclosed and secure play-area as part of the Community Centre's Child-Care Facility.		
RECOMMENDATION	<ol style="list-style-type: none"> 1. The information be received. 2. Notes that installation of a suitable temporary barrier system at Bagster Road and Pooraka Farm Community centres will be completed until the final solution is approved and budgeted through Council. 3. A further risk assessment and traffic analysis be undertaken at each of Councils Community Centres to determine the level of risk for a similar incident, and to recommend an appropriate action to address this. 		
ATTACHMENTS	There are no attachments to this report.		
1. BACKGROUND	<ol style="list-style-type: none"> 1.1 The existing outdoor play-area for the crèche at the Bagsters Road Community Centre at Salisbury North adjoins an off-road car parking area. 		

- 1.2 In late 2015, a serious incident occurred involving a vehicle in the off-road car park area crashing through existing perimeter fencing into the Community Centre Creche outdoor play.
- 1.3 At the time of the incident, where the driver accidentally mistook the accelerator for the brake of their vehicle, there were no infants/pre-school children playing or carers/staff on duty in the outdoor play-area of the crèche.
- 1.4 In response to this incident consideration of the installation of perimeter protection for the purpose of preventing an errant vehicle from entering the enclosed and secure play-area at this location is proposed.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Community Development staff
- 2.2 External
 - 2.2.1 Protection barrier providers

3. REPORT

- 3.1 Following this incident at Bagsters Road Community Centre at Salisbury North, Council Staff undertook an investigation at this site.
- 3.2 Due to the seriousness of this incident, which had the potential to result in either minor/major personal injury or a fatality, Council staff have recommended that some form of perimeter protection be installed for the purpose of preventing an errant vehicle from entering the enclosed and secure play-area.
- 3.3 Staff have been investigating options to achieve this outcome and reduce the risk of a similar incident re-occurring. The options are still being reviewed including risk assessments, cost and amenity impact. In addition, an assessment of other Community Centre facilities is being undertaken to determine whether similar treatments are required are those sites. A further report with the recommended solution will be returned to Council once the investigation process is finalised.
- 3.4 In the interim, it is recommended that water filled barriers be installed as a short term solution at the Bagsters Road Community Centre and this can be funded from within existing budgets.
- 3.5 Options being considered for the long term solution include:
- 3.6 *Option 1: Bollards:*
 - 3.6.1 As a suitable treatment for this type of application, a number of Energy Absorption Bollards (EAB's) could be installed at the recommended 1.40 metre wide spacing for this product between the perimeter of the Community Centre's child-care facility, the off-road parking area and internal roads which operate at a reduced speed of 10 kph.
 - 3.6.2 This pedestrian safety product, sold commercially as the "OMNI STOP BOLLARD", is typically used for outdoor dining areas, or alternatively off-road areas of high pedestrian volume which are located adjacent to a public road.

- 3.6.3 The EAB is a tested treatment designed to arrest a standard passenger vehicle travelling at a speed of up to 60 kph from entering an area occupied by pedestrians, or alternatively people participating in outdoor dining, which in this situation is referred to as a “captive audience”.
- 3.6.4 The primary function of the EAB is to absorb the energy of a vehicle impact, and safely decelerate a vehicle to a speed that is safe for the driver and passengers.
- 3.6.5 A total number of twenty five (25) EAB’s would need to be installed at the Bagsters Road Community Centre site at a total amount of \$90,000.
- 3.7 *Option 2: W-Beam Guard Railing*
 - 3.7.1 Based on advice from the manufacturer & distributor of the W-Beam Guard Railing product, this type of perimeter protection can be supplied and installed for a total amount of \$25,500 at the Bagsters Road Community Centre, and \$25,500 at the Pooraka Farm Community Centre.
 - 3.7.2 The function of W-Beam guard-railing is specifically designed to deflect a vehicle involved in a side-swipe collision, as opposed to OMNI Stop Bollards, which have been designed and tested to safely *arrest* a vehicle involved in a direct impact.
 - 3.7.3 However, for this particular application, the installation of W-Beam guard-railing may provide an adequate level of perimeter protection for an outdoor play-area for a children’s crèche. Further analysis is required.
 - 3.7.4 There is also a challenge with the installation of these type of barriers in that patrons of the carparks would not be able to directly access the footpath, but have to walk around a number of cars to openings in the barriers.
- 3.8 *Option 3: Planter Boxes and or other concrete structures*
 - 3.8.1 Planter boxes and/or other concrete structures have been adopted only after independent engineering assessment and design so that they provide a similar function to bollards but provide a better aesthetic solution.
- 3.9 *Option 4: Raising of Kerb (eg. 200mm - 300mm) and installing wheel stops at the appropriate carparks.*
 - 3.9.1 This option has been utilised to prevent vehicles from entering into areas such as parks and investigation is underway to determine if this is a viable option for this application.
- 3.10 *Risk Considerations*
 - 3.10.1 All of the above solutions would provide varying degrees of risk reduction for the Centre’s occupants, pedestrians and also the vehicle occupants.
 - 3.10.2 Other factors that will be assessed include potential speed in the carpark and the environment such as existing trees.
 - 3.10.3 The degree to which risk will be reduced for each option will depend largely on the individual site and the manner in which the identified risks are addressed.

3.10.4 It is also possible that each site may require a “tailored” solution with potentially a combination of options being implemented.

3.11 From an overall review of Council owned and maintained facilities, it has been identified that the Pooraka Farm Community Centre located at Montague Farm is similar in layout to the Bagsters Road Community Centre, which also adjoins an off-road car parking area. It is proposed to install perimeter protection at this location as a preventative measure as well.

3.12 It is recommended to install an interim solution of water filled barriers at the Pooraka Farm Community Centre until options are considered further.

4. CONCLUSION / PROPOSAL

4.1 Further risk assessments and traffic analysis is underway to determine the best option and strategy for current and any future similar sites. This will inform a non-discretionary bid to Council when the assessment is completed.

4.2 In the interim temporary water filled barrier systems at both Pooraka Farm and Bagster Road Community Centres will be installed pending the determination of a permanent solution.



AN EXAMPLE OF THE INSTALLATION OF THE OMNI STOP BOLLARDS FOR PERIMETER PROTECTION FOR THE OUTDOOR PLAY-AREA OF A CHILDRENS CRECHE



AN EXAMPLE OF STANDARD W-BEAM GUARD-RAILING TO BE INSTALLED FOR PERIMETER PROTECTION FOR THE OUTDOOR PLAY-AREA OF A CHILDRENS CRECHE



**SITE LAYOUT PLAN FOR THE INSTALLATION ENERGY ABSORPTION
BOLLARDS AT THE BAGSTERS ROAD COMMUNITY CENTRE AT
SALISBURY NORTH**



**SITE LAYOUT PLAN FOR THE INSTALLATION ENERGY ABSORPTION
BOLLARDS AT THE POORKA FARM COMMUNITY CENTRE AT
MONTAGUE FARM**

CO-ORDINATION

Officer:	GMCI	GMBE	GMCID	GMCD	MG
Date:	11/02/2016	11/02/2016	11/02/2016	11/02/2016	11/02/2015