



AGENDA

FOR POLICY AND PLANNING COMMITTEE MEETING TO BE HELD ON

21 MARCH 2016 AT 6:30 PM

IN THE COUNCIL CHAMBER, 12 JAMES STREET, SALISBURY

MEMBERS

Cr L Caruso (Chairman)
Mayor G Aldridge (ex officio)
Cr D Balaza
Cr S Bedford
Cr D Bryant
Cr C Buchanan
Cr G Caruso
Cr R Cook
Cr E Gill
Cr D Pilkington
Cr S Reardon (Deputy Chairman)
Cr D Proleta
Cr G Reynolds
Cr B Vermeer
Cr S White
Cr J Woodman
Cr R Zahra

REQUIRED STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
Acting General Manager City Development, Mr G Ratsch
General Manager Community Development, Ms J Trotter
General Manager City Infrastructure, Mr M van der Pennen
Manager Governance, Ms T Norman
Manager Communications and Customer Relations, Mr M Bennington
Team Leader Corporate Communications, Mr C Treloar
Governance Coordinator, Ms J Rowett
Governance Support Officer, Ms K Boyd

APOLOGIES

LEAVE OF ABSENCE

PRESENTATION OF MINUTES

Presentation of the Minutes of the Policy and Planning Committee Meeting held on 15 February 2016.

REPORTS

Administration

1.0.1 Future Reports for the Policy and Planning Committee..... 13

Community Development

1.1.1 Development of Fairbanks Drive Reserve for Joint use with Schools..... 17

1.1.2 Reconciliation & NAIDOC Program: 2015 Evaluation and 2016 Program 31

Urban Development

1.3.1 Salisbury Heights Encumbrance Removal 49

Corporate Plans

1.7.1 Communications Plan - Bringing the 'Living City' to Life 55

OTHER BUSINESS

1.9.1 Tourism and Visitor Sub Committee Establishment..... 80

CLOSE



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

15 FEBRUARY 2016

MEMBERS PRESENT

Cr L Caruso (Chairman)
Mayor G Aldridge (ex officio)
Cr D Balaza
Cr S Bedford
Cr D Bryant
Cr C Buchanan
Cr G Caruso
Cr R Cook
Cr E Gill
Cr D Pilkington
Cr S Reardon (Deputy Chairman)
Cr G Reynolds
Cr B Vermeer
Cr S White
Cr J Woodman
Cr R Zahra

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager City Development, Mr T Sutcliffe
General Manager Community Development, Ms J Trotter
General Manager City Infrastructure, Mr M van der Pennen
Manager Governance, Ms T Norman
Manager Communications and Customer Relations, Mr M Bennington
Governance Coordinator, Ms J Rowett
Governance Support Officer, Ms K Boyd
Recreation and Open Space Planner, Mr D Clayton
Coordinator Urban Planning and Policy, Ms M Tucker

The meeting commenced at 6:32 pm.

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

APOLOGIES

An apology has been received from Cr D Proleta.

LEAVE OF ABSENCE

Nil.

PRESENTATION OF MINUTES

Moved Cr R Zahra

Seconded Cr S Reardon

The Minutes of the Policy and Planning Committee Meeting held on 18 January 2016, be taken and read as confirmed.

CARRIED

REPORTS

Administration

1.0.1 Future Reports for the Policy and Planning Committee

Moved Cr R Zahra

Seconded Cr D Bryant

1. The information be received.

CARRIED

1.1.1 Autism Friendly Play Space

Mayor G Aldridge entered the meeting at 6:34pm.

Cr C Buchanan entered the meeting at 6:40 pm.

Moved Cr D Pilkington

Seconded Cr G Reynolds

1. The report is received and noted.
2. Funding for the planning and design of one autism sensitive play space be considered in 2016/17 Bid 20018 Playground Renewal Program with a view towards construction in 2017/18.
3. A further report is prepared for November 2016 with preferred design and location, costs of construction and potential partner funding sources.

With leave of the meeting and consent of the seconder Cr D Pilkington
VARIED the MOTION as follows:

1. The report is received and noted.
2. Funding for the planning and design of one autism sensitive play space be considered in 2016/17 Bid 20018 Playground Renewal Program with a view towards construction in 2017/18.
3. A further report is prepared for November 2016 with preferred design and location, costs of construction and potential partner funding sources.
4. The report to include a longer term plan for increasing the number of autism sensitive play spaces across the city.

CARRIED

1.1.2 Increase Capacity on Early Intervention Programs

Cr C Buchanan declared a conflict of interest due being a member of a community centre management committee and left the meeting at 06:56 pm.

Cr J Woodman declared an interest due being a member of a community centre management committee.

Moved Cr D Pilkington

Seconded Cr J Woodman

1. The Community Learning and Outreach Team liaise with Community Centres and kindergartens to identify interest in hosting the ABC 30&3 program, in addition to the existing scheduled 12 sessions per year.
2. Where a Community Centre indicates an interest in hosting the ABC 30&3 program, the sessions be modified in format and/or timeframe to suit the needs and availability of participants at the Community Centres.
3. Further grant funding be sought to increase capacity to provide literacy skills development programs for families.

CARRIED

Cr C Buchanan returned to the meeting at 06:59 pm.

1.1.3 Cr Brian Goodall Recognition

Moved Cr E Gill

Seconded Cr B Vermeer

1. The renaming of Royal Avenue Reserve to Brian Goodall Reserve be endorsed and staff be authorised to undertake all works required for this renaming.
2. The installation of a seat and granite plinth within the Royal Avenue Reserve in recognition of Cr Goodall be endorsed.
3. A New Initiative Bid for \$34,000 be included in the 16/17 budget to fund the expenses relating to the recognition of the late Cr Brian Goodall.

With leave of the meeting and consent of the seconder Cr E Gill
VARIED the MOTION as follows:

1. The renaming of Royal Avenue Reserve to Brian Goodall Reserve and the renaming of the David Street bridge to the Goodall Bridge be endorsed and staff be authorised to undertake all works required for the renaming of these locations.
2. The installation of a seat and granite plinth within the Royal Avenue Reserve in recognition of Cr Goodall be endorsed.
3. A New Initiative Bid for \$34,000 be included in the 16/17 budget to fund the expenses relating to the recognition of the late Cr Brian Goodall.

CARRIED

1.1.4 Minutes of the Youth Council Sub Committee meeting held on Tuesday 9 February 2016

The information contained in the Youth Council Sub Committee of the meeting held on 9 February 2016 be received and noted with respect to the following recommendations contained therein to be adopted by Council:

1.1.4-YC1 Youth Council Positions 2016

Moved Cr R Zahra

Seconded Cr D Balaza

1. Bianca Bilsborow be appointed to the position of Chairperson of the Youth Council for 2016.
2. Michael Santos be appointed to the position of Deputy Chairperson of the Youth Council for 2016.

CARRIED

1.1.4-YC2 Youth Action Plan

Moved Cr R Zahra

Seconded Cr D Balaza

1. The report be received and noted.
2. The review and development of the Youth Action Plan be endorsed as the Youth Council Project Team for 2016.
3. The methodology for development of the Youth Action Plan, as outlined in paragraphs 3.2 to 3.6 of Item YC2, Youth Council Sub Committee, 09/02/2016, be endorsed.
4. Membership of the Youth Action Plan Project Team comprise all Youth Council members.
5. Bianca Bilsborow be appointed as the Youth Action Plan Project Team Leader.
6. Working groups be established to evaluate each of the five key directions within the Youth Action Plan, with a youth member to be appointed to lead each working group.

CARRIED

1.1.4-YC3 Life Skills Project Team Update

Moved Cr R Zahra
Seconded Cr D Balaza

1. The information be received and noted.

CARRIED

1.1.4-YC4 Twelve25 Salisbury Youth Enterprise Centre February Update

Moved Cr J Woodman
Seconded Cr D Balaza

1. The information be received and noted.

CARRIED

Economic Development

1.2.1 Strategic and International Partnerships Sub Committee - Financial Considerations and Potential Budget Strategies to Support Initiatives

Moved Cr E Gill
Seconded Mayor G Aldridge

1. A New Initiative Bid for \$30,000 be included for consideration in the 2016/17 budget to deliver on the terms of reference of the Strategic and International Partnerships Sub Committee.
2. It be noted that a complementary New Initiative Bid for \$36,000 is being submitted within the 2016/17 budget to contribute to the cost of participation in trade and investment delegations as well as build capability in small business to capture trade and investment opportunities (as per the China Action Plan).

CARRIED

*Urban Development***1.3.1 Salisbury City Centre - Urban Design Framework**

Moved Cr S Reardon

Seconded Cr G Reynolds

1. That the Salisbury City Centre Urban Design Framework forming an attachment to the Policy and Planning Committee Agenda report of 15 February 2016 be endorsed for public consultation, to be undertaken concurrent with public consultation on the Salisbury City Centre Development Plan Amendment.

CARRIED**1.3.2 Salisbury City Centre Development Plan Amendment for Consultation**

Moved Cr J Woodman

Seconded Mayor G Aldridge

1. The draft Salisbury City Centre Development Plan Amendment forming Attachment 3 to the Policy and Planning Committee report be endorsed for consultation.
2. That the CEO be authorised to sign the Public Consultation certificate in accordance with Section 25(10) of the Development Act 1993.
3. That the General Manager City Development be delegated to make minor editorial amendments to the Development Plan Amendment that do not change the policy intent of the Development Plan Amendment prior to the commencement of consultation.
4. That the Planning and Policy Committee be appointed to hear representations in relation to the Salisbury City Centre Development Plan Amendment at the Public Hearing, in accordance with Section 25(11)(c) of the Development Act 1993.

CARRIED

1.3.3 Waterloo Corner Road Burton Residential Development Plan Amendment (DPA).

Cr G Caruso declared a conflict of interest due to dealings with individuals involved in this DPA and left the meeting at 07:23 pm.

Mayor G Aldridge left the meeting at 07:23 pm.

Mayor G Aldridge returned to the meeting at 07:35 pm.

Cr B Vermeer left the meeting at 07:37 pm.

Cr B Vermeer returned to the meeting at 07:38 pm.

Moved Cr D Pilkington

Seconded Cr D Balaza

1. The revised Waterloo Corner Road, Burton Residential Development Plan Amendment Statement of Intent forming an attachment to the Policy and Planning Committee agenda report be endorsed.
2. The endorsed Statement of Intent be forwarded to the Minister for Planning requesting agreement to proceed to a Development Plan Amendment in accordance with Section 25 of the Development Act 1993, subject to a signed agreement negotiated by the General Manager City Development for a privately funded Development Plan Amendment between Council and the Developer consistent with Council's endorsed Privately Funded DPA Policy.
3. Council authorise the General Manager City Development to amend the Statement of Intent in a manner which does not significantly alter the intent or proposed outcomes of the DPA, if deemed necessary to obtain the Minister for Planning's approval to begin the Development Plan Amendment process.

CARRIED

Cr G Caruso returned to the meeting at 07:56 pm.

1.3.4 Elder Smith Road Duplication Request - Minister for Transport and Infrastructure Response

Cr R Cook left the meeting at 07:56 pm.

Cr R Cook returned to the meeting at 08:00 pm.

Cr D Pilkington left the meeting at 08:04 pm.

Cr D Balaza left the meeting at 08:05 pm.

Cr D Pilkington returned to the meeting at 08:06 pm.

Cr D Balaza returned to the meeting at 08:07 pm.

Cr D Bryant left the meeting at 08:14 pm.

Cr D Bryant returned to the meeting at 08:16 pm.

Cr E Gill left the meeting at 08:19 pm.

Cr E Gill returned to the meeting at 08:22 pm.

Cr C Buchanan left the meeting at 08:37 pm.

Cr C Buchanan returned to the meeting at 08:39 pm.

Moved Cr B Vermeer

Seconded Mayor G Aldridge

1. That the information be received, and that Council write to the Premier expressing its dissatisfaction with the Minister's response and implore him and his State Government to elevate the priority and accelerate the timing of the extension of Elder Smith Road to Port Wakefield Road, and its duplication.

With leave of the meeting and consent of the seconder Cr B Vermeer
VARIED the MOTION as follows:

1. That the information be received, and that Council write to the Premier expressing its dissatisfaction with the Minister's response and implore him and his State Government to elevate the priority and accelerate the timing of the extension of Elder Smith Road to Port Wakefield Road, and its duplication.
2. That Council reaffirm to the State Government its preparedness to work with the State Government, Federal Government, business and community stakeholders to improve transport links via Elder Smith Road and Kings Road.

With leave of the meeting and consent of the seconder Cr B Vermeer
VARIED the MOTION as follows

1. That the information be received, and that Council write to the Premier expressing its disappointment with the Minister's response and implore him and his State Government to elevate the priority and accelerate the timing of the extension of Elder Smith Road to Port Wakefield Road, and its duplication.
2. That Council reaffirm to the State Government its preparedness to work with the State Government, Federal Government, business and community stakeholders to improve transport links via Elder Smith Road and Kings Road.

CARRIED

OTHER BUSINESS

Nil.

The meeting closed at 8:45 pm.

CHAIRMAN.....

DATE.....

ITEM	1.0.1
	POLICY AND PLANNING COMMITTEE
DATE	21 March 2016
HEADING	Future Reports for the Policy and Planning Committee
AUTHOR	Michelle Woods, Projects Officer Governance, 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 Policy and Planning 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 Policy and Planning Committee as a result of a Council resolution:

Meeting Item	- Heading and Resolution	Officer
27/01/2015	Mawson Lakes and Salisbury City Centre Parking Fund	Pat Trimboli
1.2.1	2. A review of the effectiveness of this proposal in generating economic activity and its impact on parking availability be undertaken within two years.	
Due:	February 2017	
25/05/2015 NOM1	City of Salisbury Multicultural Festival 1. That staff report back to council regarding the hosting of a Multicultural Festival for the City of Salisbury to take place in the Salisbury City Centre. 2. The report to include possible partnerships, costings and grants available for hosting an event of this type. 3. Council Staff liaise and provide feedback and ideas from the Salisbury City Centre Business Association with these comments to be incorporated in the future report.	Nichola Kapitza
Due:	March 2016	
Deferred to:	May 2016	
Reason:	Required meetings haven't occurred with the Salisbury City Centre Association and these will occur at the conclusion of Salisbury Secret Garden.	
22/06/2015 1.1.1	Suicide Prevention Action Plan 3. After six months of working on the project staff report back to council on the progress of the suicide prevention network and if there is an ongoing role or commitment of City of Salisbury staff.	Joanne Menadue
Due:	March 2016	
Deferred to:	April 2016	
Reason:	The report has been delayed a month to enable an additional meeting to be held in order to add to the progress report back to Council.	
24/08/2015	Proposed Greater Edinburgh Parks Precinct Authority	Terry Sutcliffe
1.2.1	2. That the response of the Mayor dated 7 August 2015 relating to a proposal by the Minister of Housing and Urban Development to establish a Precinct under the Urban Renewal Act 1995 in the Greater Edinburgh Parks area be noted, and that staff work with the Minister's delegates to prepare a Business Case for the proposal for further consideration by Council.	
Due:	April 2016	

24/08/2015	Proposed Greater Edinburgh Parks Precinct Authority	Terry Sutcliffe
1.2.1	3. That a further report be provided to Council when a draft Business Case for the proposed Greater Edinburgh Parks Precinct Authority is available for further review.	
Due:	April 2016	
24/08/2015	Salisbury Oval Precinct Plan: Community Consultation Strategy	Nichola Kapitza
1.1.1	3. The Salisbury Oval Precinct Plan to be presented to Council in March 2016.	
Due:	March 2016	
Deferred to:	June 2016	
Reason:	The development of the plan has taken longer than expected.	
26/10/2015	China Strategy	Greg Ratsch
1.1.7	2. That, subject to the provision of any feedback or comments at the Policy and Planning Committee meeting on 19/10/2015, the Draft China Action Plan, as set out in Attachment 1 to this report (Item No. 1.1.7, Policy and Planning Committee, 19/10/2015) be endorsed and forwarded to the next meeting of the Strategic and International Partnerships Sub-Committee for information.	
Due:	March 2016	
Deferred to:	April 2016	
Reason:	Awaiting scheduling of Strategic and International Partnerships Sub Committee meeting.	
23/11/2015	City of Salisbury Christmas Carols Event 2016	Nichola Kapitza
NOM4	1. That staff report back on options and costs associated with Council hosting a Christmas Carols event in 2016, with the event to be held on a suitable Council owned park/facility.	
Due:	April 2016	
14/12/2015	Rural (Aircraft Noise) Direk Residential and Industry Interface Development Plan Amendment	Peter Jansen
1.3.1	3. That a further report be provided to Council outlining policy options to prepare an amended DPA to seek agreement from the Minister for Planning to undertake public consultation.	
Due:	March 2016	
Deferred to:	April 2016	
Reason:	Ongoing discussions with land owners and DPTI on zone options.	

14/12/2015 1.1.1	City of Salisbury Tourism and Visitor Strategy 2. That the draft City of Salisbury Tourism and Visitor Strategy be reported back to Council in April 2016 for endorsement. Due: April 2016 Deferred to: May 2016 Reason: A draft of the Strategy will be provided to the first meeting of the sub committee for consideration, anticipated to be held in May.	Brittany Warren
22/02/2016 1.1.1	Autism Friendly Play Space 3. A further report is prepared for November 2016 with preferred design and location, costs of construction and potential partner funding sources. 4. The report to include a longer term plan for increasing the number of autism sensitive play spaces across the city. Due: November 2016	David Clayton

4. CONCLUSION / PROPOSAL

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

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 11.03.2016

ITEM	1.1.1		
	POLICY AND PLANNING COMMITTEE		
DATE	21 March 2016		
PREV REFS	Policy and Planning Committee	1.3.1	28 Oct 2013
	Works and Services Committee	2.6.1	28 Apr 2014
HEADING	Development of Fairbanks Drive Reserve for Joint use with Schools		
AUTHORS	David Clayton, Recreation & Open Space Planner, Community Development Dameon Roy, Manager Technical Services, 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 3.1 To have a community that embraces healthy and active lifestyles		
SUMMARY	This report provides an overview of revised planning that has been undertaken in relation to the development of recreation opportunities on Fairbanks Drive Reserve to enable joint use with neighbouring schools, improving traffic management on Byron Bay Drive and consideration of land development opportunities. A funding commitment has been received from Temple Christian College and Bethany Christian School to achieve the objectives of this planning. The following is to provide an overview of works undertaken and seek Council’s endorsement to proceed with the upgrade of the Reserve and implementation of the traffic management solution.		
RECOMMENDATION			
1.	The information is received and noted.		
2.	In conjunction with the Reserve Upgrade Program funds, a new initiative bid be considered as part of the 2016/17 budget process for the construction of a sports surface and traffic management measures which will be co-funded by Temple Christian College and Bethany Christian School.		
3.	The upgrade of Fairbanks Drive Reserve and the Little Para Overflow, which includes the consolidation and upgrade of passive recreation areas to the south west corner, construction of a sports surface for school and community use and traffic management as illustrated in Attachment 2 (Item No. 1.1.1, Policy and Planning Committee, 21/03/2016) be endorsed pending allocation of funds in the 2016/17 budget process.		

4. Further consideration is given towards the future uses of unused portions of the Reserve for strategic development in the next iteration of projects for consideration and that the outcomes of this analysis is presented to the Strategic Property Development Subcommittee in due course.

ATTACHMENTS

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

1. Locality Map of Fairbanks Drive Reserve
2. Concept Plan - Fairbanks Drive Reserve
3. Letter from Temple Christian College and Bethany Christian School

BACKGROUND

- 1.1 At its October 2013 meeting Council resolved *inter alia*:
 - ii. *Staff continue to engage with Temple Christian College (TCC) towards the development of a Joint Use Agreement. The agreement and negotiations to look at access to Fairbanks Drive Reserve by TCC and community access to school facilities.*
 - iii. *Council continue to support Temple Christian College and Bethany Christian School (BCS) in implementing traffic management initiatives. Car parking provision to be made on site and all costs for car parking to be borne by TCC and BCS.*
 - iv. *Development of the northern extent of Fairbanks Drive Reserve be considered by staff and recommendations for potential development be made to the Strategic Property Development Sub Committee.*
 - v. *A further report be presented in September 2014 that considers in full land development opportunities, scope of reserve upgrade and financial commitments of all parties.*
- 1.2 Since Council's decision in 2013 works have been undertaken to assess the potential of Fairbanks Drive Reserve for community recreation, school uses, flood management and to enhance opportunities for future development.
- 1.3 This report provides:
 - an overview of preliminary planning to accommodate school usage of the reserve and to relocate and consolidate recreation activities on the reserve to achieve better urban outcomes;
 - addresses traffic management and property development outcomes; and
 - provides details of financial commitments of parties.
- 1.4 It is noted that although discussions have commenced with the school in relation to the joint usage agreement of this reserve these discussions have not been finalised and will be outlined in future reports.

2. CONSULTATION / COMMUNICATION

2.1 Internal

- 2.1.1 Strategic Development Projects Division
- 2.1.2 Technical Services
- 2.1.3 Property and Buildings Division

2.2 External

- 2.2.1 Temple Christian College
- 2.2.2 Bethany Christian School

3. REPORT

- 3.1 Fairbanks Drive Reserve in Paralowie is a large dryland reserve. Currently it has a small play space and tennis court on it. The majority of the land is a break out basin along the Little Para Overflow which was previously required for flood mitigation.
- 3.2 It is noted that within the Paralowie area there is a higher than average supply of open space. However as previously reported there is limited developed open space in Paralowie that is useable for passive or active recreation. The Reserve is mostly unusable for recreation purposes and has low amenity value to the surrounding community.
- 3.3 The Reserve is located adjacent to Bethany Christian School and Temple Christian College as illustrated in Attachment 1 of this report.
- 3.4 In October 2013 staff reported to Council the results of a feasibility study for Fairbanks Drive Reserve, undertaken by Temple Christian College. The plans prepared by an external consultant showed the opportunity to construct up to two rectangular sports fields suitable for a variety of sports on the Reserve for school use which maximized the development of the Reserve for passive and active recreation.
- 3.5 The report also provided details of a loop road at school costs to assist in reducing traffic congestion on Byron Bay Drive, Paralowie.
- 3.6 Staff also reported that there was an opportunity to reduce the overall size of the Reserve to allow for a small pocket of housing which could assist in offsetting project costs.

Reserve Upgrade

- 3.7 In 2013, Council endorsed a reserve upgrade program which provided funds to improve strategic reserves where Council was already planning to expend funds on isolated elements such as furniture, irrigation, and play space renewal.
- 3.8 The context of the reserve upgrade program also suggested that any reserve identified for upgrade should simultaneously be assessed for land development opportunities should any exist.

- 3.9 As previously reported, this Reserve is identified for priority upgrade in 2016/17 through the reserve upgrade program. It is a large reserve of over 6 hectares.
- 3.10 The justification for the inclusion of this Reserve in the Reserve Upgrade Program is that there is a deficit of quality/amenity open space in the Paralowie area, the Reserve is central and widely accessible by multiple transport modes and an upgrade would improve the quality of the urban environment for residents.
- 3.11 A project team comprising representatives from Community Planning and Vitality, Technical Services and Strategic Development Projects has critically analysed the site and earlier plans to achieve the provision of amenity open space for active and passive uses whilst exploring options for urban development.
- 3.12 The revised plan (attachment 2) proposes the relocation of all recreation activities to the south west corner of the Reserve which includes the channel and detention basins of the Overflow.
- 3.13 In the last three (3) years SA Water has increased the capacity of the Little Para Dam from a 1:100 event to cater for 1:200 rain events. This has reduced the predicted flows along the Little Para River and lessened the importance of the Little Para Overflow.
- 3.14 These improvements have enabled the opportunity to review the use of the whole of the Reserve for recreation and development purposes when previously this was not recommended.
- 3.15 There is an opportunity to construct an oval in the south western extent of the Reserve and collocate the play space, courts and additional passive recreation infrastructure.
- 3.16 There are several benefits to the proposed reconfiguration of the Reserve which are:
- activation of a currently unusable corner of the Reserve;
 - improvement of passive surveillance over the recreation areas of the Reserve;
 - collocates recreation opportunities to maximise community use;
 - brings all recreation areas closer to the schools;
 - maximises opportunities for the future development of underutilised areas of the Reserve; and
 - achieves a better urban outcome than previous plans.
- 3.17 The scope of the plan demonstrates:
- construction of an oversized rectangular playing surface to allow for a variety of sports and activities, with low perimeter fencing to mark the boundaries but not exclude community use;
 - relocation of the play space to same area and upgrade to a district standard in line with the directions of the Play Space Action Plan;
 - provision of an off leash dog park; and
 - formalising the trail network for walking and riding bikes.

- 3.18 It is proposed that the sports surface would be constructed utilizing fill onsite including the levelling of mounding. Construction is sensitive to flood management. Flows up to 1:50 would be carried via pre-existing pipes beneath the playing surface and the surface would flood in a 1:100 year event.
- 3.19 It is anticipated that the sports surface can be utilised by the general public for active and passive recreation activities including informal games, and also by sporting clubs for over flow training and relocation in the event of intensive ground renovation activities.
- 3.20 The cost to sculpt the Reserve and construct a playing surface consistent with Council's standards for sport has been estimated at \$531,000. The upgrade and provision of play and other passive recreation opportunities would cost up to \$200,000. It is noted that there is a commitment by the Schools towards the construction of the oval.

Traffic Management

- 3.21 It has been noted previously by Council that there is significant congestion on Byron Bay Drive and adjacent streets as a result of increased traffic resulting from school drop off and pick up.
- 3.22 In 2014, Council considered a plan by Bethany Christian School to construct at their own cost a private access road to create a loop between Byron Bay and Blaess Drives to improve traffic flows. This plan was met with community angst and Council directed staff to provide alternative plans.
- 3.23 Results from traffic counting devices has also identified an issue with speeding at all hours along Byron Bay Drive as this 800 metre section of road does not have any mid-block traffic calming devices.
- 3.24 Attachment 2 provides details to improve traffic flow during school hours and to reduce traffic flows as a common project.
- 3.25 It is proposed that a 30 space car park is constructed on the south western corner of the Reserve behind Bethany School and adjacent the proposed collocated recreation area. This car park would service school drop off and pick up activities as well as the general community weekends and after hours.
- 3.26 The car park would link to a private access road through Bethany Christian School and exit at a roundabout. The roundabout is purposed as a local area traffic management device to slow the speed of vehicular movements along Byron Bay Drive.
- 3.27 The costs to implement the traffic management solution are estimated at:
- car park - \$155,000;
 - private access - \$75,000; and
 - roundabout - \$150,000.
- 3.28 The above works complement works already undertaken by Bethany Christian School to increase car parking capacity on school grounds.

Financial commitments of parties

- 3.29 It is pertinent to note that Council records indicate that Fairbanks Drive Reserve has been considered for use as a sports reserve since the early 1990s and concept drawings were located in Council's archive. A meeting was held with representatives of Temple Christian College and Bethany Christian School regarding proposed plans for traffic management and relocation of recreation opportunities across the site.
- 3.30 As a result of the meeting the schools have written a joint letter (attachment 3) to Council confirming their commitment to 50% of project costs or a maximum of \$500,000 to achieving the outcomes of the project.

3.31 The following table summarises the proposed funding sources:

	Cost estimate	Bethany Christian School[†]	Temple Christian School[¥]	Council
Reserve upgrade – play space, dog park and passive recreation	\$200,000			\$200,000 PR21456 2016/17
Construction of oval & storm water infrastructure	\$531,000		\$265,500 to \$300,000 max	\$265,500 TRN23459
Private access road	\$75,000	\$75,000	-	-
Car park	\$153,000	\$76,500 to \$125,500 max	-	\$76,500 TRN23459
Roundabout	\$150,000	-	-	\$150,000 TRN23459
Total	\$1,109,000 *	\$151,500 - 200,000 (maximum)	\$265,500 - 300,000 (maximum)	\$692,000

* These costs include design, project management and contingencies

+ BCS commits to 100% of the cost of the internal road, and 50% of the car park to a maximum of \$200,000.

¥ TCC commit to 50% of the cost of oval construction to a maximum of \$300,000.

- 3.32 Maintenance and depreciation of the upgraded reserve infrastructure including the oval, play equipment, trails and dog park is estimated at \$55,000 per annum. This includes the operational costs of mowing, preventative works and irrigation, based on known costs of similarly constructed surfaces. Depreciation of the road assets is estimated at \$36,360 per annum.
- 3.33 Details of the division of financial commitments by parties for the long term use of the oval are still to be determined as part of negotiations of a Joint Use Agreement.
- 3.34 Previous reports have noted an interest in the project by the Office for Recreation and Sport (ORS) who funded the original feasibility study. ORS noted the project was attractive for funding demonstrating private education and local government working together.

- 3.35 The project may still be eligible for funding, however it is pertinent to note that ORS grant funding has been significantly reduced and objectives have also changed.
- 3.36 It is recommended that an application is made to the Community Sport and Recreation Facilities Grant Program where the project could be eligible for up to \$200,000, however the likelihood of success is low.
- 3.37 Council's contribution may also be offset through the proceeds of sale at Greentree Walk as part of its repayment obligations to the Open Space Grant Fund.

Property Development

- 3.38 Recent developments pertaining to flood mitigation and the proposed consolidation of recreation assets on the Reserve opens up large areas of land that are neither required for the purposes of recreation nor flood management.
- 3.39 The land development opportunity is of a scale that warrants further investigation to determine if a development project exists.
- 3.40 It is noted that Council is currently committed to delivering a substantial property development program and that this project is beyond the scope of the existing endorsed tranche of projects.
- 3.41 Detailed feasibility and community engagement in relation to land development is yet to be undertaken and will be considered as part of the next tranche of projects for investigation.
- 3.42 The definition of the project and an assessment of feasibility will be reported in due course to the Strategic Property Development Sub-Committee.

Joint Use Agreement

- 3.43 Temple Christian College approached Council in 2011 about securing a usage agreement for Fairbanks Drive. At that time Council authorized staff to communicate with the College development of the Reserve for the purpose of school sport and the terms of an agreement.
- 3.44 Council has an existing Joint Use Agreement (JUA) with the Department of Education and Child Development for the use of Mobara Park in Mawson Lakes. The College is aware of the terms of use as detailed in this agreement.
- 3.45 It is envisaged that a JUA for the use of the proposed sporting surface at the Reserve would be modeled on the terms of existing agreement for Mobara Park.
- 3.46 In their letter the College references that the terms of their commitment to the project is conditional on securing a "longer term" agreement over the use of the land.
- 3.47 Council normally grants five (5) year licenses to sporting clubs to access Council facilities. Section 202 of the Local Government Act empowers Council to grant a license of up to 21 years. It is noted that agreements beyond five (5) years require community consultation.
- 3.48 Should Council agree to proceeding with the scope of this project then detailed discussions surrounding the development of a JUA will be undertaken with the College by the Property and Buildings Division.

- 3.49 In conversations with the College consideration was given towards shared maintenance arrangements which might serve to reduce ongoing operational costs long term. It is proposed that Council would undertake all maintenance of the sports surface.
- 3.50 The terms of this agreement including sharing of costs, access arrangements and length of agreement will be brought back to Executive and then Council for consideration. It is anticipated that the terms of the agreement would be finalised and reported by June 2016.
- 3.51 It is further noted that as the location of the proposed car park is on Council land then a licence agreement would also need to be negotiated with Bethany School for its use. Council has negotiated a similar agreement with Holy Family Catholic School on Shepherdson Road in Parafield Gardens.

4. CONCLUSION / PROPOSAL

- 4.1 As a result of improvements to flood management of the Little Para River, it is now viable to utilize the south western portion of Fairbanks Drive Reserve to consolidate recreation provision and construct a sports surface for joint use between education and the community.
- 4.2 Traffic management measures have been reported to reduce speed and traffic congestion along Byron Bay Drive utilizing Council and School land.
- 4.3 The schools have confirmed in writing their financial commitment towards achieving the outcomes of this proposed project.
- 4.4 Should Council choose to proceed with this project a New Initiative Bid is required for the construction of the sports surface and traffic management measures, the costs of which are offset by financial contributions by the schools. This Bid has been prepared and submitted as part of the 2016/17 budget process. The upgrade and development of passive recreation opportunities would be funded through the existing reserve upgrade program.
- 4.5 The project demonstrates that urban development could be undertaken in underutilised areas of the Reserve without impacting on flood management or recreation however detailed feasibility analysis is yet to be undertaken.
- 4.6 The terms of a Joint Use Agreement are still to be negotiated with the schools and agreed to by Executive and Council.

CO-ORDINATION

Officer: EXECUTIVE GROUP

Date: 11/03/2016





- Legend**
- Dryland Open Space
 - Irrigated Open Space
 - Expanded Trail Provision
 - Reserve Post & Rail barriers with controlled vehicle access points
 - Fitness Trail Station
 - Picnic Shelter with BBQ
 - Passive Seating



Concept Masterplan Fairbanks Drive Reserve


Fairbanks Reserve
Paralowie

Drawn by PY
Approved by DC

Revision 04
January 2016



1:1000 @ A1
1:2000 @ A3



Temple Christian College

Pursuing excellence for the glory of God

Mr John Harry
Chief Executive Officer
City of Salisbury
PO Box 8
Salisbury, SA 5108

7 December 2015

Re: Latest Proposal of Fairbank Dr Reserve Development

Dear John,

City of Salisbury staff met with us on 30/11/15 and we thank you for the opportunity to discuss Council's plans in relation to the development of the Fairbanks Drive Reserve.

As you are aware, even though Bethany Christian School and Temple Christian College are totally separate entities, we work very closely with each other to provide Christian education with BCS offering Reception to Year 6 and TCC offering Years 7 to 12.

Both schools continue to build excellent reputations in the community and as a result, demand for enrolment remains strong. It is expected that BCS will have around 535 students and TCC around 480 students in 2016. TCC has no space for an oval and is reliant on leasing BCS's oval, which is already difficult, given the total enrolment between the two schools. In this regard, the development of the Fairbanks Drive Reserve is of critical importance to both schools.

We have considered the proposal and are willing to support it as follows:

- BCS will pay 100% of the cost of the access road on its land and 50% towards the cost of the car park behind the Early Learning Centre, up to a maximum of \$200K in total. The cost of the access road is estimated to be \$75K and the car park \$153K at this stage. This is based on the understanding that BCS parents will be allowed to use this car park on an ongoing basis.
- TCC will pay 50% of the cost of the oval up to a maximum of \$300K. The oval is estimated to cost around \$531K. This contribution is conditional on securing a long term exclusive use licence during school hours.

We understand that further detail is required regarding licencing use of the proposed oval including maintenance considerations and sharing of costs.

As we discussed in the meeting, we would like the Council to pursue any government grants that may be available to reduce the cost of the proposed development.

MILE END CAMPUS
2 Henley Beach Road, Mile End, SA, 5031
Phone: (08) 8405 0900

PARALOWIE CAMPUS
17 Countess Street, Paralowie, SA, 5108
Phone: (08) 8256 9600


Email: admin@templecc.sa.edu.au
www.templecc.sa.edu.au

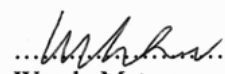
A Member of Adelaide Christian Schools

CRICOS PN:01179 ABN: 55 979 193 909

We thank you for your continued support for our schools and look forward to further discussions regarding the development, for the mutual benefit of both schools and the community.

Yours sincerely


.....
Marcel Rijken
Principal – Temple Christian College


.....
Wendy Matear
Principal – Bethany Christian School

ITEM	1.1.2
	POLICY AND PLANNING COMMITTEE
DATE	21 March 2016
HEADING	Reconciliation & NAIDOC Program: 2015 Evaluation and 2016 Program
AUTHOR	Julie Kalms, Community Planning Project Officer, Community Development
CITY PLAN LINKS	3.2 To have an engaged community with a strong sense of vitality, pride and belonging
SUMMARY	This report will provide an overview of the evaluation undertaken for the 2015 Reconciliation and NAIDOC program and outline the proposed 2016 program.

RECOMMENDATION

1. Information be received and noted.

ATTACHMENTS

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

1. Salisbury Community Reconciliation & NAIDOC program 2015
2. Reconciliation & NAIDOC 2015 Program Evaluation

1. BACKGROUND

- 1.1 For over 10 years the City of Salisbury has annually coordinated a program of public events/activities to celebrate Aboriginal culture across the Salisbury region, and recognise Reconciliation Week (27 May to 3 June) and NAIDOC Week (early July).
- 1.2 The program of events is usually held throughout Salisbury in various facilities including Community Centres, Twelve 25 Youth Enterprise Centre, Libraries, John Harvey Gallery and Judd Street Laneway. The complete 2015 program is attached to this report for information (attachment 1).
- 1.3 The program is launched at a Council event and promoted across Salisbury and the wider community. In 2015 the program was launched at the inaugural '*Reconciliation in the North*' breakfast.
- 1.4 Works have commenced with the development of this year's program and this report will provide an overview of the :
 - evaluation of the 2015 program; and
 - the proposed 2016 program.

2. CONSULTATION / COMMUNICATION

2.1 Internal

- 2.1.1 A planning group has been formed including staff from Community Centres, Community Planning and Vitality Division, Twelve25 Youth Enterprise Centre, Salisbury Library Services and Communications and Customer Relations. The planning group is involved in the program's development and promotion.
- 2.1.2 Planning Group members were also involved in the evaluation of last years Program.
- 2.1.3 The Reconciliation Action Plan Working Group, at the 10 November 2015 meeting, reviewed the 2015 program and provided ideas for the program launch for 2016. A member of the Working Group will be working with staff for the development of this event.

2.2 External

- 2.2.1 Consultation was undertaken with the external event organiser for the planning of the Adelaide Planetarium event.
- 2.2.2 Participants attending events were invited to provide feedback on the 2015 program to inform future planning.
- 2.2.3 The program brochure is distributed widely through Council facilities and on Council's website.
- 2.2.4 The program was promoted through key contacts; Salisbury Aware; Live it Up Calendar in local Messenger; Salisbury Snapshot; Salisbury website; Salisbury email banner; Council's Facebook page; and, the Mayor's radio program.

3. REPORT

2015 Evaluation

- 3.1 In 2015 ten events were held across Salisbury in various locations. At least 526 people attended these events, an increase from approximately 350 in 2014. It is noted that in 2015 three events were booked out. Participant numbers were unknown for exhibition events due to walk-through traffic.
- 3.2 An evaluation of the Reconciliation & NAIDOC events 2015 was undertaken to inform future planning. Feedback was received from event organisers and participants attending the events. A copy of the evaluation report is attached.
- 3.3 In total 153 completed evaluation forms were received of which 22 % of respondents identified as Aboriginal and/ or Torres Strait Islander.
- 3.4 The participants who provided positive responses in relation to the program reported that the activity was:
 - relevant to Reconciliation/ NAIDOC (89%);
 - informative about Aboriginal culture (78%);
 - enjoyable (87%); and
 - held in a suitable venue (96%).

- 3.5 Participants suggested ideas for future events including:
- more Aboriginal guest speakers, including young Aboriginal leaders;
 - learning more about Aboriginal culture;
 - more school programs/ youth activities; and
 - more performances.
- 3.6 The evaluation found that the program helped:
- increase knowledge and celebration of Aboriginal culture;
 - help young people learn, understand and embrace other cultures;
 - skills development and showcasing talent of local Aboriginal artists and performers; and
 - community members of all ages participating in activities.
- 3.7 The Reconciliation & NAIDOC program was widely promoted across Salisbury and the wider community. This included distribution of 5,000 program brochures to Community Centres; Libraries; James Street and Operation Centre receptions; local businesses; contact lists including local Aboriginal organisations; schools; and, neighbouring Councils. Information was also promoted in Salisbury Aware; local Messenger; Mayor's radio program; and, Reconciliation SA website.
- 3.8 Feedback provided by event organisers and participants indicated that the Salisbury Community Reconciliation & NAIDOC program continues to provide an outstanding opportunity for engaging with the local and wider community to celebrate Aboriginal culture across the Salisbury region, and, recognise the significant dates of Reconciliation and NAIDOC Weeks.

2016 Program

- 3.9 Based on the findings from the 2015 evaluation, planning for the 2016 program has commenced. It is anticipated that the program will include:
- an event with music/ art activation activities in Judd Street Laneway;
 - exhibition 'Call to Country' at The Mawson Centre;
 - art exhibition with Marra Dreaming Indigenous Arts in the John Harvey Gallery;
 - Aboriginal flag raising ceremony and cultural activities at Pooraka Farm Community Centre;
 - themed storytime and school holiday program activity at Salisbury Library service;
 - garden/ bush tucker activity at Morella Community Centre;
 - youth event through Twelve25 Youth Enterprise Centre; and
 - Aboriginal Skies course at Adelaide Planetarium UniSA Mawson Lakes.
- 3.10 It is proposed that the Launch will include presentations by an Aboriginal keynote speaker and Aboriginal youth leaders; based on the 2016 Reconciliation theme 'Our History, Our Story, Our Future'. The date of the event hasn't been finalised to date.

4. TIMELINE

4.1 The proposed timeline for the 2016 program development is:

- program brochures prepared by end of April.
- program brochures and invitations to the launch event distributed early May.
- program launch at event anticipated to be held in the week leading into the beginning of Reconciliation Week.

5. BUDGET

5.1 The total expenditure for the 2015 program was \$6,792 for City of Salisbury events (excluding the external Adelaide Planetarium event). The costing for each event was as follows:

Event	Event organisers	Budget/ cost for event
Reconciliation in the North Breakfast (Launch event)	Community Planning and Vitality	\$2,896 - Community Planning & Vitality budget \$983 income from ticket sales
Potluck Yarning Circle	Burton Community Centre	\$800 – Burton Community Centre budget
Recognising Aboriginal War Service	Twelve 25	\$350 - Twelve25 Budget
NAIDOC Art Exhibition	Community Planning and Vitality	\$1,500 - Cultural Development budget
Aboriginal Artefacts & the Dreamtime	Library Services	\$88 - Library Budget
Better Worlds Art Gallery Aboriginal Dreaming	Mawson Community Centre	\$150 - Mawson Centre budget
Standing on Sacred Ground (Learn, Respect and Celebrate - Flag Raising Ceremony)	Pooraka Farm Community Centre	\$600 - Pooraka Farm Community budget
Aboriginal Celebration at Judd St Laneway	Community Planning and Vitality	\$2,841 total -\$2,000 NAIDOC Grant (Department of Prime Minister and Cabinet) -\$485: Drug and Alcohol Framework budget -\$356: Youth Council Drug and Alcohol Project Team budget
Dreamtime Story and Craft	Library Services	\$50 - Salisbury Library budget
Aboriginal Skies Course	Adelaide Planetarium	Approx. \$700 Cost to participants- \$30

5.2 A breakdown of the expenditure for the 2015 program is outlined in the attached evaluation report.

- 5.3 As with previous years the 2016 Reconciliation and NAIDOC program will be funded from the existing budget allocation of \$3,500 for Aboriginal Development Reconciliation Activities.
- 5.4 This funding will be utilised for the:
- production of 5,000 program brochures; and
 - program launch event.
- 5.5 It is noted that event organisers cover the costs of their individual events included in the program.

6. CONCLUSION / PROPOSAL

- 6.1 Feedback from the evaluation for the 2015 program of events has been incorporated into the planning for the 2016 Reconciliation & NAIDOC program.
- 6.2 Program brochures for Reconciliation and NAIDOC activities in the Salisbury community will be available in May.
- 6.3 The program will be actively promoted throughout the Salisbury community.
- 6.4 The development of the program has the support of Council's Reconciliation Action Plan Working Party and supports the objectives of the Council's endorsed Reconciliation Action Plan.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 11.03.16

Important dates

26 May

NATIONAL SORRY DAY

This day is about coming together to share the steps towards healing for the Stolen Generations, their families and communities.

27 May to 3 June

NATIONAL RECONCILIATION WEEK

Reconciliation Week is a time for all Australians to learn about our shared histories, cultures and achievements and to explore how each of us can join the national reconciliation effort. The theme for 2015 is It's Time to Change it Up.

3 June

MABO DAY

The Mabo decision was named after Eddie Mabo, the man who challenged the Australian legal system and fought for recognition of the rights of Aboriginal and Torres Strait Islander peoples as the traditional owners of their land. The landmark legal decision was made by the High Court on 3 June 1992.

5 to 12 July

NAIDOC WEEK

NAIDOC is a celebration of Aboriginal and Torres Strait Islander cultures and an opportunity to recognise the contributions of Aboriginal and Torres Strait Islander people. The 2015 theme is We All Stand on Sacred Ground - Learn, Respect and Celebrate. This year the theme highlights Aboriginal and Torres Strait Islander peoples' strong spiritual and cultural connection to land and sea.

All year access

ACCESS TO ABORIGINAL AND TORRES STRAIT ISLANDER RESOURCES

The City of Salisbury Library Branches have access for the public to many resources in different formats covering a wide range of Aboriginal and Torres Strait Islander subjects, such as History, Arts and Crafts, Politics, Food and Local History.

Access to resources include books, film, genealogy and newspapers.

Call 8406 8283 for more details.



Salisbury Community
**Reconciliation
& NAIDOC**
program 2015

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City of Salisbury
12 James Street, Salisbury 5108
South Australia
PO Box 8, Salisbury SA 5108

Telephone 08 8406 8222
or TTY 08 8406 8596 (for people with a hearing impairment)
Facsimile 08 8281 5466
Website www.salisbury.sa.gov.au/reconciliation
Email city@salisbury.sa.gov.au
Facebook www.facebook.com/cityofsalisbury
Twitter www.twitter.com.au/cityofsalisbury

For specific event enquiries please refer to the contact listed for each event.

Art 'The Meeting Place', by group 'Discover the Artist Within', 'Working Together' by Jannetta Barro and 'Together Weaver' by Mariana Tadic and

A calendar of events and activities happening across Salisbury to celebrate Aboriginal culture


CITY OF
Salisbury

Salisbury Community Reconciliation & NAIDOC program 2015

On behalf of the City of Salisbury I would like to acknowledge these events are being held on the traditional Country of the Kurna people of the Adelaide Plains and pay respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kurna people living today. It's with great pleasure that I present this fantastic program of events.

Gillian Aldridge
Mayor, City of Salisbury

Thursday 21 May • 7.30am - 9.30am
Parafield Gardens Community Club Function Room
65 Shepherdson Road, Parafield Gardens

RECONCILIATION IN THE NORTH BREAKFAST
Keynote speaker SA Commissioner for Aboriginal Engagement Khatija Thomas, speaking about Aboriginal employment and training.

Register online at www.recon2015.eventbrite.com.au by Friday 15 May 2015. Tickets \$15. Call Julie Kalms on 8406 8304 for more details.

Friday 29 May • 5pm - 9pm
Burton Community Centre
386 Waterloo Corner Road, Burton

POTLUCK YARNING CIRCLE

Sudanese, Bantu, Vietnamese, Cambodian and Indian communities are coming together with local Aboriginal families to cook and yarn together. Each group will teach each other how to cook their own traditional food and eat this together as a potluck dinner.

Traditional arts and craft with Aboriginal Elders available for children.

After dinner, a panel with representatives from each multicultural and Aboriginal group will yarn together, share stories and experiences on what reconciliation and anti-racism means to them.

Bookings by 22 May. Call 8280 8843 for more details.

Saturday 30 May • 6.30pm - 9.10pm
Salisbury RSL, 19 Park Terrace, Salisbury

RECOGNISING ABORIGINAL WAR SERVICE
Meal, viewing of 'The Wongi Warrior' film and live performance by Brutha 'n' I

Salisbury RSL is open from 6.30pm for a meal. Brutha 'n' I performing at 7.30pm, a coming together of the Ratham boys, reflecting on their Aboriginal history with covers and original music. From 8pm, viewing of Wongi Warrior (rated PG). This 45-minute film about a boy who uses a journal to bring to life the adventures of his war hero grandfather. A collaboration between independent film-makers and Indigenous community elders to voice the stories of their land.

Cost: \$15 per person (includes meal with last orders at 7.15pm and a \$5 donation to Legacy).

For further information and online bookings at www.e.mybookingmanager.com/WongiWarrior or visit Twelve25 Youth Centre, 17 Wiltshire Street, Salisbury for tickets (cash only) until Friday 29 May.

1 July to 17 July
John Harvey Gallery
12 James Street, Salisbury

NAIDOC ART EXHIBITION

This exhibition is a series of silk paintings developed as a part of a workshop run at Marra Dreaming.

For more information about the exhibition or workshops, call Mara Dreaming on 8285 2311 or email indigenouarts@marradreaming.com.au.

Visit www.salisbury.sa.gov.au/johnharveygallery exhibitionprogram for exhibition opening times.

Friday 3 July • 10.30am - 11.30am
Salisbury West Branch Library
Hollywood Boulevard, Salisbury Downs

ABORIGINAL ARTEFACTS & THE DREAMTIME

Wally Kite will be taking us on a journey through hunting, gathering, customs and traditions. He will also be telling some Dreamtime stories.

Call Katherine Hajdu on 8406 8285 for more details.

**5 July to 12 July • 9am - 7pm • Monday to Friday
9am - 5pm • Weekends**

The Mawson Centre
2-8 Main Street, Mawson Lakes

BETTER WORLDS ART GALLERY ABORIGINAL DREAMING

The artwork depicts Aboriginal Dreaming stories which relate not only to the Australian landscape, but to the whole planet and cosmos. During the Dreaming, the Australian Aboriginal world was created and extends from the distant past to our present.

Call The Mawson Centre on 8302 5449 for more details.

Wednesday 8 July • 10.30am - 2.00pm
Pooraka Farm Community Centre
126 Henderson Avenue, Pooraka

STANDING ON SACRED GROUND

Learn Respect, Celebrate Flag Raising Ceremony

Flag Raising Ceremony at Henderson Square. Displays of the history of Point Pearce and Bookayanna Mission. Also, a Wadjadi Werra scrub meal, storytelling, children's cultural crafts and games, cultural & health information stalls and guest speakers.

Call Heather Hewitt on 8406 8488 for more details.

Thursday 9 July • 1pm - 4pm
Judd Street Laneway
Salisbury

ABORIGINAL CELEBRATION AT JUDD ST LANEWAY

For youth aged 12 - 25 years

Free event for youth. Music and art by Aboriginal artists. Table tennis competition with prizes.

Call 8406 8368 or email youthcouncil@salisbury.sa.gov.au for more details.

Friday 10 July • 11am - 12.30pm
Mawson Lakes Library
2-8 Main Street, Mawson Lakes

DREAMTIME STORY AND CRAFT

Celebrate NAIDOC Week by sharing special Dreamtime stories and create a unique hand painted craft (for children under 8).

Free session, bookings essential. Call 8406 8233 for more information.

Friday 10 July • 7.30pm - 9.30pm
Adelaide Planetarium, UniSA Mawson Lakes
Building P, Level 2, Mawson Lakes

ABORIGINAL SKIES COURSE

Aboriginal Australians have been looking at the night sky for thousands of years. During this time, they have been able to build up a complex knowledge of the stars and their movements.

Come and learn how to find the different constellations (stellar patterns) as seen by Indigenous groups throughout Australia. Hear about the Dreaming stories that relate to the night sky and learn about how constellations like the Southern Cross and Orion are seen by Aboriginal Australians.

Cost: \$30.00

For more information and bookings, visit unisa.edu.au/planetarium.

Reconciliation & NAIDOC Program 2015

Evaluation Report



Artwork: 'The Meeting Place' by group Discover the Artist Within; 'Working Together' by Jannette Barna.

Background and Aims

For over 10 years the City of Salisbury has annually coordinated a program of public events/activities to recognise the significant dates of Reconciliation and NAIDOC weeks; and to celebrate Aboriginal culture across the Salisbury region.

The City of Salisbury's ongoing commitment to the program that promotes community awareness about Aboriginal culture is highly regarded across the community.

In 2015 Reconciliation Week was 27 May to 3 June with the National theme: *It's Time to Change it Up*; and NAIDOC Week was 5 - 12 July with the National theme *We All Stand on Sacred Ground – Learn, Respect and Celebrate*.

The events/activities recognising Reconciliation and NAIDOC Weeks link to the Reconciliation Action Plan actions for:

- recognition of significant dates: the City will recognise and support a program of events significant to Aboriginal dates;
- cultural promotion: the City will identify opportunities to promote Aboriginal culture;
- cultural arts partnership: the City will continue to develop arts and cultural partnerships for the delivery of Aboriginal arts programs; including with Marra Dreaming; and
- library resources: the City will make available a range of resources for children and young people to educate them about Aboriginal culture and history.



Reconciliation in the North (launch) event

Overview 2015 Program

The Salisbury Community Reconciliation & NAIDOC program of events and activities was developed in coordination with event organisers, the Communications Officer and representatives from the Reconciliation Action Plan Working Group. A promotional brochure was developed and distributed across the local and wider community.

Events were held throughout Salisbury in various facilities from 21 May to 17 July. The program was launched by the Deputy Mayor at the *Reconciliation in the North* event on 21 May.

The events ranged in their focus, location and target audience. At least 526 people attended in total across the 10 events.

The events promoted and held in 2015 were:

Event	Event organisers	Location	Date/ Time	Number attended
Reconciliation in the North Breakfast (Launch event)	Community Planning and Vitality – Julie Kalms	Parafield Gardens Community Club	21 May 7.30am –to 9.30am	84 (capacity 100)
Potluck Yarning Circle	Burton Community Centre – Jack Nadar	Burton Community Centre	29 May 5pm to 9pm	60
Recognising Aboriginal War Service	Twelve 25 – Rick Henke	Salisbury RSL	30 May 6.30pm to 9.10pm	45
NAIDOC Art Exhibition	Community Planning and Vitality – Tabatha Pettigrew	John Harvey Gallery	1 – 17 July Gallery opening hours	Unknown – Gallery walk through
Aboriginal Artefacts & the Dreamtime	Library Services – Katherine Hadju	Salisbury West Library	3 July 10.30am to 11.30am	75 (booked out)
Better Worlds Art Gallery Aboriginal Dreaming	Mawson Community Centre– Claudine Spinner	Mawson Centre	5 – 12 July	Unknown - walk through traffic
Standing on Sacred Ground (Learn, Respect and Celebrate - Flag Raising Ceremony)	Pooraka Farm Community Centre - Heather Hewitt/ Aboriginal community	Pooraka Farm Community Centre	8 July 10.30am to 2pm	60
Aboriginal Celebration at Judd St Laneway	Community Planning and Vitality – Julie Brett	Judd St Laneway Salisbury	9 July 1pm to 4pm	150 (approx)
Event	Event organisers	Location	Date/ Time	Number attended

Event	Event organisers	Location	Date/ Time	Number attended
Dreamtime Story and Craft	Library Services - Naomi Le Poidevin-Racic	Mawson Centre Library	10 July 11am to 12.30pm	32 (booked out)
Aboriginal Skies Course	Adelaide Planetarium- Allison Price	Adelaide Planetarium – UniSA Mawson Lakes	10 July	44 (booked out)



Marra Dreaming - Silk art work for NAIDOC Art exhibition

Participants' Feedback Summary

The Reconciliation & NAIDOC Event evaluation form asked participants for feedback about the event they attended. The feedback received from all events was collated and is summarised below. A total of 153 participants submitted their evaluation forms at the event location, noting that 22% of respondents identified as Aboriginal and/or Torres Strait Islander. (Note: not all participants completed an evaluation form; and, for some evaluations not all questions were answered.)

Overall the responses were very positive in relation to the activity, information about Aboriginal culture, enjoyment of the activity and venue suitability.

'The stories this year were great and should be done every year' (Standing on Sacred Ground)

Please indicate your feelings about your experience with the activity.					
	1 Not at All	2	3	4	5 Very Good
I found the activity relevant to Reconciliation/ NAIDOC	1%	1%	9%	25%	64%
The activity was informative about Aboriginal culture	1%	7%	14%	22%	56%
The activity was enjoyable		2%	11%	19%	68%
The venue was suitable		1%	3%	13%	83%

22% of participants also responded that they had attended other Reconciliation or NAIDOC events.

“This is the first event, planning to attend more”

Respondents indicated their ideas for future events that included:

- more Aboriginal guest speakers;
- stories from young Aboriginal leaders;
- learning more about Aboriginal arts, culture, language, food, traditions, dance, weaving etc;
- more school programs/ youth activities;
- musicians/ concerts/ performances;
- comedians;
- Aboriginal culture literature for children/ storytelling;
- cultural tours/ guided walks; and
- sports eg: footy, basketball, netball.

“More like this where you can learn new things about other cultures and share food/ crafts. You can take more memories away and it is enjoyable.” (Potluck Yarning Circle)



Dreamtime Story and Craft- Mawson Lakes Library

Event Organisers’ Feedback Summary

Event organisers provided feedback about their event. Responses identified that the key objectives had been achieved to:

- celebrate the significant dates of Reconciliation and/ or NAIDOC week;
- Participate in the Salisbury Community Reconciliation & NAIDOC activities/ events; and
- increase community knowledge and participation of local services.

Outcomes included:

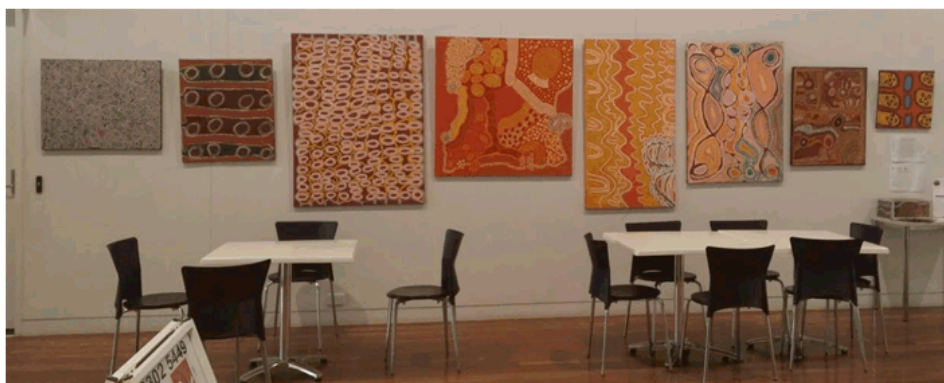
- increased knowledge of Aboriginal culture;
- celebrating cultural heritage and history of Aboriginal and Torres Strait Islander community through modern interpretation of traditional stories and art works;

- helping young people learn, understand and embrace other cultures;
- skills development and showcasing of local artists;
- high quality of work in exhibition, people passing by and coming to look at the art work and the amount of sales;
- positive comments from teachers attending with students at session;
- young Aboriginal performers showcasing their talents; celebrating talents of young Aboriginal people; and
- community members of all ages participating in games and dot painting.

“Children really enjoyed the Dreamtime story and created their own artwork inspired by the Aboriginal and Torres Strait Culture.” (Dreamtime Story and Craft)

Responses from event coordinators also indicated that considerations for future events/ activities include:

- holding events during NAIDOC week for some target groups has to be considered with NAIDOC week falling during school holidays;
- ‘Word of mouth’ promotion through schools; and
- potentially targeting groups from specific organisations to attend event.



Better Worlds Art Gallery Aboriginal Dreaming – Mawson Centre

Promotion

The Salisbury Reconciliation & NAIDOC program 2015 was widely distributed across Salisbury and the wider community. A total of 5,000 copies of the brochure were distributed and information was also distributed electronically. This included:

- Elected Members and City of Salisbury staff;
- the public through Reception – James Street, Operations Centre, Community Centres, Libraries, Salisbury Aware, Messenger, at events/ activities, Mayor’s Radio program, Council websites, Reconciliation SA website and email banner;
- local schools;
- Aboriginal organisations; and other local businesses and organisations;

- other northern Adelaide Councils: Playford, Tea Tree Gully and Gawler; and
- networks.

The Reconciliation & NAIDOC banners were displayed in the James Street Reception foyer and pull-up banners were available to borrow for events/activities.

Some event organisers additionally promoted their activities to key contacts, via subscription lists, site websites, social media and flyers.

Participants responded about how they found out about the event they attended. This was predominantly through the brochure, direct mail out/ emails; Council sites; at schools; at organisations/ worksites; websites/ social media; Salisbury Aware; and Messenger. 'Word of Mouth' was also a key way of finding out about events; and for some participants they were 'just walking past'.



Aboriginal Celebration at Judd St Laneway

The participants were asked about their access to the Salisbury Community Reconciliation & NAIDOC program 2015 brochure and most responses indicated that access was at the event, direct mail out/ email and at Council sites. Other locations identified were websites, schools and businesses/ organisations/ worksites.

Budget

The Aboriginal Development Reconciliation/ NAIDOC Week activities budget 2015 was \$3,500 which was allocated as follows:

- \$ 1,309 - printing of 5000 program brochures;
- \$ 278 - purchase of a promotional pull-up banner; and
- \$ 1,913 - the program launch event – Reconciliation in the North Breakfast.

The total expenditure for City of Salisbury events (excluding the external Aboriginal skies event) was \$6,792. The costing for each event is outlined in the following table.

Event	Event organisers	Location	Date/ Time	Number attended	Budget/ cost for event
Reconciliation in the North Breakfast (Launch event)	Community Planning and Vitality	Parafield Gardens Community Club	21 May 7.30am –to 9.30am	84 (capacity 100)	\$2,896 – Community Planning & Vitality budget (\$983 income for \$15/ ticket sales for subsidised breakfast) = \$22.80 cost/head
Potluck Yarning Circle	Burton Community Centre	Burton Community Centre	29 May 5pm to 9pm	60	\$800 – Burton Community Centre budget = \$13.30 cost/head
Recognising Aboriginal War Service	Twelve 25	Salisbury RSL	30 May 6.30pm to 9.10pm	45	\$350- Twelve25 Budget plus cost to participants \$15 (meal and \$5 donation to Legacy) = \$7.80 cost/head
NAIDOC Art Exhibition	Community Planning and Vitality	John Harvey Gallery	1 – 17 July Gallery	Unknown – Gallery walk through	\$1,500 – Cultural Development budget
Aboriginal Artefacts & the Dreamtime	Library Services	Salisbury West Library	3 July 10.30am to 11.30am	75 (booked out)	\$88- Salisbury Library budget = \$1.20 cost/head
Better Worlds Art Gallery Aboriginal Dreaming	Mawson Community Centre	Mawson Centre	5 – 12 July	Unknown - walk through traffic	\$150 - Mawson Centre
Standing on Sacred Ground (Learn, Respect and Celebrate - Flag Raising Ceremony)	Pooraka Farm Community Centre	Pooraka Farm Community Centre	8 July 10.30am to 2pm	60	\$600- Pooraka Farm Community Centre budget = \$10 cost/head
Aboriginal Celebration at Judd St Laneway	Community Planning and Vitality	Judd St Laneway Salisbury	9 July 1pm to 4pm	150 (approx)	\$2,841 total from -\$2,000 NAIDOC Grant (Department of Prime Minister and Cabinet) -\$485: Drug and Alcohol Framework budget -\$356: Youth Council Drug and Alcohol Project Team budget = \$19 cost/head This included funding for Welcome to Country (\$200); marque and stage

Event	Event organisers	Location	Date/ Time	Number attended	Budget/ cost for event
					hire (\$500); sound technician and performers (\$600); photographer (\$300); MC (\$300); arts supplies (\$240); catering (\$216); prizes (\$485).
Dreamtime Story and Craft	Library Services	Mawson Centre Library	10 July 11am to 12.30pm	32 (booked out)	\$50 – Salisbury Library budget = \$1.60 cost/head
Aboriginal Skies Course	Adelaide Planetarium	Adelaide Planetarium – UniSA Mawson Lakes	10 July	44 (booked out)	Approx. \$700 Cost to participants- \$30 = \$16 cost/head

Responses from event organisers indicated that events were mainly funded through a range of sources including existing budget streams; and, participant payments for the event.



Aboriginal Celebration at Judd St Laneway

Summary

The Reconciliation & NAIDOC program of events provides an excellent opportunity for engaging the local and wider community in sharing, learning and celebrating Aboriginal culture in the Salisbury Community.

The variety of events enables a wide cross-section of the community to engage in the Reconciliation & NAIDOC program. The Salisbury Community Reconciliation & NAIDOC program is a public recognition of the City of Salisbury's commitment to Reconciliation.

ITEM

1.3.1

POLICY AND PLANNING COMMITTEE

DATE

21 March 2016

PREV REFS

Policy and Planning Committee

1.3.2

16/02/2015

Council

GB1

02/03/2015

HEADING

Salisbury Heights Encumbrance Removal

AUTHOR

Amanda Berry, Policy Planner, 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

2.5 To have sustainable and resilient built environments that contribute to quality amenity

SUMMARY

This report seeks Council endorsement for the removal of an encumbrance that applies to properties adjoining Coomurra Drive, Salisbury Heights. The encumbrance seeks to restrict land division within the area and is inconsistent with the policies introduced through the Salisbury Heights Residential Development Plan Amendment which was approved by the Minister for Planning in July 2015.

RECOMMENDATION

1. The encumbrance (registered encumbrance no. 5248154) applying to properties adjoining Coomurra Drive, Salisbury Heights that limits land division, be removed due to the encumbrance being inconsistent with Council’s approved policy position reflected in the authorisation of the Salisbury Heights Residential Development Plan Amendment by the Minister for Planning on 2 July 2015.

2. The Chief Executive Officer be authorised to prepare and execute all relevant documents to give effect to the removal of the registered encumbrance no. 5248154.

ATTACHMENTS

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

1. Attachment 1 - Area covered by encumbrance

1. BACKGROUND

1.1 Council endorsed the Salisbury Heights Residential Development Plan Amendment in March 2015. The DPA was subsequently approved by the Minister for Planning in July 2015.

- 1.2 The DPA amended zoning and policies that applied to an area at Salisbury Heights to enable creation of additional residential allotments.
- 1.3 The report to the Policy and Planning Committee in February 2016 advised of the need for the encumbrance to be extinguished should the DPA be approved by the Minister for Planning.
- 1.4 A map of the area covered by the encumbrance is provided as **Attachment 1**.

2. CONSULTATION / COMMUNICATION

2.1 Internal

- 2.1.1 The Development Services and Property Services division have been consulted during preparation of this report.

2.2 External

- 2.2.1 Significant public consultation regarding the proposed amendment to enable land division in the area occurred during the DPA process. Property owners within the area affected were personally notified of the proposed changes.

3. REPORT

- 3.1 An encumbrance (sometimes called a covenant) is registered on the title of a property and acts to restrict the use of the land. It is an agreement between the encumbrancee (in this case the encumbrancee is Council) and the land owner. In other examples, a developer may establish an encumbrance over a new housing estate to control the type of development that may occur (e.g. colour of fencing or roof colour and pitch).
- 3.2 It is important to recognise that the Environment, Resources and Development (ERD) Court does not consider that an encumbrance is a relevant issue in determining the appropriateness of a proposed development. The ERD Court has clarified that a planning authority must be concerned only with the requirements of the Development Act, Regulations and the relevant Development Plan. Any restrictions under an encumbrance must be dealt with separately.
- 3.3 The encumbrance that applies to the area at Salisbury Heights was established in 1983 and sought to control the following:
 - 3.3.1 Restrict further land division
 - 3.3.2 Require approval of the Council for horse keeping; and
 - 3.3.3 Require any structure or fencing constructed of galvanized iron to be painted in pastel colours
- 3.4 The issue of whether land division may be permitted in the area was considered and resolved through deliberations during the Salisbury Heights Residential DPA process in 2014/15. The Development Plan has subsequently been amended to provide policy to guide division of new allotments within the area.
- 3.5 The issue of horse keeping is already adequately controlled through the *Development Act 1993* which requires planning approval for the keeping of more than one horse per 3 hectares of land used for such purposes, or where hand feeding of a horse is involved.

- 3.6 The provision relating to the need for galvanized iron to be painted in pastel colours is considered to be outdated and no longer relevant.

4. CONCLUSION

- 4.1 The formal endorsement of Council is sought to extinguish the encumbrance as its provision are no longer consistent with Council-approved Development Plan policy that applies to the area, and other provisions are considered to be out dated or unnecessary.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 11.03.16

ITEM	1.7.1
	POLICY AND PLANNING COMMITTEE
DATE	21 March 2016
HEADING	Communications Plan - Bringing the 'Living City' to Life
AUTHOR	Michael Bennington, Manager Communications & Customer Relations, Community Development
CITY PLAN LINKS	3.2 To have an engaged community with a strong sense of vitality, pride and belonging 4.6 To provide our customers with excellent service that meets their needs
SUMMARY	This report is to table the City of Salisbury Communications Plan – Bringing the 'Living City' to Life to Council for adoption. The Plan has been developed based on research and consultation undertaken with stakeholders on past and future communication methods undertake by the City of Salisbury.

RECOMMENDATION

1. The information be received.
2. The City of Salisbury Communications Plan – *Bringing the 'Living City' to Life*, forming Attachment 1 to this report (Policy and Planning Committee, Item No. 1.7.1, 21/03/2016) be adopted.

ATTACHMENTS

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

1. City of Salisbury Communications Plan - Bringing the "Living City" to Life

1. BACKGROUND

- 1.1 The Communications Plan - *Bringing the 'Living City' to Life* main objective is to strengthen Council's relationship with the community and other key audiences, through proactive communication and engagement.
- 1.2 The Plan was developed with our vision and City Plan at the forefront to support and enable the communication to our community and stakeholders of our City's shared vision.
- 1.3 The Plan's emphasis is on strategic communication that focuses on our community and stakeholders preferred methods of communicating and receiving communication from Council.
- 1.4 The Plan will leverage our strengths and assist us to work together with our community and stakeholders in shaping our Living City.

2. CONSULTATION / COMMUNICATION**2.1 Internal**

- 2.1.1 Elected Member Presentation
- 2.1.2 Executive Presentation
- 2.1.3 Divisional Manager Presentation at Luminosity
- 2.1.4 Discussions with individual Divisional Managers on specific objectives and strategic themes.

2.2 External

- 2.2.1 Community Perceptions Survey Data
- 2.2.2 Research data on our Customer Service and Communications to the Community.

3. REPORT

- 3.1 The City of Salisbury continues to be committed to improving communication and interactions with our community.
- 3.2 Our commitment to improving communication will ensure that information about our City and its services will be communicated when and how our community requires it.
- 3.3 Our communication will build community pride and belonging. Providing timely and informative information about City services and successes that develop a positive reputation and build pride in the community.
- 3.4 Our communities pride in belonging to the 'Living City' will draw people to our communities, encourage business growth, and strengthen our City.
- 3.5 This plan aims to leverage our strengths and work together with our community in shaping our Living City.
- 3.6 A City's identity is more than the Council logo, it is how we express and portray who we are, our values, culture and what we strive for, it should guide our communication to our community.
- 3.7 We have defined our City identity as the "Living City" so that we can share our unique story through all aspects of our communication.
- 3.8 To develop an identity our communication, be it images, language, colours or logo needs to encompass the essences of our City identity.
- 3.9 This plan has been developed to identify communication priority areas for the next three years.
- 3.10 It includes actions to be implemented to ensure we improve our communication between Council, the community and staff.
- 3.11 We will seek to provide communication services in the most cost-effective manner and ensure we deliver informative and relevant information.

- 3.12 The focus of the Plan will be, that:
- 3.12.1 communication only works when messages are clear and easy to understand, and when it is a two-way process - It's not enough to talk - we also have to be able to listen.
 - 3.12.2 communication needs to be valued by the entire organisation; it is everyone's responsibility to communicate as part of every project, program or service.
- 3.13 To ensure we have effective and informative communication that benefits our community and develops partnerships that helps Council meet the goals and objectives of our City Plan, a set of *Guiding Principles* have been developed.
- 3.14 Through *Our Guiding Principles* we will improve community member's access to information about our City and its services, promise timely communication with community, promise to provide clear and useful information, and enhance two-way communication opportunities so our community is part of the decision-making process and outcomes.
- 3.15 The City of Salisbury Communications Plan: Bringing the 'Living City' to Life primary *Guiding Principles* are:

Two-Way Communication

Foster an environment in which our community can easily communicate with us and provide feedback on initiatives, programs and services.

Tone and Language

We will use a common tone and language to ensure consistency of message that is timely, accurate, clear, accessible and informative to build trust with our community.

Simple to understand

We will avoid technical language or jargon in order to ensure information is understandable for all the public.

How we communicate

We will use a variety of means to communicate with our community so it meets their needs.

Communication Culture

Communication will be valued by the entire organisation; it is everyone's responsibility to communicate as part of every project, program or service we deliver.

- 3.16 Four key strategic themes have been developed as the pillars that underpin the objectives and key actions of the Plan.
- 3.17 The four key strategic themes within the Plan are:

Strengthening the City of Salisbury identity

Goal: Embrace the 'Living City' identity by increasing and strengthening our sense of pride as the place to Live, Work and Play in Adelaide.

Building and creating a positive customer experience

Goal: Creating strong partnerships and interactions with our community through honest, professional and open interactions so that all community members receive a quality customer experience.

Better inform and build links through consistent communication

Goal: Communicate City of Salisbury news and information internally and externally in a timely, accurate and proactive manner, so the community as well as employees remain knowledgeable on all information about our City.

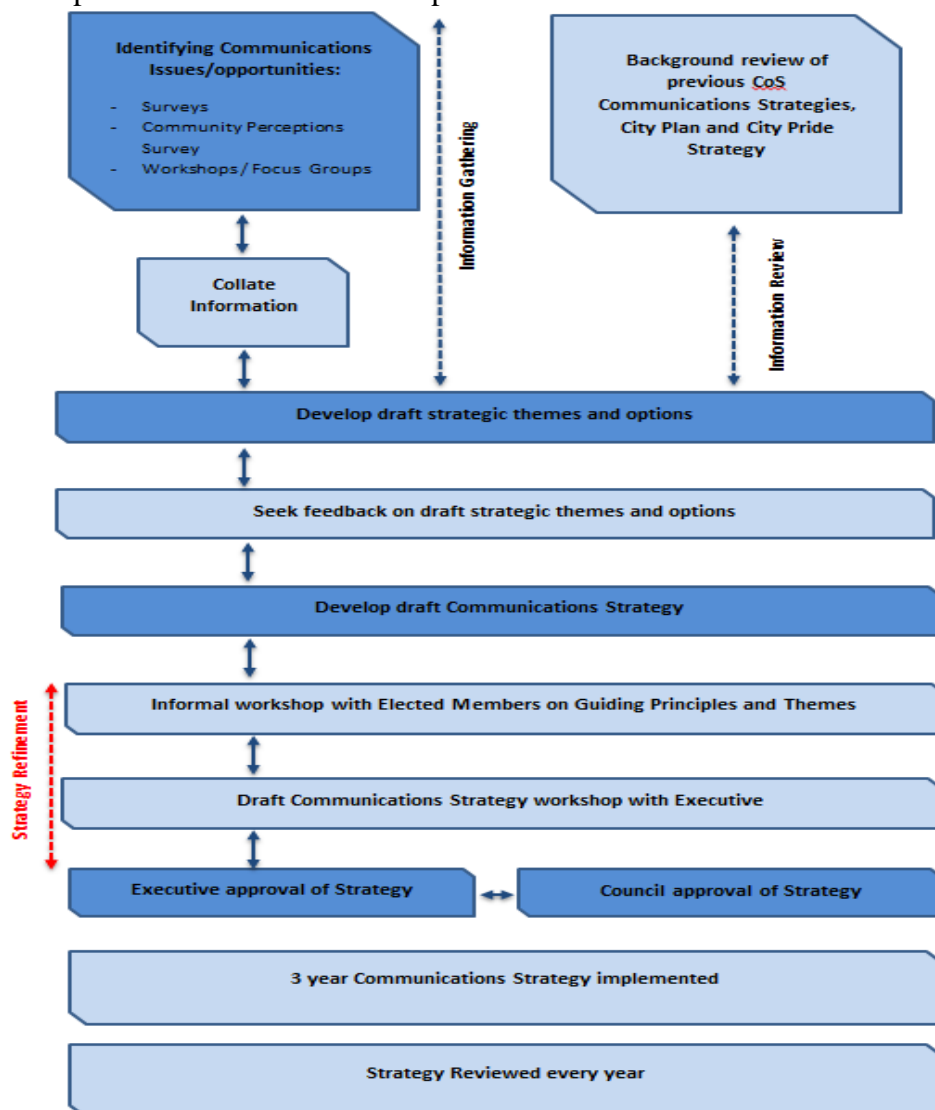
Creating a connected community

Goal: Encourage and invite all community members to become involved with shaping their community through decision-making processes by fostering interaction and engagement with Staff and Elected Members so that our community feels connected and involved.

Development of the Plan:

- 3.18 The Plan was developed based on research and consultation undertaken with stakeholders on past communication methods undertaken by the City of Salisbury.

3.19 The process for the development of the Plan is outlined below:



3.20 The proposed strategic themes and objectives of the Communications Plan were endorsed by Executive at its meeting on the 22 September 2015.

3.21 Following Executive endorsement, the strategic principles, themes along with the guiding principles and objectives of the Plan were presented to the Elected Members at a workshop on 2 November 2015.

3.22 Divisional Managers had also been presented the strategic principles and themes, along with the guiding principles and objectives of the Plan on 20 November 2015.

3.23 Further comments on the draft plan provided by Executive and Divisional Managers had also been incorporated which has formulated the plan that was endorsed by Executive for Council adoption prior to implementation.

3.24 The proposed budget for the first years of the communications plan will consist of \$30,000 in 2016/17 and ongoing for the delivery of the key actions identified as outlined with the communications plan and new initiative bid (NIB) NAN23475. Further key actions identified for 2017/18 and onwards will be presented to Council as part of future NIB budget processes.

Develop a communication campaign to promote and position the positive messages of our City Vision and Plan	\$10,000 per year
Promote our services and programs under the “Living City’ identity – Corporate Materials	\$5,000 per year
Establish an interpreting and translating service focused around our diverse community.	\$5,000 per year
Identify and translate key City publications to meet the needs of a diverse community.	
Host and promote quarterly “In Your Community” meetings in various neighbourhoods to inform community about City services, events and major project developments.	\$10,000 per year
Host and promote “Meet Your Elected Member” forums so community members can meet and have discussions with Elected Members.	

4. CONCLUSION / PROPOSAL

- 4.1 Research has shown that communication with community is a key driver to overall satisfaction in council performance. It is also at the heart of good customer service and effective, meaningful consultation and critical to delivery of the council's community leadership role.
- 4.2 For the City of Salisbury to achieve an engaged community with a strong sense of vitality, pride and belonging we need to have key outcomes that positively impact both the people who receive our services and the people who deliver them.
- 4.3 The Communications Plan - *Bringing the 'Living City' to Life* sets out the key strategies and objectives that will create a positive, informed community with pride for our City, and importantly a community that stays connected with Council.
- 4.4 This plan is an overarching document outlining Council’s communications promise to our Community over the next three years.
- 4.5 A branded promotional version of the communications plan which includes the strategic themes and objectives will be made available to the public.
- 4.6 All Council communication will reflect the principles outlined in this plan and our primary communications outcomes.
- 4.7 The Communications Plan - *Bringing the 'Living City' to Life* will be the communication enabler for Council in delivering our Vision: Salisbury - A flourishing City with opportunity for all.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 11.03.2016

City of Salisbury Communications Plan

***Bringing the ‘Living City’ to
Life***

***Salisbury - A flourishing City with
opportunity for all***

March 2016

Contents

> <i>Contents</i>	2
> <i>Mayor’s Introduction</i>	3
> <i>Snapshot of our Community</i>	4
> <i>Our Community and Customer Service Value</i>	8
> <i>Our Guiding Principles</i>	9
> <i>Organisational Link</i>	10
> <i>Our Desired Outcomes</i>	10
> <i>The ‘Living City’ Identity – Our Unique Story</i>	11
> <i>Our Strategies, Objectives and Key Actions</i>	11
• Strengthening the City of Salisbury identity	12
• Building and creating a positive customer experience	14
• Better inform and build links through consistent communication	16
• Creating a connected community.....	17

Mayor's Introduction

Salisbury is one of the most vibrant, dynamic, multicultural and diverse communities in Australia, that is home to more than 137,000 residents and 6,000

businesses. We are also the State's most productive manufacturing region and the source of considerable innovation.



The City of Salisbury continues to be committed to improving communication and interactions with our community. This commitment is drawn from our *City Plan 2030* “Salisbury - A flourishing City with opportunity for all” through our Key Direction: *Enabling Excellence* “Strengthen partnerships that enable us to better address our community’s priorities”.

Our commitment to improving communication will ensure that information about our City and its services will be communicated when and how our community require it, in a clear and informative manner, allowing our community to be part of the decision-making processes and outcomes.

Our communication will build community pride and belonging. Providing timely and informative information about City services and successes will develop a positive reputation for the City and build pride in the community. Salisbury is a proud and strong community, and an important part of building this sense of pride is to communicate the community’s and our achievements and successes. Our community pride in belonging to the ‘Living City’ will draw people to our communities, encourage business growth, and strengthen our City.

The City of Salisbury Communications Plan: *Bringing the ‘Living City’ to Life* outlines the strategic direction for communication and community interactions within our City. This plan aims to leverage our strengths and work together with our community in shaping our *Living City*. This plan has been developed to identify communication priority areas for the next three years. It includes actions to be implemented to ensure we improve our communication between the Council, the community and our staff.

This plan sets the framework for our communications and gives direction for all media, digital communications, internal communications, publications and marketing communications activity undertaken on behalf of the City of Salisbury.

We will use the most appropriate channels of communications to reach our wide variety of audience's including community, employees, businesses, community partners and all levels of government. We will seek to provide communication services in the most cost-effective manner and ensure we deliver informative and relevant information.

Communication only works when messages are clear and easy to understand, and when it is a two-way process. It's not enough to talk - we also have to be able to listen.

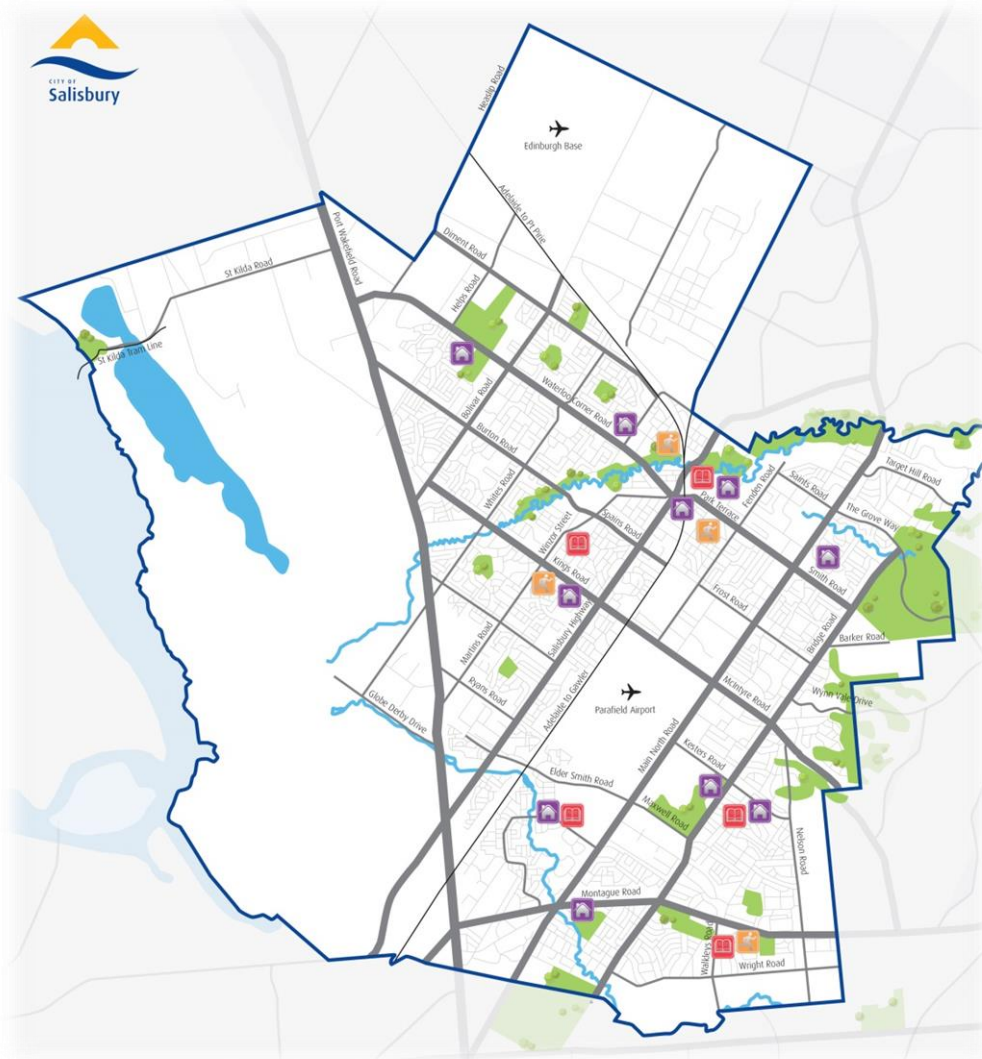
Research has shown that communication with community is a key driver to overall satisfaction in council performance. It is also at the heart of good customer service and effective, meaningful consultation and critical to the delivery of council's community leadership role. This plan outlines the framework within which we can rise to this challenge.

Gillian Aldridge

Mayor

Snapshot of our Community

Located 25km north of Adelaide, South Australia, the City of Salisbury is the second largest Local Government community in South Australia. It covers 158 square kilometres extending from the shores of Gulf St Vincent to the Para Escarpment and the foothills of the Mt Lofty Ranges.



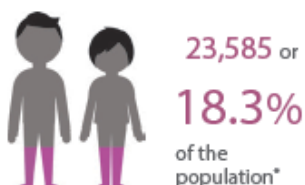
The City of Salisbury population forecast for 2015 was 137,310, and is forecast to grow to 165,175 by 2030.

CURRENT POPULATION 137,310¹

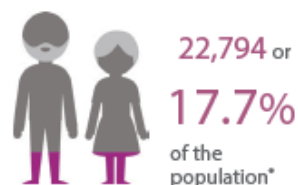
CHILDREN (0–11 YRS)



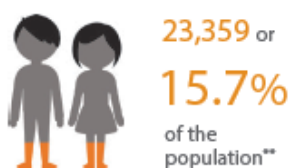
YOUNG PEOPLE (12–24 YRS)



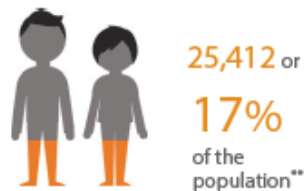
AGED PEOPLE (60+ YRS)

**EXPECTED POPULATION IN 2030 165,175²**

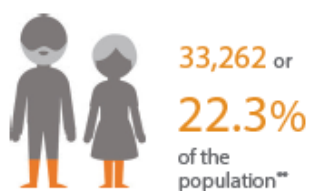
CHILDREN (0–11 YRS)



YOUNG PEOPLE (12–24 YRS)



AGED PEOPLE (60+ YRS)



Salisbury is internationally acclaimed for our pioneering approach to water and wetland technology. Salisbury is a beautiful city which offers community a wealth of ways to enrich their lives through our many parks, reserves and walking trails. As a Council we have a strong commitment to building a community of opportunity and spirit in a quality environment.

OPEN SPACE**TREE COVERAGE**

Since 2001 the City of Salisbury has been conducting periodic surveys among its residential population. The most recent survey was conducted in 2014.

The majority of our community have been living in the Salisbury area for 20 years or more. The most common reason for moving to the Salisbury area was the cost and availability of housing, followed by family and friends living in the area.

The most common strengths about our City that was mentioned by our community were the availability of services, followed by the proximity to the CBD.

Overall, the satisfaction with Council remains high, with 7.4 out of 10 satisfied with Council services and programs. Statements from our community, shows us a community that has pride and feels connected with each other.

Demographics of our Community

	City of Salisbury	South Australia
Median age	35	39
Median weekly household income	\$1,021	\$1,044
Couples with children	31%	28%
Households with a mortgage	41%	34%
Median weekly rent	\$240	\$220
Non-English speaking backgrounds	22%	14%

8,199 migrants settled in Salisbury between 2008 and 2013 combining family, humanitarian and skilled migrants, making Salisbury the most prominent destinations for migration settlement in South Australia. Our multicultural and diverse community speaks over 41 major languages and our City is home to one of the highest metropolitan populations of Aboriginal and Torres Strait Islanders.

BORN OVERSEAS*



27.8% of people were born overseas*

LANGUAGES SPOKEN*

22% of people spoke a language other than English at home*

Top 3 languages spoken, other than English:



VIETNAMESE
3.7%



ITALIAN
1.8%



KHMER
1.6%

Salisbury. At the centre of South Australia's economy.

GROSS REGIONAL PRODUCT 2014

The 4th largest economy in SA



\$5.46
BILLION²

LOCAL JOBS IN 2014



50,096³

LOCAL BUSINESSES IN 2013*



6,485⁴

The City of Salisbury is a key driver of the South Australian economy, being the fourth largest local economy in the State. We are home to important globally focussed firms in the defence, manufacturing, food, information technology and telecommunication sectors. There are more than 6,000 businesses in the City of Salisbury. The City is characterised by a considerable small/medium sized enterprise (SME) sector, which provides the majority of employment, and represents 95% of the total business sector within Salisbury.

Economic growth is the key to shaping a better quality of life for our City. We are at the centre of South Australia's economy with the availability of quality land for both residential and industrial purposes, a skilled workforce and transport logistics infrastructure, which means we can support growth well into the future. Our region faces significant economic challenges but possesses undoubted strengths. Salisbury is a place of opportunity. We are committed to growing and developing our City and we will continue to communicate the message: Salisbury. It makes good business sense.

Our Community and Customer Service Value

We will seek to understand our community and customer expectations. We will listen to their needs and respond to their changing requirements.

We will demonstrate our commitment to this value by:

- Being responsive, dynamic and enabling effective management of community resources,
- Being empathetic, listening to, and understanding our customers and employees,
- Leveraging our leadership position to broker the attraction of resources to deliver on key community initiatives,
- Strengthening relationships with our community, and

- Establishing partnerships and working collaboratively with our customers, community and stakeholders.

Our Guiding Principles

Effective communication is not just an objective that stands separate from Council activities; it is an integral part of achieving success in every Council project, service or program.

Through *Our Guiding Principles* we will improve community members access to information about our City and its services, promise timely communication with community, promise to provide clear and useful information, and enhance two-way communication opportunities so our community is part of the decision-making process and outcomes.

The City of Salisbury Communications Plan: *Bringing the 'Living City' to Life* primary guiding principles are:

Two-Way Communication

Foster an environment in which our community can easily communicate with us and provide feedback on initiatives, programs and services.

Tone and Language

We will use a common tone and language to ensure consistency of message that is timely, accurate, clear, accessible and informative to build trust with our community.

Simple to understand

We will avoid technical language or jargon in order to ensure information is understandable for everyone.

How we communicate

We will use a variety of means to communicate with our community so it meets their needs.

Communication Culture

Communication will be valued by the entire organisation; it is everyone's responsibility to communicate as part of every project, program or service we deliver.

These guiding principles will ensure we have effective and informative communication that benefits our community and develops a partnership with the community that helps Council meet the goals and objectives of our City Plan.

Organisational Link

The Communication Plan closely aligns with the City of Salisbury's vision, values and City Plan.

The City of Salisbury's City Plan is the strategic document, providing guidance and direction to the organisation and community on the key directions that will be the focus in delivering our vision.

This Communication Plan has been developed with the vision and City Plan at the forefront and seeks to inform and work together with our community in shaping our City, the Living City, a flourishing City with opportunity for all.

Our Desired Outcomes

For the City of Salisbury to achieve *an engaged community with a strong sense of vitality, pride and belonging* we need to have key outcomes that positively impact both the people who receive our services and the people who deliver them. This plan sets out key strategies and objectives that will create a positive, informed community with pride for our City, and importantly a community that stays connected with Council.

This plan is an overarching document outlining Council's communications promise to our Community. All Council information will reflect the principles outlined in this plan and our primary communications outcomes which are:

- To have a better-informed community that communicates with Council freely and easily, in a two-way conversation, using communication tools of their choice.
- To have an engaged community bring ideas that continually refresh our City's shared vision.

- To have community pride and satisfaction in all that we do which encourages growth and attraction.

Our Identity

A City's identity is more than the Council logo, it is how we express and portray who we are, our values, culture and what we strive for, it should guide our communication to our community. We have defined our City identity as the "Living City" so that we can share our unique story through all aspects of our communication.

The core identify values of any City should be reflected in every expression or action that takes place as that City. Through these expressions we create the essence of our identity. To develop an identity our communication, be it images, language, colours or logo needs to encompass the essences of our City identity.

The Living City

The City of Salisbury 'Living City' identify has been inspired by our lifestyle but driven by our opportunities.

Our Living City identity is built on pride and opportunity, it has unique features and differences that make it appealing to community, visitors and businesses alike.

What makes the 'Living City' far from ordinary is the unexpected, interesting and welcoming experiences and moments that it offers. The Living City's unassuming presence embodies a City that is vibrant, flourishing, progressive and an appealing place to live, work and play. Together, these features capture our essence, optimism and appeal. Scratch the surface, and you'll find more that makes the Living City even better.

Our people and our places are unique and it's essential that the genuineness of those people and places are captured and woven together as we tell our story. Our identity lives within the unique stories to be told, from individuals to community or stunning natural environments to business achievements.

Salisbury is a Living City. A place we are proud to be part of. Salisbury is "a flourishing City with opportunity for all."

It is up to all of us to come together and share ownership of our City's identity and make the most of the opportunity we have to tell our very unique story of the "Living City'.

Our Strategies, Objectives and Key Actions

The City of Salisbury Communications Plan: *Bringing the 'Living City' to Life* outlines our strategic direction for communication and community interactions within our City. This plan aims to leverage our strengths and work together with our community in shaping our Living City. In order to achieve our desired outcomes, a number of strategies, objectives and actions have been identified.

There are four key strategic themes within this Plan:

Strengthening the City of Salisbury identity

Goal: *Embrace the 'Living City' identity by increasing and strengthening our sense of pride as the place to Live, Work and Play in Adelaide.*

Building and creating a positive customer experience

Goal: *Creating strong partnerships and interactions with our community through honest, professional and open interactions so that all community members receive a quality customer experience.*

Better inform and build links through consistent communication

Goal: *Communicate City of Salisbury news and information internally and externally in a timely, accurate and proactive manner, so the community as well as Elected Members and employees remain knowledgeable on all information about our City.*

Creating a connected community

Goal: *Encourage and invite all community members to become involved with shaping their community through decision-making processes by fostering interaction and engagement with Staff and Elected Members so that our community feels connected and involved.*

These four key strategic themes are the pillars that underpin the objectives and key actions that will achieve our communication outcomes for the City of Salisbury.

Strengthening the City of Salisbury identity

Goal: Embrace the 'Living City' identity by increasing and strengthening our sense of pride as the place to Live, Work and Play in Adelaide.

Objectives

1. Promote and communicate our City Vision and strategic directions to the community, stakeholders and business.
2. Build community pride through stronger City identity as a great place to live, work and play.
3. Promote City of Salisbury as the destination for business and investment within South Australia.
4. Create a reputation as an enterprising City by developing and attracting innovative and creative events that the community can take pride in.
5. Strengthen awareness and consistency of the City of Salisbury brand.
6. Highlight the City of Salisbury regional attractions and our stunning nature based tourism opportunities.

Key Actions

	Key Responsibility:	Resource Implications:	Timeframes:
Develop a communication campaign to promote and position the positive messages of our City Vision and Plan	Communication s and Customer Relations, Urban Planning	New Initiative 2016/17	2016/17 and ongoing
Develop a “Stories of our Community” program, a compilation of community profiles based around faces from our Community.	Communication s and Customer Relations, Community Capacity and Learning	New Initiative 2017/18	2017/18 and Ongoing
Develop a “History of our Community” program, a compilation of stories and images that acknowledge and promote our rich history.	Communication s and Customer Relations, Community Capacity and Learning	New Initiative 2017/18	2017/18 and Ongoing
Build pride by recognising community and organisational achievements.	All Departments	Existing Operational Budget & New Initiative 2017/18	2016/17 and Ongoing

	Key Responsibility:	Resource Implications:	Timeframes:
Continue the targeted economic development campaign entitled <i>Salisbury. It makes good business sense.</i> Highlighting the city's economic strengths and opportunities.	Communication s and Customer Relations, Economic Development	Existing Operational Budget	Ongoing
Promote the Polaris Business and Innovation Centre as the northern hub for business growth, mentoring and advice.	Communication s and Customer Relations, Economic Development	Existing Operational Budget	Ongoing
Develop and deliver a city wide program of events which are accessible and provide the opportunity to demonstrate community pride and uniqueness of Salisbury.	All Departments	New and Existing Operational Budget	Ongoing
Promote our services and programs under the "Living City" identity.	Communication s and Customer Relations	New Initiative 2016/17	2016/17 and ongoing
Position and promote the City of Salisbury as an employer of choice amongst existing and potential employees.	Communication s and Customer Relations, People and Culture	Existing Operational Budget	Ongoing
Develop a Tourism Plan that identifies actions to promote our City, around our attractions, open space recreation and nature based tourism opportunities.	Communication s and Customer Relations, All Departments	Existing Operational Budget	2015/16 and ongoing

Building and creating a positive customer experience

Goal: Creating strong partnerships and interactions with our community through honest, professional and open interactions so that all community members receive a quality customer experience.

Objectives

1. Provide a quality customer experience at all times and ensure expectations are met.
2. Promote use of Council's digital sites as a key source of information and a customer relations portal.
3. Develop a highly skilled and capable Customer Service focused workforce delivering quality customer experiences.

Key Actions

	Key Responsibility:	Resource Implications:	Timeframes:
Identify and implement business process improvements that are identified through the Customer Service Improvement Program.	Communications and Customer Relations, All Departments	New Initiative 2017/18	2017/18 and Ongoing
Establish an interpreting and translating service focused around our diverse community.	Communications and Customer Relations, Community Development	New Initiative 2016/17	2016/17 and Ongoing
Promote the use of the City of Salisbury website as a Customer Service option for community.	Communications and Customer Relations, Community Capacity and Learning	New Initiative 2017/18	2017/18 and Ongoing
Integrate online and social media into our Customer Service approach and respond to communities evolving use of this technology.	Communications and Customer Relations, Business Systems and Solutions	Existing Operational Budget	Ongoing
Develop a Customer First Service culture throughout Council by training and empowering our workforce.	Communications and Customer Relations, People and Culture, All Departments	Existing Training Budget	Ongoing

	Key Responsibility:	Resource Implications:	Timeframes:
Develop a Customer Service Portal for all staff which has information, notes and processes to assist with customer enquiries.	Communications and Customer Relations, Business Systems and Solutions	New Initiative 2016/17	2016/17 and Ongoing

Better inform and build links through consistent communication

Goal: Communicate City of Salisbury news and information internally and externally in a timely, accurate and proactive manner, so the community as well as Elected Members and employees remain knowledgeable on all information about our City.

Objectives

1. Create greater awareness of activities and projects Council is undertaking.
2. Create a working environment that enhances our employee performance by building and fostering an engaged and informed workforce.
3. Maintain a positive community profile through effective and proactive media management.
4. Become connected with and foster interactions online with our Community through digital communications.

Key Actions

	Key Responsibility:	Resource Implications:	Timeframes:
Ensure all departments regularly promote and communicate Council's key priorities and projects.	Communications and Customer Relations, All Departments	Existing Operational Budget	Ongoing

	Key Responsibility:	Resource Implications:	Timeframes:
Identify and translate key City publications to meet the needs of a diverse community.	Communications and Customer Relations, Community Development	New Initiative 2016/17	2016/17 and Ongoing
Develop an internal communications strategy to provide employees and Elected Members with regular and timely information and that engages with members of staff not currently reached by existing communication channels.	Communications and Customer Relations, People and Culture	Existing Operational Budget 16/17 and New Initiative 17/18	2016/17 and Ongoing
Build strong and effective relationships with media at all levels.	Communications and Customer Relations	Existing Operational Budget	Ongoing
Build the media's awareness and knowledge of our City's attractions and community profile through regular media tours of our City.	Communications and Customer Relations	New Initiative 2016/17	2016/17 and Ongoing
Provide media training for nominated spokespeople and key staff.	Communications and Customer Relations	New Initiative 2016/17	2016/17 and Ongoing
Maintain a website and social media platforms which is relevant, current and is an accessible information source and engaging to our audience.	Communications and Customer Relations, Business Systems and Solutions	Existing Operational Budget	Ongoing
Produce video based content as a tool to promote Council information.	Communications and Customer Relations	New Initiative 2017/18	2017/18 and Ongoing

Creating a connected community

Goal: Encourage and invite all community members to become involved with shaping their community through decision-making processes by fostering interaction and engagement with Staff and Elected Members so that our community feels connected and involved.

Objectives

1. Strengthen Council's partnership with the community through effective community engagement.
2. Be visually active within the community.
3. Create a culture that values community engagement principles across the organisation.

Key Actions

	Key Responsibility:	Resource Implications:	Timeframes:
Ensure our City's diverse community are provided with inclusive opportunities to engage with Council.	Communications and Customer Relations, Community Development	Existing Operational Budget	Ongoing
Host and promote quarterly "In Your Community" meetings in various neighbourhoods to inform community about City services, events and major project developments.	Communications and Customer Relations, All Departments	New Initiative 2016/17	2016/17 and Ongoing
Host and promote "Meet Your Elected Member" forums so community members can meet and have discussions with Elected Members.	Communications and Customer Relations, Elected Members	New Initiative 2016/17	2016/17 and Ongoing
Develop an online community engagement portal where community can review, consider and respond to past and future engagement interactions.	Communications and Customer Relations	New Initiative 2017/18	2017/18 and Ongoing
Ensure key staff are trained in community engagement practices.	Communications and Customer Relations, People and Culture	Existing Operational Training Budget	2016/17 and Ongoing

ITEM	1.9.1
	POLICY AND PLANNING COMMITTEE
DATE	21 March 2016
HEADING	Tourism and Visitor Sub Committee Establishment
AUTHORS	Bianca Lewis, Team Leader, Engagement and Customer Relations, Community Development Michael Bennington, Manager Communications & Customer Relations, Community Development
CITY PLAN LINKS	1.3 To have a prosperous and adaptive business sector that supports community wellbeing, is globally oriented and creates employment opportunities 1.4 To deliver suitably integrated infrastructure that maximises economic efficiencies and opportunities for the community 2.5 To have sustainable and resilient built environments that contribute to quality amenity
SUMMARY	This report outlines the proposed Terms of Reference and suggested membership of the soon to be established Tourism and Visitor Sub Committee.

RECOMMENDATION

1. The information be received.
2. The Tourism and Visitor Sub Committee Terms of Reference as set out in Attachment 1 (Item No. 1.9.1, Policy and Planning Committee, 21/03/2016) be endorsed
3. Membership of the Tourism and Visitor Sub Committee comprise:
 - One Representative from the local commercial tourism industry.
 - One Representative from a local history club.
 - One Kurna Representative.
 - Two Representatives from the business community connected with the City of Salisbury.
 - A representative of the South Australian Government nominated by the Minister for Tourism.
 - Two Elected Members.
4. Staff be authorised to commence processes to fill the necessary positions on the Tourism and Visitor Sub Committee.
5. *Cr _____ be appointed as the Interim Chairman of the Tourism and Visitor Sub Committee, until the membership of the committee is finalised.*
~ OR ~
Cr _____ be appointed as Chairman of the Tourism and Visitor Sub Committee for a 12 month term concluding 31 March 2017.

ATTACHMENTS

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

1. Tourism & Visitor Sub Committee Terms of Reference

1. BACKGROUND

- 1.1 At its meeting on 14 December 2015 Council has endorsed the development of a Tourism and Visitor Strategy to capitalise on the significant investment and improvements made to our physical environments and to further establish the City of Salisbury as a key tourism and visitor destination
- 1.2 To support the implementation of this Strategy, Council also resolved:
 3. *City of Salisbury establish a Tourism Sub Committee and a Terms of Reference be drafted for endorsement.*

Resolution No. 0790/2015

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.2.2 Discussions have occurred with the Manager Economic Development & Urban Policy, the Manager Communications and Customer Relations and the Team Leader Engagement and Customer Relations.
- 2.2 External
 - 2.1.1 Consultation related to the development of the Sub Committee will occur once the Terms of Reference (ToR) are endorsed.

3. REPORT

- 3.1 The Tourism and Visitor Sub Committee (TVSC) ToR propose a focus for the TVSC to provide strategic direction on the opportunities to progress tourism within the City of Salisbury.
- 3.2 Following the adoption of the ToR, recruitment for the TVSC will commence. As a result the first meeting of the TVSC is anticipated to occur in the May round of meetings.
- 3.3 The Tourism and Visitor Strategy is currently in the consultation and development stage. The first draft of the Strategy will be provided to the first meeting of the Sub-Committee for consideration.
- 3.4 The draft Strategy has been named the 'Tourism and Visitor Strategy' on the basis that different initiatives are relevant for tourists compared with visitors. The two categories warrant variable treatment and it was considered important to acknowledge the distinction within the strategy. On that basis, it is proposed to name the sub committee the *Tourism and Visitor Sub Committee* rather than the Tourism Sub Committee.

3.5 The suggested membership for the Sub Committee is as follows:

- One Representative from the local commercial tourism industry.
- One Representative from a local history club.
- One Kaurna Representative.
- Two Representatives from the business community connected with the City of Salisbury.
- Two Elected Members.
- A representative of the South Australian Government nominated by the Minister for Tourism.

3.6 Examples of organisations that could be approached for external representatives are detailed below:

- 3.6.1 the Campervan and Motorhome Club of Australia (commercial tourism industry representative).
- 3.6.2 the Salisbury and District Historical Society (local history club).
- 3.6.3 Reconciliation Action Plan Working Group (the Kaurna representative).
- 3.6.4 the Northern Economic Leaders Group facilitated by Polaris and the Salisbury Town Centre Association (business community representatives).
- 3.6.5 The Minister for Tourism will be asked to nominate a representative, which could be a senior representative from the South Australian Tourism Commission.

3.7 The TVSC Terms of Reference require the Policy and Planning (P&P) Committee to appoint the Chairman for a period of 12 months. Given the membership of the TVSC has not yet been finalised, the P&P Committee may wish to recommend an interim Chairman appointment to Council to ensure a Chairman is in place for the first meeting of the TVSC. Following finalisation of the TVSC membership the P&P Committee could recommend the appointment of a Chairman for a 12 month term. Alternatively, the P&P Committee could appoint a Chairman from the Elected Members appointed to the TVSC.

3.8 In accordance with the Terms of Reference, the Deputy Chair would be appointed by the TVSC at the first meeting of the sub-committee.

4. CONCLUSION / PROPOSAL

- 4.1 Council consider the suggested membership for the TVSC and recommend any preferred persons / organisations.
- 4.2 The Tourism and Visitor Sub Committee Terms of Reference are reviewed and endorsed.
- 4.3 Staff be authorised to commence processes to fill the necessary positions on the Tourism and Visitor Sub Committee.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 11.03.2016

1. Purpose

- 1.1 The Tourism and Visitor Sub Committee has been established to:
- Promote and facilitate tourism and visitor opportunities for the City of Salisbury.
 - Identify and advise Council on tourism opportunities
 - Develop and maintain professional relationships that support the implementation of Councils Tourism and Visitor Strategy.
 - Identify linkages and opportunities to leverage benefit between the Tourism and Visitor Strategy and other state and local government plans and strategies.
- 1.3 The Sub Committee will adopt a risk management focus in its considerations, delivery and recommendations to Council. The advice to Council will reflect both the risk and opportunities of the issue to enable Council to act as an informed and responsible decision maker representing the interests of the community.

2. Status and Term of the Committee

- 2.1 The Sub Committee is formed under section 41 of the *Local Government Act 1999* as an advisory committee to the Policy and Planning Committee for the purpose of providing advice to Council in regard to the areas listed in section 1 above.
- 2.2 This Sub Committee will exist for the term of the Council.

3. Meeting Details

- 3.1 The Sub Committee meets as required, but no less than 3 times per year.
- 3.2 Meetings of the Sub Committee will be held in the Committee Rooms, City of Salisbury, 12 James Street Salisbury.
- 3.3 In accordance with Section 87 of the *Local Government Act*, a minimum of three clear days notice of an ordinary meeting will be provided to members of the Sub Committee.
- 3.4 Public notice of meetings will be given through publication of the annual meeting schedule on the City of Salisbury website. A copy of the Notice of Meeting and Sub Committee Agenda will also be displayed at 12 James Street Salisbury.
- 3.5 Members of the public are able to attend all meetings of the Sub Committee, unless prohibited by resolution of the Sub Committee under the confidentiality provisions of section 90 of the *Local Government Act*.

4. Membership

- 4.1 The membership of the Sub Committee comprises:

Voting Members

- One Representative from the local commercial tourism industry.
- One Representative from a local history club.
- One Kurna Aboriginal Nominee.
- Two members from the Salisbury business community.
- Two Elected Members.
- A representative of the South Australian Government nominated by the Minister for Tourism.

The Sub Committee will from time to time call in expertise to assist the Sub Committee with its deliberations.

- 4.2 All members must attend meetings and where unable to do so, must provide an apology prior to the meeting.
- 4.3 Members of the Sub Committee must comply with the conduct and conflict of interest provisions of the *Local Government Act*. In particular, Sections 62 (general duties), 63 (code of conduct) and 73-74 (conflict of interest, members to disclose interests) must be adhered to.

5. Chairman and Deputy Chairman

- 5.1 The Chairman is appointed by the Policy and Planning Committee for a period of 12 months.
- 5.2 The Deputy Chairman will be appointed at the first meeting of the Sub Committee for a period of 12 months, after which time the Sub Committee will make a new 12 month appointment.

6. Voting Rights

- 6.1 All voting members have equal voting rights. A question arising for a decision will be decided by a majority of votes cast by all members present.
- 6.2 Each voting member must vote on a question arising for a decision.
- 6.3 The Chairman has a deliberative vote, but does not, in the event of an equality of votes have a casting vote.
- 6.4 In the event of an equality of votes, the matter must be referred to the Policy and Planning Committee for decision.

7. Meeting Procedures, Minutes and Documents

- 7.1 All meetings of the Sub Committee will be held in accordance with the *Local Government Act 1999* (and relevant Regulations), the City of Salisbury Code of Practice for Meeting Procedures and the City of Salisbury Code of Practice for Access to Meetings and Documents.
- 7.2 Minutes will be kept of the proceedings at each Sub Committee meeting. Members of Council will be provided with a copy of all minutes of the proceedings of this Sub Committee within five days after a meeting.
- 7.3 Members of the public have access to all documents relating to the Sub Committee unless prohibited by resolution of the Committee under the confidentiality provisions of section 91 of the *Local Government Act*.

8. Quorum

- 8.1 A quorum shall be determined by dividing the total number of voting members of the committee by two (ignoring any fractions) and adding one. For a committee comprising 8 voting members, the quorum is 5 (that is, $8 \div 2 = 4$ (ignoring any fractions) $= 4 + 1$).

9. Reporting Requirements

- 9.1 This Sub Committee reports to the Policy and Planning Committee.
- 9.2 The Sub Committee shall make whatever recommendations to the Council it deems appropriate on any area within its Terms of Reference where in its view action or improvement is needed.
- 9.3 Recommendations made by the Sub Committee will be referred to the next Policy and Planning Committee meeting, through presentation of minutes, for final resolution.