



AGENDA

**FOR WORKS AND SERVICES COMMITTEE MEETING TO BE HELD ON
16 APRIL 2018 AT THE CONCLUSION OF THE BUDGET AND FINANCE
COMMITTEE**

IN THE COUNCIL CHAMBER, 12 JAMES STREET, SALISBURY

MEMBERS

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

REQUIRED STAFF

General Manager City Infrastructure, Mr M van der Pennen
General Manager Community Development, Ms P Webb
Manager Communications and Customer Relations, Mr M Bennington
Governance Support Officer, Ms K Boyd
Chief Executive Officer, Mr J Harry

APOLOGIES

LEAVE OF ABSENCE

Leave of absence for this meeting was previously granted to Cr S White.

PRESENTATION OF MINUTES

Presentation of the Minutes of the Works and Services Committee Meeting held on 19 March 2018.

Presentation of the Minutes of the Confidential Works and Services Committee Meeting held on 19 March 2018.

REPORTS

Administration

2.0.1	Future Reports for the Works and Services Committee.....	13
-------	--	----

Landscaping

2.4.1	Reserves and Public Areas - Provision of Facilities.....	19
2.4.2	Tree Removal Appeal Sub-Committee Information Report	25
2.4.3	Dedicated Dog Friendly Park at St Kilda.....	53

Property

2.5.1	Lease Portion of Lindblom Park to Metro United Women's Football Club.....	57
-------	---	----

Public Works

2.6.1	Capital Works Report - April 2018	65
2.6.2	Flood Planning Discussion Paper and Update of Council's Flood Management Strategy.....	71

OTHER BUSINESS

CONFIDENTIAL ITEMS

2.9.1 Former Council Road Reserve, Ryans Road, Greenfields

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

1. Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) and (d)(i) and (d)(ii) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:
 - it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
 - information the disclosure of which would, on balance, be contrary to the public interest; and
 - commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
 - commercial information of a confidential nature (not being a trade secret) the disclosure of which would, on balance, be contrary to the public interest.
2. In weighing up the factors related to disclosure,
 - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations
 - Non disclosure of this information would protect Council's commercial position and confidential information provided by a third party and allow this matter to be considered in detail prior to a Council position in relation to this matter being determined

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

CLOSE



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

19 MARCH 2018

MEMBERS PRESENT

Cr G Reynolds (Chairman)
Cr C Buchanan
Cr E Gill
Cr S Reardon (Deputy Chairman)
Cr J Woodman
Cr R Zahra

STAFF

Chief Executive Officer, Mr J Harry
General Manager City Infrastructure, Mr M van der Pennen
General Manager Community Development, Ms P Webb
Team Leader Landscape Design, Mr C Johansen
Manager Property and Buildings, Ms K Pepe
Governance Support Officer, Ms K Boyd

The meeting commenced at 10:15 pm.

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

APOLOGIES

An apology was received from Cr G Caruso.

LEAVE OF ABSENCE

Leave of absence for this meeting was previously granted to Cr S White.

PRESENTATION OF MINUTES

Moved Cr R Zahra
Seconded Cr E Gill

The Minutes of the Works and Services Committee Meeting held on 19
February 2018, be taken and read as confirmed.

CARRIED

REPORTS

Administration

2.0.1 Future Reports for the Works and Services Committee

Moved Cr R Zahra
Seconded Cr J Woodman

1. The information be received.

**CARRIED
UNANIMOUSLY**

Community Centres and Youth

2.1.1 Resources and Services Provided to Homeless, Low Income and Unemployed People

Moved Cr C Buchanan
Seconded Cr R Zahra

1. That this report be received and noted.
2. That the Council CEO write to the Anti-Poverty Network and provide a copy of the report for their information.
3. The Anti-Poverty Network be invited to meet with General Manager Community Development and Chief Executive Officer to discuss possibilities of addressing service gaps.

CARRIED

Landscaping

2.4.1 Fund My Neighbourhood Project - Ingle Farm Sporting Club

Moved Cr J Woodman
Seconded Cr R Zahra

1. Information within this report be received and noted.
2. That staff continue to support and collaborate with the Ingle Farm Sporting Club in the delivery of the project works.

**CARRIED
UNANIMOUSLY**

2.4.2 Tree Removal Appeal Sub-Committee Information Report

Moved Cr C Buchanan
Seconded Cr R Zahra

1. That this item be deferred for one month pending the Tree Removal Policy and procedure being included in the report.

CARRIED
UNANIMOUSLY

2.4.3 Reduction of Damage Caused by Fish/Animals in Mawson Lakes

Moved Cr E Gill
Seconded Cr J Woodman

1. That current management practices of Sir Douglas Mawson Lake continue, with netting of the lake to be implemented yearly, budgeted through the existing Water Course Management Plan.
2. That carp removal from Sir Douglas Mawson Lake be reassessed post the implementation of the National Carp Control Plan (2019/20).

CARRIED
UNANIMOUSLY

*Property***2.5.1 Revocation Portion of Edinburgh Reserve South to Facilitate Construction of Haulmark Trailers Manufacturing Facility**

Moved Cr J Woodman
Seconded Cr R Zahra

1. Portion of Allotment 905 Deposited Plan 75400 known as Edinburgh Drive Reserve South, Edinburgh as delineated in attachment 3 to this report Item 2.5.1 measuring approximately 2.1 square metres, be declared surplus to Council's requirements and Council propose to revoke the classification as community land. Council accept compensation of \$100.00 for the land and the applicant be responsible for all costs.
2. Attachment 4 to this report Item 2.5.1 be adopted for the purposes of Section 194 of the Local Government Act 1999, and the Manager Property and Buildings be authorised to implement the public consultation process, consisting of notices appearing in the Northern Messenger Paper and State Government Gazette with a copy of this wording to appear on Council's website. In addition letters and the attached section 194 report will be posted to property owners likely to be impacted in the immediate vicinity.
3. A further report be presented to Council for consideration of any objections received. In the event that no objections are received the Manager Property and Buildings be authorised to prepare and submit the necessary documentation to the Minister for approval.

CARRIED
UNANIMOUSLY

2.5.2 Minutes of the Strategic Property Development Sub Committee meeting held on Tuesday 13 March 2018

2.5.2-SPDSC1 Future Reports for the Strategic Property Development Sub Committee

Moved Cr R Zahra
Seconded Cr E Gill

1. The information be received.

CARRIED

2.5.2-SPDSC-OB1 Low Cost Housing – Role of Council

Moved Cr R Zahra
Seconded Cr E Gill

That a scoping report be presented to the Strategic Property Development sub committee on options for provision and management of low cost housing as a component of future Council strategic property development projects.

CARRIED

Public Works

2.6.1 Capital Progress Report - March 2018

Moved Cr R Zahra

Seconded Cr J Woodman

1. Within the 2017/18 Road Reseal Program, defer O'Loughlin Road and Geoffrey Road, Valley View, to 2018/19, with the associated budgets being retained within the 2017/18 program budget.
2. Within the 2017/18 Building Renewal Program and associated available program funds, include the replacement air conditioning units for the John Harvey Gallery, Municipal Offices, and defer the renewal works at Para Hills Senior Citizens Club until 2018/19.
3. To enable future site developments to be explored, reduce the scope of works at Andrew Smith Drive Oval, Parafield Gardens, to playground renewal and minor reserve upgrade works as part of the 2017/18 Reserve Upgrade Program, with the inclusion of \$180k declaration at the 2017/18 Third Quarter Budget Review.
4. Within the 2017/18 Third Quarter Budget Review, include a nil effect adjustment of \$225k and a declaration of \$225k of Council funds from PR23484 Autism Friendly Play Space to reflect the unsuccessful grant application, with this play space to be considered in next financial year 2018/19 and a new grant application be developed for a matching contribution.

With leave of the meeting and consent of the seconder Cr R Zahra
VARIED the MOTION as follows:

1. Within the 2017/18 Road Reseal Program, defer O'Loughlin Road and Geoffrey Road, Valley View, to 2018/19, with the associated budgets being retained within the 2017/18 program budget.
2. Within the 2017/18 Building Renewal Program and associated available program funds, include the replacement air conditioning units for the John Harvey Gallery, Municipal Offices, and defer the renewal works at Para Hills Senior Citizens Club until 2018/19.
3. Within the 2017/18 Third Quarter Budget Review, include a nil effect adjustment of \$225k and a declaration of \$225k of Council funds from PR23484 Autism Friendly Play Space to reflect the unsuccessful grant application, with this play space to be considered in next financial year 2018/19 and a new grant application be developed for a matching contribution.

CARRIED
UNANIMOUSLY

Further Recommendation

2.6.1 Capital Progress Report - March 2018

Cr C Buchanan declared a perceived conflict of interest on the basis of being President of a local sporting club which is a lessee on this reserve.

Cr C Buchanan left the meeting at 10:45 pm.

Moved Cr R Zahra

Seconded Cr J Woodman

To enable future site developments to be explored, reduce the scope of works at Andrew Smith Drive Oval, Parafield Gardens, to playground renewal and minor reserve upgrade works as part of the 2017/18 Reserve Upgrade Program, with the inclusion of \$180k declaration at the 2017/18 Third Quarter Budget Review

**CARRIED
UNANIMOUSLY**

Cr C Buchanan returned to the meeting at 10:46 pm.

Traffic Management

2.7.1 State Government Investment in Local Schools

Cr S Reardon declared a conflict of interest on the basis of being a Community Member of the Para Hills Governing Council. Cr Reardon managed the conflict by remaining in the meeting and not voting on the item.

Moved Cr C Buchanan

Seconded Cr R Zahra

1. That liaison continue with each of the schools identified in the Better Schools Funding Program, to discuss the changes to be undertaken and what impacts may arise for the community.
2. That Council write to the new Minister for Education requesting financial commitment to develop the Kiss and Drop zone concept within Paralowie R-12 School.

CARRIED

OTHER BUSINESS

Nil

CONFIDENTIAL ITEMS

2.9.1 Minutes of the Confidential Strategic Property Development Sub Committee meeting held on Tuesday 13 March 2018

Moved Cr R Zahra
Seconded Cr J Woodman

1. *Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*

- it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and

- information the disclosure of which would, on balance, be contrary to the public interest.

2. *In weighing up the factors related to disclosure,*

- disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations

- non-disclosure of this matter would protect Council's commercial position as public disclosure may provide third parties with a commercial advantage

*On that basis the public's interest is best served by not disclosing the **Minutes of the Confidential Strategic Property Development Sub Committee meeting held on Tuesday 13 March 2018** item and discussion at this point in time.*

3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

CARRIED

The meeting moved into confidence at 10:51 pm.

The meeting moved out of confidence and closed at 10:53 pm.

CHAIRMAN.....

DATE.....

ITEM	2.0.1
	WORKS AND SERVICES COMMITTEE
DATE	16 April 2018
HEADING	Future Reports for the Works and Services Committee
AUTHOR	Joy Rowett, Governance Coordinator, CEO and Governance
CITY PLAN LINKS	4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	This item details reports to be presented to the Works and Services Committee as a result of a previous Council resolution. If reports have been deferred to a subsequent month, this will be indicated, along with a reason for the deferral.

RECOMMENDATION

1. The information be received.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

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

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Report authors and General Managers.
- 2.2 External
 - 2.2.1 Nil.

3. REPORT

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

Meeting Item	Heading and Resolution	Officer
14/12/2015 NOM3	<p>Traffic monitoring, Kesters Road between Main North Road and Ceafield Road</p> <p>1. That following the opening of the Masters store and other new businesses on Main North Road, staff undertake traffic monitoring on the lower part of Kesters Road, between Main North Road and Ceafield Road to determine the impact of the operation of those businesses on traffic flow and volume in the area. The report should include consideration of:</p> <p>a. The requirement for additional parking restrictions in the area</p> <p>b. Vehicle movements of heavy and long vehicles through the area</p> <p>c. Risks to public safety as a result of changed traffic patterns.</p> <p>Due: June 2018</p>	Dameon Roy
29/03/2016 2.2.2	<p>Implementation of Free Bike Hire Scheme (in conjunction with Bike SA) - investigation findings</p> <p>3. The implementation of a Free Bike Hire Scheme within the City of Salisbury be considered again in three years.</p> <p>Due: March 2019</p>	Adam Trottman
26/04/2016 6.4.3	<p>Your Tutor Trial</p> <p>2. Report on Outcomes of the Your Tutor Trial to be included on the futures report for Works and Services, and scheduled for March 2017.</p> <p>Due: June 2018</p>	Jo Cooper
22/05/2017 2.1.1	<p>Investigation of Costs Associated with Waterslide/Diving Platform Installation at Salisbury Recreation Precinct</p> <p>2. A decision regarding the installation of the water play feature be deferred pending council consideration of a long term plan for the aquatic facilities.</p> <p>Due: June 2018</p>	Adam Trottman
24/07/2017 NOM1	<p>Variation to Council Decision 1783/2017: St Kilda Master Plan - Stage 2</p> <p>3. That authorisation to progress with priorities 3 to 8 inclusive provided in the St Kilda Stage 2 – Marine Recreation Precinct and Mangroves Master Plan be subject of consideration of further reports to Council.</p> <p>Due: February 2019</p>	Greg Ratsch

23/10/2017 Cnl-OB1	Salisbury United Football Club That a report be brought forward advising how Council can support the Salisbury United Football Club with advice/assistance regarding to the issues presented to Council by the Club Secretary in an email dated 22 October 2017. Due: May 2018	Karen Pepe
27/11/2017 2.5.1	Revocation of Portion of Wright Road Reserve, Known as Allotment 282 in Deposited Plan 7897 6. A further report be presented to Council for consideration of any objections received. In the event that no objections are received, the Manager Property and Buildings be authorised to prepare and submit the necessary documentation to the Minster for approval. Due: March 2018 Deferred to: June 2018 Reason: Public consultation process is yet to finish.	Liz Lynch
26/03/2018 NOM1	Automated 24 Hour Public Toilets 1. That Council staff report on the costs and feasibility of installing public automated 24 hour accessible toilets across Salisbury, at high traffic/appropriate locations. Due: June 2018	Mark van der Pennen
26/03/2018 NOM2	Mawson Lakes Indented Bays 1. That staff report into areas in Mawson Lakes that indented parking bays could be implemented to ease parking and traffic issues. Due: August 2018	Dameon Roy/ Greg Ratsch
26/02/2018 NOM3	Investigation into Development of an App to Report Illegal Dumping 2. Subject to the response from NAWMA, a report be provided to Council advising the costs of implementing the application across the Council's fleet of vehicles. Due: July 2018	Mark van der Pennen
26/02/2018 NOM7	Recycling Opportunities for the Disposal of Coffee Pods 1. That a report be brought forward identifying recycling opportunities for the disposal of coffee pods, and advising of the estimated costing of establishing a program that diverts them from going into land fill. Due: May 2018	Mark van der Pennen

26/03/2018	Revocation Portion of Edinburgh Reserve South to Facilitate Construction of Haulmark Trailers Manufacturing Facility	Tim Starr
2.5.1	3. A further report be presented to Council for consideration of any objections received. In the event that no objections are received the Manager Property and Buildings be authorised to prepare and submit the necessary documentation to the Minister for approval.	
Due:	June 2018	
26/03/2018	Low Cost Housing – Role of Council	Chantal Milton
2.5.2 – SPDSC- OB1	That a scoping report be presented to the Strategic Property Development Sub Committee on options for provision and management of low cost housing as a component of future Council strategic property development projects.	
Due:	July 2018	
26/03/2018	Long Term Financial Plan and Budget Workshops Actions Update	Craig Johansen
6.4.1	2. A report on the success of the Reserve Upgrade Program and consideration of future sites be included on the Works and Services Future Reports with a due date of December 2018 (per table Budget Workshop 1 – 28 February 2018 item WS1-9).	
Due:	December 2018	
26/03/2018	Long Term Financial Plan and Budget Workshops Actions Update	Craig Johansen
6.4.1	3. A report on the program of sites for Fitness Equipment Program be included on the Works and Services Future Reports with a due date of December 2018 (per table Budget Workshop 1 – 28 February 2018 item WS1-13).	
Due:	December 2018	
26/03/2018	Long Term Financial Plan and Budget Workshops Actions Update	Craig Johansen
6.4.1	4. A report on the program of sites for Autism Friendly Playspaces be included on the Works and Services Future Reports with a due date of December 2018 (per table Budget Workshop 1 – 28 February 2018 item WS1-15).	
Due:	December 2018	
26/03/2018	Long Term Financial Plan and Budget Workshops Actions Update	Adam Trottman
6.4.1	5. A report on Salisbury North Netball Club be included on the Works and Services Future Reports with a due date of November 2018 (per table Budget Workshop 1 – 28 February 2018 item WS1-17).	
Due:	November 2018	

26/03/2018	Long Term Financial Plan and Budget Workshops Actions Update	Greg Ratsch
6.4.1	6. A report on signage at Edinburgh Parks be included on the Works and Services Future Reports with a due date of August 2018 (per table Budget Workshop 2 – 5 March 2018 item WS2-13).	
Due:	August 2018	

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: 09/04/2018

ITEM	2.4.1		
	WORKS AND SERVICES COMMITTEE		
DATE	16 April 2018		
PREV REFS	Council	NOM4	18 Dec 2017 6:30 pm
HEADING	Reserves and Public Areas - Provision of Facilities		
AUTHOR	Craig Johansen, Team Leader Landscape Design, City Infrastructure		
CITY PLAN LINKS	<p>3.2 Have interesting places where people want to be.</p> <p>3.3 Be a connected city where all people have opportunities to participate.</p> <p>3.4 Be a proud, accessible and welcoming community.</p>		
SUMMARY	<p>This report identifies appropriate locations for the installation of new barbeque and toilet facilities to encourage greater use of the City's Open Spaces and Reserves. The report provides a list of sites for investigation and scoping in 2018/19 for installation of new facilities to be considered as part of the 2019/20 budget deliberation process.</p>		

RECOMMENDATION

1. The information within the report be received and noted.
2. That Council endorse installation of barbecues at the following sites; The Paddocks as part of the Masterplan implementation, Pitman Park in 2019/20 and Kentish Green in 2020/21, subject to budget approval.
3. The Council endorse installation of toilet facilities at the following sites; The Paddocks as part of the Masterplan implementation, Unity Park in 2019/20 and Kentish Green in 2020/21, subject to budget approval.
4. That further investigation and scoping be undertaken in 2018/19 to better determine costs and locations for each of the above to be included in subsequent years budget deliberations.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 At the December 2017 Council meeting, information was requested on new installation locations of public toilets and barbecues across the City to encourage greater recreational use of the City's reserves.

1. That a report be brought forward identifying appropriate locations in City of Salisbury reserves and public areas that would benefit from the installation of public barbecues and toilets to encourage greater recreational use.

2. The report include advice on the cost implications of this initiative for consideration as part of the 2018/19 budget deliberation process.

(Resolution No. 2219/2017)

2. CONSULTATION / COMMUNICATION

2.1 Internal

2.1.1 Community Development staff

2.1.2 City Infrastructure staff

3. REPORT

3.1 Currently the provision of public facilities in reserves is guided by the City Landscape Plan, which identifies that toilet facilities are to be located within Regional and District level reserves and barbecues to be located in high use community focused areas.

3.2 Where barbecues have been installed in lower category reserves as part of new residential development areas these sites have not shown the same amount of use as Regional or District level reserves, as the lower category reserves do not have the same facilities (shelters and supporting infrastructure) to cater for an extended length of stay.

3.3 Toilets and barbecues are public space facilities which receive consistent enquiry as part of Reserve Upgrade and Renewal works. They are also public facilities which have a high capital cost as they require access to service utilities of power, sewer and water.

3.4 The locations of current public toilet facilities and barbecues within reserves are listed below.

Reserve Name	Reserve Classification	Toilet Facilities	Barbeque Facilities
St Kilda Adventure Park and Surrounds	Regional	✓	✓
Carisbrooke Park	Regional	✓	✓
Happy Home Reserve (within swimming centre)	Regional	✓	✓
Unity Park	Regional	✓ Separated from playspace and rest of reserve	✓
The Paddocks	Regional	Toilet facilities removed	-
Salisbury Oval	Regional	✓	-
Salisbury North Oval	District	✓	-

Mobara Park	District	✓	✓
Adams Oval	District	Toilet facilities removed	✓
Pitman Park	District	✓	-
Burton Park	District	✓	-
Harry Bowey Reserve	District	✓	✓
Kentish Green	District	-	-
Bridgestone Reserve	District	✓	✓
Sanctuary Drive Reserve	Neighbourhood	-	✓
Cascades Village Reserve	Neighbourhood	-	✓
Elder Drive Reserve	Neighbourhood	-	✓
Nelson Crescent Lake Reserve	Neighbourhood	-	✓
Dry Creek Linear Park (western end of lake)	District	-	✓
Dry Creek Linear Park (4 th Ave)	Neighbourhood	-	✓
Shearwater Lake Reserve	Neighbourhood	-	✓
Peppercorn Circuit Reserve	Neighbourhood	-	✓
RM Williams Drive Reserve	Neighbourhood	-	✓
Springbank Boulevard Reserve	Neighbourhood	-	✓

- 3.5 Currently barbeques are located within reserves which are identified as high patronage areas such as Carisbrooke Park, Harry Bowey Reserve, St Kilda Adventure Park and Mobara Park. Where barbecues have been installed by developers in lower category reserves (neighbourhood) they have limited use.
- 3.6 Having onsite car parking is a consideration as this site feature supports extended length of stay at the reserve, in association with toilet and shelter facilities.
- 3.7 More recently staff have noted that park users of different cultures are cooking in the city's open spaces in a different manner. With some cultures being observed cooking over charcoal barbeques which the traditional barbeque is unable to cater for. This practice raises a number of issues to consider as to how Council provides amenities for its diverse community. Barbequing over charcoal leaves a residual product (ash) which needs to be disposed of and initially is hot. Staff have reported seeing ash throughout numerous reserves and are unaware if it is cold or hot at the time of disposal.

- 3.8 One way which Council can provide for reserve users who choose to charcoal barbeque, is to provide facilities which are able to resist the heat load of this cooking method and do not retain heat for very long. What form this could take needs to be investigated further and developed referencing the Intercultural Plan.
- 3.9 The installation cost of a barbeque facility within a reserve is determined by the distance to the nearest power supply point. As an indication of costs associated with the installation of a barbeque, installation at Bridgestone Reserve was \$22,252 for two double hotplate units which had power in close proximity. There is an additional cost for installation if no power supply point is nearby. Also the timing of the installation is then influenced by the provision of a supply point by SA Power Networks should there be no power supply on site. Noting that the above price doesn't include a shelter, to install an 8m x 6m shelter in association with a barbeque, an additional \$29,000 is required.
- 3.10 The installation cost of toilet facilities within a reserve is determined by the proximity of access to the required services. As an indication of the costs associated with the installation of a toilet facility, the toilet facilities at Bridgestone Reserve were \$132,762. This was for a 3 cubicle DDA accessible facility, which had all services within close proximity.
- 3.11 For budgetary purposes staff have estimated the cost of installation for a double plate barbeque is approximately \$51,000 including shelter. The installation cost for a stand-alone toilet facility is approximately \$147,000.
- 3.12 Facilities of this type require maintenance to ensure public health and safety. Currently barbecue facilities are cleaned twice per week coinciding with peak usage times. They are to be incorporated into future renewal/maintenance programs to ensure longevity of their service life.
- 3.13 These public facilities can also be seen to increase anti-social behavior within reserves. As these facilities encourage the use of reserves/open spaces for longer periods of time and later into the evening during favourable weather periods. This anti-social behavior can result in damage to the facility which requires immediate action due to public health and safety concerns.
- 3.14 The siting/location of the facilities needs to be considered as facilities located correctly will increase activity within a reserve, which can increase the sense of community and surveillance of the public space, thereby reducing the potential of damage and increased risk to community members.
- 3.15 Within the city the following are identified as regional level reserves;
- St Kilda Adventure Park
 - Carisbrooke Park
 - Happy Home Reserve
 - Unity Park
 - The Paddocks

3.16 The following are identified as district level reserves;

- Salisbury North Oval
- Mobara Park
- Adams Oval
- Pitman Park
- Burton Park
- Harry Bowey Reserve
- Bridgestone Reserve
- Kentish Green
- Dry Creek Linear Park (western end of lake)

3.17 Currently both toilet and barbeque facilities are provided at Regional level reserves as listed above. Happy Home Reserve only has toilet and barbeque facilities inside the swimming centre. The Paddocks does not have either facility.

3.18 From the list above of district level reserves (3.16) the following sites have both barbeque and toilet facilities: Harry Bowey Reserve, Mobara Park and Bridgestone Reserve. Sites with public toilets only are Pitman Park and Burton Park (as part of the clubrooms) and barbeque facilities are only at Adams Oval. Adams Oval is not considered suitable for installation of toilets due to its isolated location, history of vandalism and undesirable activity, and having toilets in the sporting facilities which are able to cater for event days where length of stay is longer.

3.19 Unity Park gets frequent public comments/ enquiries in relation to toilet facilities from users of the reserve. As the toilet facilities are located in the eastern end of the BMX clubroom building, some distance from the playspace, dog park and western end of the reserve. To better meet the needs of the community who use Unity Park it is proposed to establish new toilet facilities in future years in a location which is more easily accessible.

3.20 Kentish Green, following recent reserve upgrade works, has been identified as a district level reserve but it has neither public facility.

4. CONCLUSION / PROPOSAL

4.1 The installation cost of a barbeque within a reserve is estimated at \$51,000 with maintenance and operation costs of \$2,500 annually per unit.

4.2 It is recommended installation of barbeque facilities occur as follows: The Paddocks as part of the masterplan, Pitman Park in 2019/20 and Kentish Green in 2020/21.

4.3 The installation of barbeque facilities at Burton Park is not recommended due to space limitations at this location. The site is predominantly used for structured sporting events as opposed to passive recreation.

4.4 The installation cost of toilet facilities within a reserve is estimated at \$147,000 with a maintenance and consumable cost of \$12,750 annually for a 3 cubicle facility such as that of Bridgestone Reserve.

- 4.5 Of the sites listed in 3.15 and 3.16 the following do not have toilet facilities, The Paddocks, Adams Oval and Kentish Green, noting that Happy Home Reserve does not have toilet facilities outside of the swimming centre.
- 4.6 It is recommended installation of toilet facilities occur as follows: The Paddocks as part of the masterplan, Unity Park in 2019/20 and Kentish Green in 2020/21.
- 4.7 Toilet and Barbeque facilities are to be considered as part of the implementation of the Paddocks Masterplan.
- 4.8 Staff propose to undertake further investigation and scoping to better determine costs for each location in 2018/19 and include the new installations in the Reserve Upgrade budget bids in future years for consideration.

CO-ORDINATION

Officer: Executive Group
Date: 09/04/2018

ITEM	2.4.2		
	WORKS AND SERVICES COMMITTEE		
DATE	16 April 2018		
PREV REFS	Council	NOM1	18/12/2017
HEADING	Tree Removal Appeal Sub-Committee Information Report		
AUTHORS	Craig Johansen, Team Leader Landscape Design, City Infrastructure Mark van der Pennen, General Manager City Infrastructure, City Infrastructure		
CITY PLAN LINKS	2.2 Have a community that is knowledgeable about our natural environment and embraces a sustainable lifestyle. 2.3 Have natural resources and landscapes that support biodiversity and community wellbeing. 2.4 Have urban and natural spaces that are adaptive to future changes in climate.		
SUMMARY	At the December 2017 Council meeting it was resolved to call for a report on the establishment of a Tree Removal Sub-Committee in the first quarter of 2018. This report provides the information and details requested.		

RECOMMENDATION

1. The information within the report be received.
2. That tree removal procedure continue to be administratively managed in accordance with the endorsed policy and procedures as outlined in option 1 of this report.
3. The revised and updated tree management policy and tree removal procedure forming Attachments 3 and 4 to this report (Works and Services Committee, 16/04/2018 item 2.4.2) be endorsed.

ATTACHMENTS

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

1. DRAFT Terms of Reference Tree Removal Appeal Sub-Committee
2. Tree Removal Decision Flowchart
3. Tree Management Policy with track changes
4. Tree Removal Procedure with track changes

1. BACKGROUND

- 1.1 At Council's December 2017 meeting it was resolved "*that staff bring back a report and draft terms of reference for a Tree Removal Appeal Sub-Committee to be established in the first quarter of 2018.*" (Resolution No. 2216/2017)

- 1.2 Trees in the urban environment under the care and control of Council provide a wide range of benefits for the community but also have inherent risks and potential nuisance, leading to a high level of public interest in their management and control.
- 1.3 The Tree Removal Procedure was reviewed in 2011, addressing a number of issues raised by the former Tree Management Appeals Sub-Committee (TMAS), to include empathy for aged residents, damage caused by tree roots, thinning of over planted verges and a consistent process for assessment of tree removal appeals.
- 1.4 Twelve months on from the new procedure being adopted, a further report was presented to Council which resolved to continue the application of the revised procedure based on the effective application of the procedure and the balanced outcomes it delivered.
- 1.5 At the April 2016 Council meeting, information was presented for a new Tree Management Framework, the resolution of Council was as follows “*The revised and updated Tree Removal Procedure ... be endorsed; with option 1, the Development Assessment Unit, as the preferred mechanism for processing requests to review tree removal decisions related to Regulated/ Significant trees where removal is supported (Clause 2.7 of Tree removal Procedure).*” (Resolution No. 1014/2016)
- 1.6 Staff have been operating under this procedure since this date. This has involved City Infrastructure staff (Field Services and Technical Services) and City Development staff reviewing requests for tree removals twice per month.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Field Services staff – City Infrastructure
 - 2.1.2 City Development staff
 - 2.1.3 Governance staff

3. REPORT

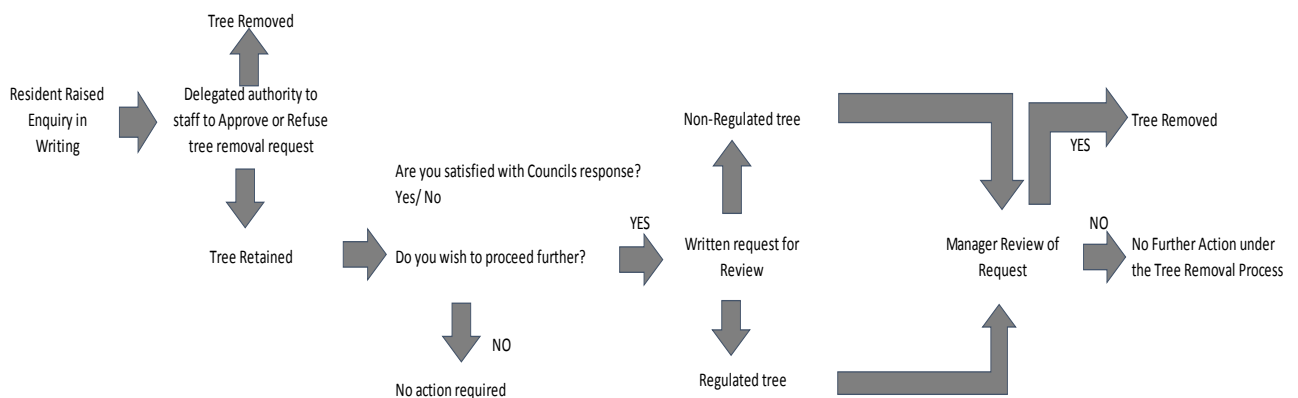
- 3.1 Under the process implemented in 2013 the number of requests considered by the Tree Removal Committee has risen from 879 requests to 1223 requests in 2017, with the number of approvals being maintained above 1000 for the last four years, (2014 to 2017).
- 3.2 In 2017, of the 1223 requests considered by the Tree Removal Committee (TRC) on first review, 715 were approved (58.5%) and 476 were refused (39%) with 32 deferred (2.5%) pending further investigation/seeking further information. Of those which were refused, 39 proceeded to further review on appeal, of which 17 were approved on review. The current process is working well with approximately 3% of requests requiring the full review process and 22 (less than 2%) that were not supported against the criteria.
- 3.3 It is important to note that of the 22 trees not removed, 10 were Regulated Trees and 12 were standard trees. This result is 1% (that were not Regulated or Significant) of the total requests which did not meet the criteria for removal.

- 3.4 The Council Assessment Panel noted in its 2017 Annual report to Council that there was some confusion amongst residents that appeared before the Panel in the regards to Council's process for the removal of street trees that were classified as Significant or Regulated Trees under the Development Act 1993. The Panel noted that:
- 3.4.1 The Council invests considerable resources in the management of public trees, including street trees. The process for those trees that are Regulated or Significant has recently been altered so that only those applications likely to be approved are lodged by Council for Development Approval.
 - 3.4.2 Given the extensive nature of Council's Streetscape Renewal Program, it may be appropriate for Council to seek the Minister for Planning's approval for amendments to the Development Plan for the consideration of street trees in such programs, given that the Development Plan criteria was created by the State Government.
 - 3.4.3 (*Homes and Community Care Program*) Assistance for maintenance associated with Regulated or Significant Trees is available for older people and younger people with disability, but the assistance available is dependent on the resources available at the time of the request.
- 3.5 The Field Services and Technical Services program review has established a new structure for the management of all parks and landscape assets, to which responsibility for trees has been allocated.
- 3.6 As an outcome of the program reviews, the attached policy and procedure have been updated to reflect the new structure for the management of trees. Noting that with the new structure, accountability for all tree requests and assessments will be managed in the one area. This is within the Infrastructure Management division.
- 3.7 The Tree Management Process maintains communication with the community and adheres to the Tree Removal Criteria as approved by Council in April 2016.
- 3.8 The City Landscape Plan (which is currently being reviewed and renamed to Green Infrastructure Plan) and the Adapting Northern Adelaide Plan contributes to the health and wellbeing of our community through the management of canopy cover, as staff work towards the 20% increase in urban green cover by 2045 – a key performance indicator of the 30-year Plan for Greater Adelaide 2017.
- 3.9 The Green Infrastructure Plan to be developed in 2018 will ensure that the City's streetscapes and open spaces will provide health and wellbeing outcomes to our community now and into the future and also ensure Council's green assets are well managed and maintained fit for purpose.
- 3.10 This method of managing Green Infrastructure will also consider the heat island effect mitigation as well as ensuring biodiversity contribution across the city through corridors, refuges and links from escarpment to estuary for fauna movement within these corridors across the City. These corridors, refuges and links, which may include specific trees in a streetscape, are critical for the city to be able to adapt to future climate change for both the natural and urban assets within the city and region, ensuring accountability to balance strategy for the long term community well-being with individual needs.

- 3.11 The tree removal process seeks to maintain, balance and enhance the quality of the City’s urban forest in accordance with the Street Tree Asset Management Plan endorsed in 2015 and Tree Management Policy endorsed in 2016. The modified Tree Management Policy for review is provided attached to this report with track changes seeking endorsement.
- 3.12 The current process requires communication from the resident/property owner to the Customer Centre, either in writing, phone call or counter enquiry. This process provides a customer reference number (CRM) which allows the customer to track progress of their request if they contact Council again.
- 3.13 The updated Tree Removal Procedure for review is provided attached to this report with tracks changes seeking endorsement. The summary of the changes are as follows:
 - The change in the division responsible for the management of trees.
 - The Tree Removal Committee is replaced with the Parks and Open Space Assets team.
 - Introduction of terminology to clarify decision making around Regulated or Significant Trees.
 - Clarification of the frequency that an individual tree removal request will be considered, clause 1.11 and 2.7 unless significant change in circumstances.
 - Included the opportunity for further review in accordance with the *Local Government Act 1999*.
 - Included NDIS as an assistance agency.
 - Burnley system for attributing a monetary value to an amenity tree is proposed over the McAllister system. On the basis that it is the more accepted within the Arboricultural profession and seen as industry best practice.

Existing Process (Option 1)

- 3.14 The existing process is as follows:



- 3.15 The initial request will be assessed by key Parks and Open Space Assets staff with the delegated authority to approve or refuse tree removal requests, when considered against the Tree Management Policy and Tree Removal Procedure.

- 3.16 Involvement of City Development staff will be sought where the tree needs to address the criteria of the Development Act, as a 'Regulated or Significant' Tree. The criteria of the Development Act applies equally to Council as it does to community members.
- 3.17 If the applicant is not satisfied with the outcome of this request, a further review will be conducted on appeal by the Manager Infrastructure Management, who will make the decision in relation to the tree within a determined timeframe.
- 3.18 Under the current process, if the applicant/resident is not satisfied with the decision of this review this would be the end of the matter under the Tree Removal Process. However, an application for review of Council decision may be made in accordance with Section 270 of the *Local Government Act 1999* should an applicant/resident remain dissatisfied with the decision arising from the review by the Manager Infrastructure Management as outlined in 3.17 above.

Regulated / Significant Trees

- 3.19 Council is bound by the State Governments criteria for the retention and protection of Regulated and Significant Trees under the Development Act 1993.
- 3.20 Council's tree removal criteria (as the asset owner) do not align with the Development Act criteria. Council's Policy includes a broader range of circumstances for removal of trees in the public realm given the criteria is applied to all public trees. The additional criteria include hardship / health of adjoining residents and lower thresholds for damage to public infrastructure.
- 3.21 While Council may make an application to remove a Regulated or Significant Tree, it needs to demonstrate compliance with the Development Act, otherwise the development application cannot be approved.
- 3.22 The vast majority of development applications are approved by staff under delegated authority.
- 3.23 The current process involves a preliminary assessment of a Regulated and Significant Tree before a formal development application is submitted. This step is to reduce the confusion and potential misleading expectation that might otherwise be created for a resident if a development application is made for the removal of a tree when there is no prospect of approval under the Development Act due to the criteria not being satisfied.

Alternate process including a Tree Removal Appeals Sub-Committee (Option 2)

- 3.24 An alternate process which includes the establishment of the Tree Removal Appeals Sub-Committee, could be considered after the above current removal process is completed adding an opportunity for further review.
- 3.25 The membership of the sub-committee should consist of four Elected Members (Chair of each standing committee) plus one independent member being an arborist or planner, having necessary qualifications, skills and capacity to provide technical and advisory skills for the items being considered. This will provide appropriate transparency and probity to the determination of Council. City Infrastructure and City Development staff members will be in attendance in an advisory role only. It is envisaged that the sub-committee will meet quarterly.

- 3.26 To have an independent in the sub-committee will require an annual budget of \$1,200 or \$300 per meeting, based on similar fees which are paid for the DAC independent members.
- 3.27 It is expected that the sub-committee will consider between 10 to 25 trees annually, based on the number of previous requests that complete the full review process currently.
- 3.28 Draft terms of reference for a sub-committee are attached to this report.
- 3.29 The first meeting of the new Sub-Committee could be scheduled for July 2018 should it be established.

4. CONCLUSION / PROPOSAL

- 4.1 Tree management is critical as part of Council's services to the community into the future. The Green Infrastructure Plan is key in meeting the larger strategy of the state across the metropolitan area, providing intergenerational equity, creating landscapes that are resilient to climate change, particularly with respect to heat island effect, for future generations.

Option 1 – Maintain Current Process

- 4.2 The current tree removal process and implementation of the approved policy and procedure results in approximately 1% or 12 trees (that are not Regulated) of current requests being retained, i.e. only 1% of requests are refused of those that have run the full review process. The process is robust and has the appropriate levels of checks and balances through a review process.
- 4.3 With nearly 1200 requests and 12 (non-regulated) not supported for removal against the criteria after reviews are excised, the application of the current process is considered to be working well.

Option 2 – Add an additional review process through a Tree Removal Appeal Sub-Committee.

- 4.4 The addition of a further review process through a sub-committee of Council would provide a further review option. Based on current data this sub-committee would consider approximately 22 reviews per annum, with 50% of those trees being classified as regulated/significant.
- 4.5 Given the very low numbers of tree reviews (less than 1%) that are resulting in trees not meeting removal criteria, the implementation of option 2 is considered to have minimal improvements over the existing process and adds a further layer of delay and administration to the process.

CO-ORDINATION

Officer: Executive Group
Date: 09/04/2018



DRAFT Terms of Reference

Tree Removal Appeal Sub-Committee

2018 March

1. Background/Preamble

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

2. Aims/Purpose

The Tree Removal Appeal Sub-Committee:

- 2.1. Has delegated authority to make decisions in relation to tree removal appeals instigated by a resident or property owner, except where the appeal involves a tree classified as a 'Regulated or Significant Tree' in accordance with the Development Act 1993 and Development (Regulated Trees) Variation Regulations 2011.
- 2.2. 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.
- 2.3. Will provide an avenue of appeal by property owners and / or residents against Council City Infrastructure staff decisions in relation to tree management and in particular tree removal.
- 2.4. Will operate in accordance with the endorsed 'Tree Management Policy'.
- 2.5. Will ensure consistent application of tree management decisions by Council. With removals being considered against the below criteria consistent with Council's endorsed Tree Removal Policy;

- 1) The tree is in an unsuitable location and is unreasonably obstructing approved infrastructure or traffic sight lines.
- 2) The tree is inconsistent with the landscape style and character of the local area and/or does not contribute substantially to the landscape or streetscape.
- 3) The spacing of tree planted on a standard width verge is inconsistent with the 'Street Tree Planting Guide' for that species of tree.
- 4) The tree is diseased and/or has a short life expectancy or is dead and has no significant landscape or habitat value.
- 5) The tree is structurally poor and/or poses an unacceptable risk to public or private safety and/or has a history of major limb failure.
- 6) The tree roots are shown to be causing or threatening to cause damage exceeding two thousand dollars to adjacent infrastructure.
- 7) The tree roots have resulted in damage to Council's kerb or footpath that has required replacement or substantial repair works on more than one occasion within a 5 year period.
- 8) The tree is in the location of a first single driveway of a property (sub-division excluded).
- 9) The tree is in the location of an approved Council development.
- 10) The tree has been assessed for removal as part of the 'Streetscape or Landscape Redevelopment/ Renewal Program'.
- 11) The tree, according to a medical specialist or GP, has been determined to be the cause of a detrimental effect on the health of a nearby resident. Such advice must be in writing.
- 12) Genuine Hardship
 - a. The person/ resident is receiving HACC or a community care service or;
 - b. The person/ resident does not have the functional ability to relieve the nuisance caused by the tree or;
 - c. The person/ resident is aged or frail and has moderate, severe or profound disabilities which prevent them from relieving the nuisance caused by the tree or;
 - d. The person/ resident is a carer of a person that meets the above criteria.

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

3. Status of the Committee

The Tree Removal Appeal Sub-committee is formed under section 41 of the Local Government Act as an advisory committee to Council for the purpose of providing advice to Council in regard to the areas listed above.

4. Meeting Procedures

All meetings of the Tree Removal Appeal Sub-Committee will be held in accordance with the Local Government Act 1999, the City of Salisbury Code of Practice for Meeting Procedures and the City of Salisbury Code of Practice for Access to Meetings and Documents.

5. Meeting Frequency

The Tree Removal Appeal Sub-Committee will meet quarterly or as required to assess appeals for Tree Removal.

6. Location of Meeting

The meetings will be held in the committee rooms of Council.

7. Membership

The membership of the Tree Removal Appeal Sub-committee will be comprised of the Chairs of all standing committees (4 Elected Members) and an independent member. The independent member will be an Arborist or other professional with the appropriate technical skills and experience to provide benefit to the Sub-Committee. City Infrastructure and City Development staff attend the sub-committee only in an advisory capacity.

8. Quorum

A quorum shall be 50% of the membership of the committee plus one.

9. Meeting Attendance

All members will attend the meeting unless an apology is received prior to the meeting.

10. Voting Rights

All members have equal voting rights. A question arising for a decision will be decided by a majority of votes cast by all members present. Each member must vote on a question arising for a decision. The Chairman has a deliberative vote, but does not; in the event of an equality of votes have a casting vote.

An appeal will only be upheld where there is a majority vote of the sub-committee. Where the vote is tied the appeal is dismissed and the original decision of Council staff stands. Any staff attending the sub-committee meeting do so only in an advisory capacity and do not have voting rights.

11. Chairman

The Chairman will be the Works and Services Committee Chair and the position of Deputy Chairman to be determined by the Sub-Committee at its first meeting. The Deputy Chairman will be re-appointed on an annual basis.

12. Term of Committee

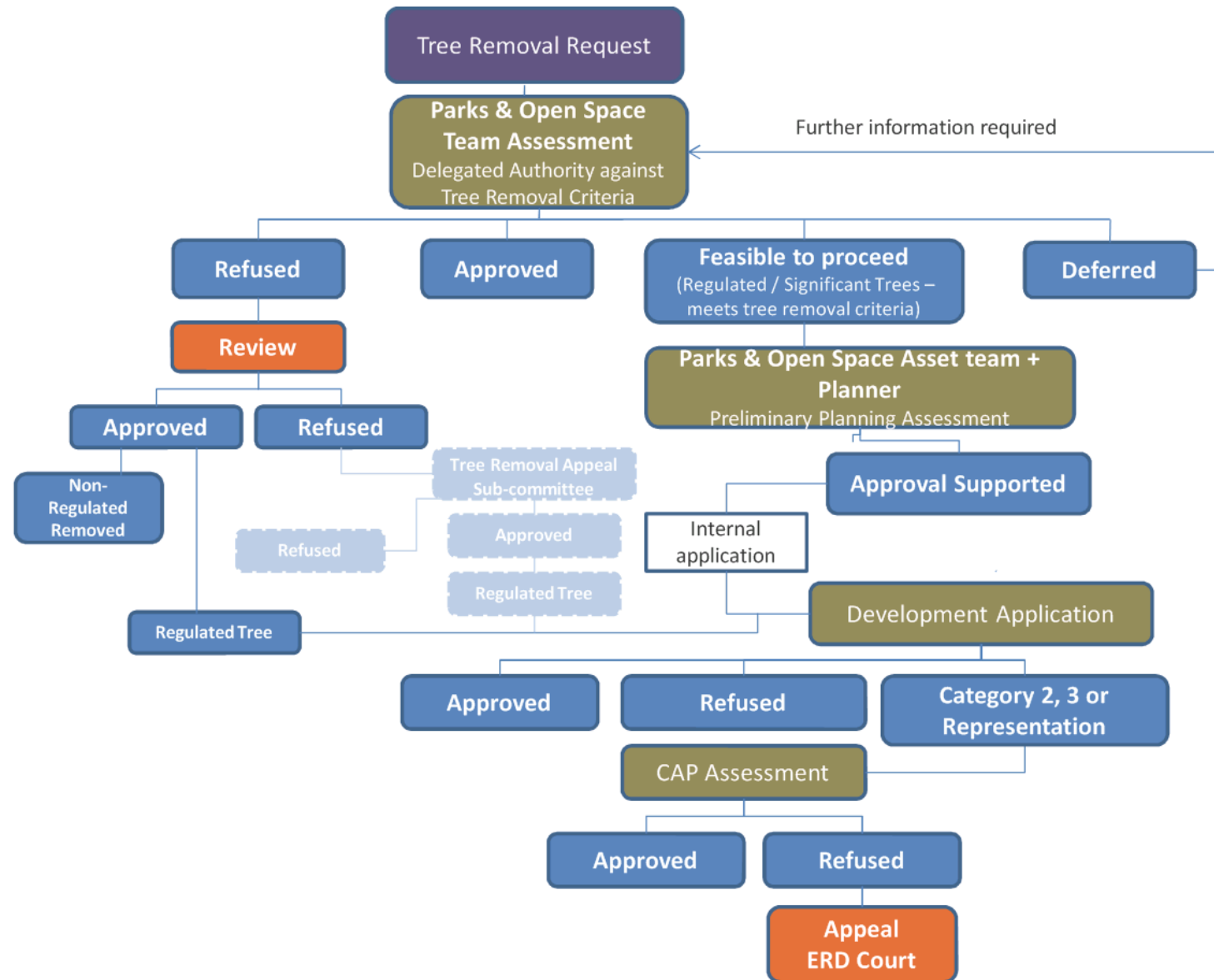
This sub-committee will stand for the term of the Council.

13. Review Process

The Tree Removal Appeal Sub-Committee will review its performance at its last meeting prior to a periodic election for Council.

14. Reporting Requirements

This Committee informs Council of its decisions, through the Works and Services Standing Committee, noting which removal criteria was utilised to approve the removal of the tree.





Tree Management Policy

Policy Type:	Policy	Decision No:	1014/2016
Approved By:	Council	Last Reapproval Date:	
Approval Date:	26 April 2016	Internal Reference No.:	
Review Date:	April 2018	Division:	Parks & Landscape Parks and Open Space Asset Team
Department:	City Infrastructure	Responsible Officer:	Manager, Parks & Landscape Team Leader Parks and Open Space Assets
Function:	14 - Infrastructure		

A – PREAMBLE

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

B - SCOPE

1. This policy provides strategic direction and guidance in relation to the management of trees under the care, control and management of Council.
2. This Tree Management Policy is one of a suite of documents used to manage trees in the City of Salisbury and should be read in conjunction with related plans, policies and

procedures. Refer to Section H for a list of associated documents that form part of the City of Salisbury's Tree Management Framework.

C – POLICY PURPOSE/OBJECTIVES

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

D - DEFINITIONS

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

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

3. **Landmark Tree Register** – a list of trees significant to the City of Salisbury due to their environmental, cultural, historical or social attributes.

4. **Arborist** – a person with formalised training to a minimum AQF Level 3 in Arboriculture.
5. **Regulated/Significant Trees** – as defined in the Development Act 1993.

E - POLICY STATEMENT

Tree Planting

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

Tree Protection

4. Trees that contribute to the cultural and social character of the City are to be placed on a Landmark Tree Register. The protection and retention of these trees will be given high priority where their retention is considered worthy.
5. The protection of Council trees will be given high priority in all aspects of the City's operations and maintenance activities.
6. Proposed developments should consider the impacts on trees. Proponents of developments should explore options for the retention of trees as part of development considerations.
7. Development applications will include all necessary information to allow full assessment of potential impacts on trees to be retained and an appropriate standard and space for planting new trees.

8. Trees that are to be retained will be protected from construction works and other activities/events that threaten tree health and stability. The Australian Standard (AS4970) will be used to achieve consistency in tree protection requirements.
9. Where there is evidence of unauthorised poisoning, pruning, or tree removal, the matter will be investigated and appropriate action undertaken in accordance with Council's Enforcement Policy and relevant legislation or civil action.

Tree Removal

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

Tree Asset Management

12. The City of Salisbury recognises that trees are a valuable community asset and play an important role in contributing to the amenity, character and liveability of our city.
13. The City of Salisbury is committed to maintain a functional and sustainable urban forest that enhances the character and amenity of the City.
14. The City of Salisbury will develop and implement practices that seek to effectively maintain and enhance the quality of the City's urban forest in accordance with the following specific objectives:
 - a. Minimising risks and nuisances to the community
 - b. Maximising the benefits of trees and their life expectancy
 - c. Improved degree of tree diversity (target maximum 40% of any family, 30% of any genus, 15% of any species) for resilience and robustness
 - d. Improved spread of age classes to minimise large number of trees senescing within close timeframes
 - e. ~~Maintain~~Maintain and enhance the existing levels of tree canopy cover
 - f. Tolerance to low water environments
 - g. Improved colour, form and habit of streetscape plantings
 - h. Protection and enhancement of biodiversity outcomes
15. The City of Salisbury is committed to renewing its street tree population and will develop and maintain a Street Tree Asset Management Plan that will include:
 - a. Clear vision and objectives particular to streetscapes that are aligned with the City's strategic directions and objectives.
 - b. Renewal strategies and actions incorporating funding levels and life cycles, planning processes, service levels, community consultation, targets for quantity of trees to be

replaced, criteria and methods for prioritising streets and tree removal criteria specific to the street tree renewal program.

16. Trees on Council reserves will be renewed through a range of practices including but not limited to the annual tree planting program, reserve upgrade projects, community planting initiatives and other capital work projects.

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

Community Consultation and Engagement

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

Risk Management

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

F - LEGISLATION

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

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

G - REFERENCES

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

H - ASSOCIATED PROCEDURES

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

Document Control

Document ID	Tree Management Policy
Prepared by	Mark Purdie Craig Johansen
Release	1.00
Document Status	Endorsed
Date Printed	06/04/2018 05/04/2018



Tree Removal Procedure

Procedure Type:	Procedure		
Approved By:	Council	Decision No:	1014/2016
Approval Date:	26 April 2018	Last Reapproval Date:	
Review Date:	April 2018	Internal Reference No.:	
Department:	City Infrastructure	Division:	Parks and Open Space Asset Team Parks & Landscape
Function:	14 - Infrastructure	Responsible Officer:	Team Leader Parks and Open Space Assets Manager, Parks & Landscape

A - PREAMBLE

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

B – SCOPE

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

C - PROCEDURE PURPOSE/OBJECTIVES

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

D - DEFINITIONS

1. **Tree** – long lived woody perennial plant greater than (or usually greater than) 4 metres in height at maturity with one or relatively few main erect stems or trunks.
2. **Regulated/Significant Tree** - As Defined in the Development Act 1993.
3. **Arborist** – a person with formalised training to a minimum AQF Level 3 in Arboriculture.

E - PROCEDURE STATEMENT

1. Tree Removal Process

1.1. All requests to remove a living, Council controlled tree must be in writing describing the reasons why the tree is requested to be removed.

1.2. All written tree removal requests are to be assessed by Parks and Open Space Asset Team to determine the health, structure and location of the tree.

1.3. Parks and Open Space Asset Team may approve or support (in the case of Regulated/Significant Trees) the removal of a tree if:

1.3.1. The tree is determined to be in poor health and/or structure and remedial actions are unlikely to improve the trees health or structure, or

1.3.2. The tree clearly meets the Tree Removal Criteria as listed in Section E3,or

1.3.3. The tree needs to be removed urgently to protect public safety i.e. underground utility failures in close proximity to a tree

- 1.4. The Parks and Open Space Asset Team may refuse the removal of a tree where the tree clearly does not meet any of the Tree Removal Criteria as listed in Section E3 and other remedial actions are likely to abate the nuisance being caused by the tree.
- ~~1.2.1.5. The TRC will comprise three (3) Council staff with expertise in Landscape Design and Arboriculture. A qualified Planner will also attend TRC meetings when Regulated/Significant trees are to be assessed for removal. The Manager – Parks & Landscape Technical Services and the General Manager City Infrastructure shall not participate in the TRC; these staff provide independent oversight of the review process as detailed in Section E2.~~
- ~~1.3.1.6. The Parks and Open Space Asset Team TRC will consider each tree removal request individually on its merits and will determine the most appropriate action required.~~
- ~~1.4.1.7. The Parks and Open Space Asset Team TRC may approve or support-deem it feasible (in the case of Regulated/Significant Trees) the removal of a tree if one or more of the Tree Removal Criteria as listed in Section E3 can be satisfied.~~
- ~~1.5.1.8. Each application assessed and processed by the Parks and Open Space Asset Team TRC will be categorised as either: approved for removal; supported-for-feasible to removal-remove (Regulated/Significant Trees); removal refused; or decision deferred to enable further information to be gathered to complete the assessment.~~
- ~~1.6.1.9. A written response will be sent to the applicant detailing the decision of the TRC by the Parks and Open Space Asset Team and as appropriate; any cost to be paid, list of removal criteria and the option for a review of the TRC decision.~~
- 1.10. The minutes-outcomes of each Parks and Open Space Asset Team assessment TRC meeting will be circulated to Elected Members.
- ~~1.7.1.11. Where a tree removal request has been refused by the Parks and Open Space Asset Team no further removal requests will be considered by the Parks and Open Space Asset Team within a 12 month period unless there has been a significant change in circumstances. Action from here will be the review by the Manager Infrastructure Management.~~

Supporting Information

- ~~1.8.1.12. Where an applicant believes that a tree or its roots are the direct cause of damage to private infrastructure, the applicant may be required to provide some form of evidence to enable the tree removal request to be assessed. This may involve the claimant exposing roots to enable inspection, or providing independent engineering assessment.~~

Regulated/Significant Trees

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

2. Tree Removal Decision Review Process

- 2.1. Where a request for a tree to be removed has not been supported by the Parks and Open Space Asset Team and the applicant is particularly aggrieved by the decision, the applicant may request a review of that decision.
- 2.1.2.2. All requests for a Tree Removal Review must be in writing, within 2 months of the Parks and Open Space Asset Team decision, detailing why they believe the decision was incorrect.
- 2.2.2.3. A Tree Removal Review will be undertaken by the Manager Infrastructure Management and/or the General Manager City Infrastructure. The Review shall include:
 - Examination of the original Parks and Open Space Asset Team TRC decision and the application of Tree Removal Criteria
 - Assessment to determine that all reasonable actions have been considered to reduce the impact the tree is having on any neighbouring properties or persons
 - Determination if further information or investigations are required to enable assessment
- 2.3.2.4. As part of a Tree Removal Review, removal of a tree may be considered outside of the Tree Removal Criteria where there are unique circumstances. These will be assessed on a case by case basis and may require the resident to pay a set fee (as per Section E4) for the removal of the tree.

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

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

2.7. Where a Tree Removal Review has refused the removal of a tree no further removal requests will be considered by the Parks and Open Space Asset Team within a 12 month period unless there has been a significant change in circumstances.

2.5.2.8. An application for review of Council decision may be made in accordance with Section 270 of the Local Government Act 1999 should an applicant/ resident remain dissatisfied with the decision arising from the review by the Manager Infrastructure management and/ or the General Manager City Infrastructure as outlined in clause 2.3

Regulated/Significant Trees

2.6.2.9. Where an applicant is particularly aggrieved with the decision not to remove a Regulated or Significant tree, the applicant may request a review of that decision. As part of the Review a qualified Planner will undertake a more detailed assessment of the tree and it is concluded the removal request meets the tree removal criteria (E3) and there is a reasonable probability that Development approval would be granted, a Development Application will be lodged for removal of the tree. The application will then formally be assessed against the provisions of the City of Salisbury Development Plan.

3. Tree Removal Criteria

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

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

- a. The person/resident is receiving [assistance through the National Disability Insurance Scheme \(NDIS\) or a community care service and;](#)
- b. The person/resident does not have the functional ability to relieve the nuisance caused by the tree or;
- c. The person/resident is aged or frail and has moderate, severe or profound disabilities which prevent them from relieving the nuisance caused by the tree; or
- d. The person/resident is a carer of a person that meets the above criteria.

[Note – leaf, bark, seeds, fruit or minor branch drop are considered part of the natural environment and are not criteria for tree removal.](#)

4. Cost Recovery for Tree Removals – including Development Purposes

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

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

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

5. Petitions

- 5.1 Where the residents of a street petition Council to have the entire street of trees replaced, (outside of the existing ‘Streetscape Renewal Programme’) Council may consider the petition if;
 - The petition is in writing in the correct petition format and
 - All residents of the street have signed the petition and
 - All residents of the street will meet all costs for the administration, removal, planting and establishment of new trees.
 - Replanting must be in accordance with the City Landscape Plan, Street Tree Asset Management Plan and Streetscape Renewal Program.

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

6. Unauthorised Removal Or Damage To Council Trees

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

F - LEGISLATION

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

G - ASSOCIATED PROCEDURES

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

ITEM	2.4.3		
	WORKS AND SERVICES COMMITTEE		
DATE	16 April 2018		
PREV REFS	Council	3.3.1 Further Motion	28 Aug 2017 6:30 pm
HEADING	Dedicated Dog Friendly Park at St Kilda		
AUTHORS	Craig Johansen, Team Leader Landscape Design, City Infrastructure John Darzanos, Manager Environmental Health & Safety, City Development		
CITY PLAN LINKS	2.2 Have a community that is knowledgeable about our natural environment and embraces a sustainable lifestyle. 2.3 Have natural resources and landscapes that support biodiversity and community wellbeing. 3.3 Be a connected city where all people have opportunities to participate.		
SUMMARY	Staff have investigated a request to report back on options for installation of a dedicated dog park at St Kilda. Staff propose that a dog park not be established in the surrounds of the St Kilda adventure park, as the need for such a facility has not been proven at this location.		
RECOMMENDATION	1. The information within the report be received and noted, and that Council not proceed with the development of a dedicated dog park at St Kilda.		

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

1.1 At the August 2018 Council meeting the following further motion was received:

“That staff report back on options for installation of a dedicated dog park at St Kilda.”

Resolution No. 1978/2017

2. CONSULTATION / COMMUNICATION

2.1 Internal

2.1.1 City Development Staff

2.1.2 City Infrastructure Staff

2.2 External

2.2.1 St Kilda & Surrounds Development & Tourism Association Chairperson

2.2.2 Staff have engaged the community through the dog and cat management plan survey. This engagement enabled staff to connect with the community members which have an interest in such facilities.

3. REPORT

3.1 Since the renewal of the St Kilda Adventure Park, patronage has increased and longer stays have been catered for with the installation of barbeques, more shelter and seating as well as the new toilet block.

3.2 This has seen an increase of families making a day of it and bringing along their pet. This has, on occasions, caused conflict between users within the adventure park, so Council has declared the adventure park a dog free zone (Resolution No. 1977/2017). Dogs on leash can be brought into the picnic areas and other reserve areas outside of the adventure park between the hours of 8:00am and 6:30pm.

3.3 As part of the community survey undertaken for the current review of the Dog and Cat Management Plan, participants were provided with an opportunity to identify a suburb/location where additional dog friendly parks could be located to meet the needs of the community.

3.4 The survey was only open to Salisbury residents and had over 400 respondents. Only 19% of respondents stated they would like to see additional dog friendly parks in the City, with only one respondent identifying St Kilda as a preferred location.

3.5 The results of the survey show that there is greater public demand for dog friendly parks within other suburbs of the City. Salisbury East and Paralowie were the stand out survey responses for additional parks and this will be further considered and presented as part of the review of the Dog and Cat Management Plan.

3.6 The number of dog parks is to increase in the 2018/19 financial year with a budget bid up for consideration for the establishment of dog friendly parks for small dogs.

3.7 Also, as part of the St Kilda masterplan consultation, the establishment of a dog friendly park was not highlighted, so there is little identified need from the immediate local community for such a facility.

3.8 Locating a dog friendly park at St Kilda, would be providing a greater benefit to the wider community that may choose St Kilda as a destination for social activities rather than local residents, and would require a significant investment for an unknown or no demonstrated demand from this wider community for a dog friendly park.

- 3.9 The nine dog friendly parks located within the City of Salisbury are located in areas that are generally supported by large residential population catchments surrounding the parks. The aim of this is to ensure they are well utilised and residents can have the option to attend the parks by walking. St Kilda does not have this large residential population in the immediate area to support the establishment of a dog park, and an option exists within St Kilda for dog exercise/walking off-lead within the reserve outside the hours of 8am to 6:30pm.

4. CONCLUSION / PROPOSAL

- 4.1 Staff having gathered information from the St Kilda masterplan consultation and the results of the dog and cat management plan survey have identified that there is low demonstrated demand for the establishment of a dog park at St Kilda from the local community.
- 4.2 Given the capital investment required to establish a dedicated dog park, this low demand combined with an unknown or no demonstrated demand for a dog park at St Kilda from the wider community has led to the conclusion that a dog friendly park is not required at St Kilda.

CO-ORDINATION

Officer: Executive Group
Date: 09/04/2018

ITEM	2.5.1
	WORKS AND SERVICES COMMITTEE
DATE	16 April 2018
PREV REFS	Works and Services Committee 2.5.3 18/09/2017
HEADING	Lease Portion of Lindblom Park to Metro United Women's Football Club
AUTHOR	Tim Starr, Coordinator Property, City Infrastructure
CITY PLAN LINKS	3.1 Be an adaptive community that embraces change and opportunities. 3.3 Be a connected city where all people have opportunities to participate. 3.4 Be a proud, accessible and welcoming community.
SUMMARY	<p>The Pooraka Football Club currently lease all the facilities at Lindblom Park from Council and sub licence a portion to Metro United Women's Football Club.</p> <p>As a result of the Metro United Women's Football Club's request to lease the Adams Oval facility, Council requested staff investigate the opportunity to lease a portion of Lindblom Park directly to them.</p>

RECOMMENDATION

1. Council endorse a further lease be offered to Pooraka Football Club from 1st October 2018 to 30th September 2023 for the whole of the facility outlined in red and marked B, C and D and a further two sheds outlined in red and a licence for the two ovals outlined in blue on the attachment 1 to this report (Works and Services Committee, 16/04/2018, Item 2.5.1).
2. Subject to Council consent, Pooraka Football Club enter into sub licences with Metro United Women's Soccer Club and Gleeson College Soccer Club under terms established in Council's Sub-licence Policy.

ATTACHMENTS

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

1. Overhead of Lindblom Park Pooraka

1. BACKGROUND

- 1.1 As a result of Item 2.5.3 Works and Services Committee September 2017 Expressions of Interest – Facility (Southern End) and Fenced Playing Field at Adams Oval, Salisbury North; Council resolved that;

“4. staff assist in facilitating discussions with Pooraka Football Club, the opportunity for Metro United Women’s Football Club to become the Lessee for the facility they currently sub licence from them” and

“6. that a further report be brought back to Council outlining discussions with the Pooraka Football Club and the Metro United Women’s Football Club”.

Resolution 2022/2017

- 1.2 As a result of item 3.2.1 May 2009 Resolution 1601 it was agreed to lease all of Council’s facilities located at Lindblom Park Pooraka directly to Pooraka Football Club. At that time submissions were received from Pooraka Football Club, Metro United Women’s Football Club and Pontian Brotherhood of SA.
- 1.3 The decision to lease directly to Pooraka Football Club (PFC) was based upon the fact that they have been a long term Licensee of the playing fields and they would manage the entire site. The PFC also cater for many community groups, enabling them to hold meetings and functions on their premises, usually at no cost, without the extra club rooms the PFC would not be able to continue this service.
- 1.4 It was further discussed at the time that should Metro United Women’s Football Club (Metro) be granted the lease to use as their home ground, the grounds would deteriorate rapidly with 9 teams playing on the surface. Similar concerns were raised in relation to the Pontian Brotherhood and that the reserve would not withstand the extra usage.
- 1.5 The leased facilities consist of three buildings outlined in red and marked B, C and D and a further two sheds outlined in red on the plan attachment 1. Further to the leasing the buildings the PFC licence two ovals outlined in blue also shown on the attached plan. They also occupy their own privately owned club rooms located at 19 McCarthy Court, Pooraka which they are fully responsible for.
- 1.6 When entering into the current lease on the 1st of October 2013 PFC’s lease fee was set at \$7,306.05 + GST per annum and has increased annually by the Local Government Price Index to a current rate of \$7792.15 + GST per annum.
- 1.7 PFC currently sublicense to Metro and Gleeson College Soccer Club (Gleeson). Council’s Sublicence Approval Policy states that “Sub-licensee fees for use of the premises are proportionate to that of the Lessee or Licensee”
- 1.8 Metro currently sublicense building D, Oval 2 and have shared use of building C from PFC with the other sublicensor being Gleeson. Metro pay an annual fee which commenced at \$8,000.00 plus GST which started on the 1st April 2013.
- 1.9 Gleeson currently sublicense building D and Oval 2. Staff have been advised that Gleeson also utilise building C however this is not noted within the sublicense agreement. Gleeson’s annual sublicense fee commenced at \$4,500 + GST per annum on the 1st of April 2013.

- 1.10 The arrangement to lease to Pooraka and allow them to sub licence benefits both the PFC and Council as there are multiple users for the same facilities which they manage.

2. CONSULTATION / COMMUNICATION

2.1 Internal

- 2.1.1 City Infrastructure
- 2.1.2 Community Planning and Vitality

2.2 External

- 2.2.1 Pooraka Football Club
- 2.2.2 Metro United Women's Football Club
- 2.2.3 Office of Recreation and Sport

3. REPORT

- 3.1 Metro had originally applied for the Adams Oval facility and then requested to directly lease the facilities at Lindblom Park from Council stating the following reasons:

- As a sub-licensee they do not have control of the facility and are often required to clean up other users mess before they can utilise the facility.
- They are unable to store equipment within the facility without risk of it being used or taken by other users.
- As a sub-licensee they advised that they are unable to apply for grant funding unless they hold the primary lease in their name. There currently are grants available but they advised that they are missing out on opportunities which may be available should Metro be offered a direct lease.

Pooraka Football Club currently have four poker machines which excludes them from applying for a number of state government grants. As a result of discussions with Pooraka Football Club representatives staff have been advised that the club are considering making a decision on divesting the machines and licence within the next 6 to 12 months.

- 3.2 Further investigations with staff from the Community Planning & Vitality Division and the Office of Recreation and Sport have determined that;

- State Government and Council have a suite of grants available ranging from Minor Capital works funding from as little as a \$1,000 through to \$500,000 for female change facility funding. There is also up to \$1,000,000 available for sporting surfaces (artificial turf).
- Clubs that hold a lease or sublease with Council are eligible for Council's Minor Capital Works Program despite whether they own/operate Gaming Machines up to a value of \$30,000.
- ORS Female Facility Program and Sporting Surfaces Program are open to clubs even if they own/operate Gaming Machines however Landowner Consent is required

- ORS Community Recreation and Sport Facilities Program is not open to clubs that own/operate Gaming Machines however if a club sub leases a separate building from another club that owns/operates Gaming Machines, then the sub leasing club can apply as long as the works to be completed are not part of the building that holds Gaming Machines. While it is beneficial to have the support from the Head Lessee, the most important support/consent is from the Landowner (Council).
- 3.3 It should be noted that all the buildings and grounds with the exception of the main football clubrooms located at 19 McCarthy Court are owned by Council and are therefore the responsibility of Council to maintain. The maintenance of the turf cricket is the responsibility of the lessee. Recently there has been upgrades to sporting infrastructure within this location which have included;
- Reconstruct turf cricket practice facility at Lindblom Park
 - Replacement of oval fencing
 - Pooraka Football Changerooms, Wet Areas & External Paint
 - Lindblom Park Community Hall, Pooraka, Wet Areas & External Painting
 - Lindblom Park Toilets, McCarthy Ct, Pooraka - Wet Areas & Painting
 - Lindblom Park Netball Court Resurface
- 3.4 As a result of Council's resolution 2022/2017 September 2017 staff contacted representatives of the PFC advising of Council's resolution requesting a meeting to discuss the opportunity to lease the facility directly to Metro. Discussions took place and it was agreed that the club representatives would take the request to the next committee meeting.
- 3.5 The Pooraka Football Club's Committee considered the request to discharge their lease which would allow Council to directly lease to Metro. The board unanimously decided to see out the existing lease agreement which expires on the 30th of September 2018. Furthermore the club have advised that they will be requesting to enter into another five year lease under the same terms as the existing agreement.
- 3.6 When reviewing the request from Metro consideration had been given to the reasons that a direct lease was not entered into when it was originally requested back in 2009. This reason at the time was that that the grounds would deteriorate rapidly with extra use from another club and that leasing directly to PFC would allow for increased control over the whole site with one club responsible for management of all buildings and playing field use and maintenance.
- 3.7 The concerns about overuse of the ovals still exists and it is noted that Metro train at Roma Mitchell College. Currently the Lindblom facility is used by Metro as follows;
- 4 Senior Teams train twice week - Tuesday & Thursday - 1.5 hours
 - 3 Junior Teams train twice week - Tuesday & Thursday - 1.5 hours
 - 2 MiniRoos Teams train once week - Thursday 1 hour
- Staff have also been advised that Gleeson College also use the ground for training twice a week.

4. CONCLUSION / PROPOSAL

- 4.1 The PFC does not wish to forego their existing lease and wish to renew their lease upon expiry in September 2018. Metro cannot apply for grants or any additional funding opportunities as a sublicencee.
- 4.2 As the current lease with PFC expires in September 2018 Council have an opportunity to either renew the existing lease directly with PFC or to lease directly to Metro.
- 4.3 As a sublicencee there is no restrictions for Metro applying for funding either from Council or the ORS on the provision that they seek and are granted approval from the head lessee (PFC) and landowner (Council).
- 4.4 Considering the ovals and buildings are used by several different clubs and that having a lease directly with PFC allows for a head lessee to manage these different users and considering that grant funding is available to Metro, it is proposed that upon renewal of the lease the head lease is again offered to PFC.
- 4.5 It is further proposed that the Pooraka Football Club be authorised to enter into new sub licences with Metro and Gleeson and that these leases be charged at a rate proportionate to that of the head lease. The Manager Property and Buildings will contact PFC and remind them of their obligations under Council's Sub-Licence Policy.

CO-ORDINATION

Officer: Executive Group
Date: 09/04/2018

Linblom Park Pooraka



Item 2.5.1 - Attachment 1 - Overhead of Lindblom Park Pooraka

ITEM	2.6.1
	WORKS AND SERVICES COMMITTEE
DATE	16 April 2018
HEADING	Capital Works Report - April 2018
AUTHOR	Christy Martin, Senior Coordinator Project Administration, City Infrastructure
CITY PLAN LINKS	3.2 Have interesting places where people want to be.
SUMMARY	The following monthly status report and requests for amendments is presented to effectively manage the City Infrastructure Capital Works Program.

RECOMMENDATION

1. Include within the 2017/18 Third Quarter Budget Review a non-discretionary bid to transfer \$30k available budget from PR17040 Irrigation Renewal Program to PR17147 Tree Screen Renewal Program.
2. Include within the 2017/18 Third Quarter Budget Review a non-discretionary bid to transfer \$150k of available operating budget from Field Services Civil Contractual Services lines to PR12000 Road Reseal Program, plus a non-discretionary \$150k Third Quarter Operating Budget Bid for PR12000 Road Reseal Program to complete the required kerb maintenance prior to asphalt works.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

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

2. CONSULTATION / COMMUNICATION

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

3. REPORT

3.1 PROGRAM AMENDMENTS

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

Amendment to Budget

PR17147 Tree Screen Renewal Program

As part of the Tree Screen Renewal Program, three sites are being undertaken this financial year, Main North Road Plantation, Para Hills West; York Terrace, Salisbury; and Bardsley Avenue, Parafield Gardens. In order to achieve an optimum outcome, a transfer of \$30k available budget from the Irrigation Renewal Program to the Tree Screen Renewal Program is requested. This will assist to cover the additional costs incurred in relation to traffic control at each site and increased tree removals required as removals have taken place and true image of the remaining vegetation was not a good as anticipated.

Recommendation: Include within the 2017/18 Third Quarter Budget Review a non-discretionary bid to transfer \$30k available budget from PR17040 Irrigation Renewal Program to PR17147 Tree Screen Renewal Program.

Impact: No impact.

PR12000 Road Reseal Program

Whilst renewing road surfaces as part of the Road Reseal Program, where required, kerb repairs are undertaken prior to road reconstruction works. This year the program has encountered a significant quantity of repair works which has exceeded the available budget. Repair works can be largely attributed to tree root and drainage issues which lift/alter the kerb line. To address this funding issue, approval is sought to transfer available operating budget of \$150k from Field Services Civil Contractual Services lines to PR12000 Road Reseal Program; plus a non-discretionary \$150k Third Quarter Operating Budget Bid. An audit of kerb faults is currently in progress which will assist to plan the future year's program of works and associated budget requirements.

Recommendation: Include within the 2017/18 Third Quarter Budget Review a non-discretionary bid to transfer \$150k of available operating budget from Field Services Contractual Services lines to PR12000 Road Reseal Program, plus a non-discretionary \$150k Third Quarter Operating Budget Bid for PR12000 Road Reseal Program to complete the required kerb maintenance prior to asphalt works.

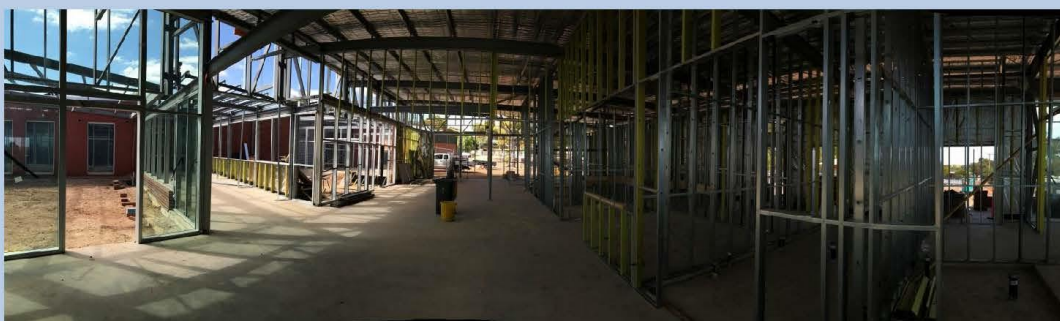
Impact: Transfer of available funds and additional funding allocation.

3.2 PROGRAM HIGHLIGHTS

In Construction



Para Hills Hub



Recently Completed



Cross Keys / Frost Road, Bicycle Network Improvement



Local Flooding Program
Barker Road, St Kilda

In Construction
Salisbury Oval Grandstand



In Construction

Post Avenue, Salisbury,
Flood Mitigation Works



Recently Completed

Lucia Place Reserve, Mawson Lakes Feature Landscape



Before



After

Pratt Avenue, Pooraka, New Fencing



Before



After

2017/18 Capital Works Program – Current Achievements	
163 projects have been finalised and successfully closed out	In excess of 100 designs have been completed
65% of the program has been committed or spent, in comparison to 55% this time last year	Approx. 300 LED's were installed last year at Walkley Heights. To date no maintenance expenditure has been incurred in comparison to approx. \$15k expense of the previous year.

4. CONCLUSION / PROPOSAL

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

CO-ORDINATION

Officer: Executive Group
Date: 09/04/2018

ITEM	2.6.2		
	WORKS AND SERVICES COMMITTEE		
DATE	16 April 2018		
PREV REFS	Works and Services Committee	2.1.3	21 Feb 2011
	Budget and Finance Committee	6.4.6	22 Apr 2014
	Works and Services Committee	2.6.2	20 Feb 2017
	Works and Services Committee	NOM 3	18 Sep 2017
HEADING	Flood Planning Discussion Paper and Update of Council's Flood Management Strategy		
AUTHORS	Dameon Roy, Manager Technical Services, City Infrastructure Peter Jansen, Strategic Planner, City Development		
CITY PLAN LINKS	2.4 Have urban and natural spaces that are adaptive to future changes in climate. 2.1 Capture economic opportunities arising from sustainable management of natural environmental resources, changing climate, emerging policy direction and consumer demands.		
SUMMARY	This report informs a Flood Planning Discussion Paper and its recommendations, seeks to obtain endorsement of actions relating to the incorporation of flood planning policy into the Planning and Design Code, and gives an update of Council's current Flood Management Strategy, Flood Plain Mapping for the City and associated mitigation works either currently undertaken or proposed.		
RECOMMENDATION	<ol style="list-style-type: none"> 1. The information within the report be received. 2. The priority actions arising from the Flood Planning Discussion Paper be endorsed, namely: <ol style="list-style-type: none"> a. The continued identification and management of critical sites affected by known flooding b. The finalisation of flood mapping with risk indicators of High, Medium and General in a form required for the Planning and Design Code c. Updating of the Stormwater Management Plans d. Implementation of actions in the Stormwater Management Plans e. Introduction of flood mapping into the Development Plan through transition to the Planning and Design Code 		

- f. Community Engagement strategy for information based on the Community Engagement Charter as introduced through the State's planning reform process.
3. The Major Flood Mitigation Projects outlined in this report be considered as part of the Major Flooding Program New Initiative Bid, 2018/19 and onwards.
4. Property and Buildings staff be approved to undertake preliminary negotiations with Private and Government Agencies with respect to the purchase of land for Flood Mitigation Purposes, prior to formal Council approval.

ATTACHMENTS

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

1. Executive Summary Flood Planning Discussion Paper
2. Map of Stormwater and Drainage Works
3. CoS 1 in 100 year Flood Models November 2017
4. Proposed Major Flood Mitigation

1. BACKGROUND

- 1.1 Since the Queensland and Victorian floods of 2011, there have been a number of reviews and policy initiatives at various levels of Government that has led to the preparation of a Flood Planning Discussion Paper to review and investigate a Council framework for planning policy on flood management.
- 1.2 These initiatives include the *National Disaster Insurance Review*, Commonwealth *Managing the Floodplain: a guide to best practice in flood risk management in Australia Handbook 7 2013*, Stormwater Management Authority Management Plans, *LGA and State Agreement on Stormwater Management 2013*, Council's *Adapting Northern Adelaide Climate Change Plan*, Council's *Strategic Directions Report 2013*, *Salisbury City Plan 2030*, and the State Planning Reforms.
- 1.3 At the same time there has been increased urban development and growth in the Salisbury catchments, with increased residential density further promoted through the State policy directions of the *The 30-Year Plan for Greater Adelaide* which contributes to changed stormwater runoff conditions.
- 1.4 The Discussion Paper reviews the current stormwater and flooding management, best practice principles, availability of flood risk information; Development Plan controls, and provides recommended actions.
- 1.5 The Discussion Paper is available for viewing on the Elected Members Portal and Council website. The Executive Summary of the report has been included in the attachments to this report.
- 1.6 This report informs of the current status of the Salisbury stormwater network and design considerations, and seeks endorsement of priority actions.

2. CONSULTATION / COMMUNICATION

2.1 Internal

- 2.1.1 Development Services, Planning
- 2.1.2 Economic Development and Urban Policy
- 2.1.3 Field Services
- 2.1.4 Communications and Customer Relations
- 2.1.5 Elected Members briefing

2.2 External

- 2.2.1 DEWNR – Flood Response Team, Stormwater Management Team
- 2.2.2 Bureau of Meteorology (BOM)
- 2.2.3 DPTI – (Stormwater Management Authority)
- 2.2.4 City of Playford, City of Tea Tree Gully
- 2.2.5 University of SA

3. REPORT

Strategic Context

- 3.1 Significant developments such as Greater Edinburgh Parks, Playford Alive growth, the Northern Connector, Northern Expressway, ongoing infill development and its promotion by the 30-Year Plan for Greater Adelaide have all impacted on the water catchment areas of the City of Salisbury.
- 3.2 The City is in transition to urban consolidation and residential infill, and national initiatives in response to floods across Australia have driven a need to consider a review of Council's policies and identify actions that should be undertaken.
- 3.3 The Discussion Paper was initiated to investigate the current and future issues for the City, and provide recommendations on the methods for having an integrated flood mitigation and planning policy.

Discussion Paper

- 3.4 The Discussion Paper key investigations were:

- 3.4.1 Drivers of Change

Identified the shift from greenfield development to urban consolidation and infill, urban greenfield growth upstream of Salisbury, planning policy changes to support infill development, implications of climate change and variability, lessons learnt from flood events, best practice flood management guidelines, increased community expectation, and legislative requirements.

3.4.2 Best Practice Review

Compared the Salisbury situation with the finding that there is the need to have a cooperative approach with neighbouring authorities, ensuring that up to date information and stormwater management plans exist, having a supporting community engagement plan, and the need for an increased awareness and understanding of the risks and responsibilities of all parties.

3.4.3 Availability of Flood Risk Information

Flood mapping should be made available to all stakeholders. Legal advice is that while there is no express obligation to provide mapping, there may be circumstances where the failure to provide mapping would expose Council to legal risk. The legal advice is contained in the full Flood Planning Discussion Paper.

3.4.4 Community Engagement

Best practice processes indicate that community engagement should be embedded in the information process, even if there are unknowns and gaps in order to increase community awareness of risks.

3.4.5 Existing flood and stormwater management planning

Finalising stormwater management plans in accordance with Stormwater Management Authority guidelines is considered a priority, particularly for funding opportunity eligibility.

3.4.6 Policy, Development Assessment and the transition to Planning and Design Code

The current Development Plan provisions lack detail on flood mitigation and management. Including flood mapping and flood hazard policies into the Planning and Design Code transition is considered the appropriate action. At present, development assessments are based on historical knowledge of the local area. The mitigation of potential flooding may not be adequately considered if not all issues (either existing or that have recently emerged) are known at the time a proposal is assessed.

The transition to the Planning and Design Code should consider the up to date flood mapping data and how this would be represented to provide clarity for developers and Council's planning staff in assessing and guiding future proposals.

In the interim a database for Development Services is being progressed, as noted below.

3.5 Recommended Strategies

3.5.1 There are 19 recommended strategies/actions.

3.5.2 Governance / Executive management responsibilities

- Understanding and managing community expectations
Initiated

- Works with SMAs to coordinate management plans
Ongoing
 - Identify response and emergency plans for floods
Ongoing
- 3.5.3 Floodplain mapping, management and risk mitigation
- Reference using Annual Exceedance Probability terms
Ongoing
 - Updated flood modelling and mapping with risk indicators
Completed
 - Regular review of flood modelling and mapping
Ongoing
 - Stormwater Management Plans prepared for all catchments
Ongoing
- Regular reviews of stormwater management plans
Ongoing
 - Strategic Plans have regard to flood management
Ongoing
 - Use Risk Management approach for flood management
Ongoing
- 3.5.4 Policy and Planning
- Prepare land use planning policy and map data
Initiated
 - Create spatial database for development assessment complete
90%
 - Assist DPTI with policies in Planning Reform
Initiated
 - Develop process to simplify and update information
Initiated
- 3.5.5 Provision of Information
- Timely distribution of information to stakeholders
Initiated
 - Disclaimers on flood mapping
Initiated
 - Prepare Community Engagement Strategy
Completed
 - Partner with SES for emergency management information
Initiated
- 3.6 Discussion
- 3.6.1 The majority of these recommended strategies and actions are underway and resourcing implications are continually being considered.
- 3.6.2 Impacting on the ability to initiate policy changes recommended in the Flood Discussion Paper are the State Government's Planning Reform initiatives such as the Planning and Design Code that are being prepared by the Planning Commission and DPTI. It is expected that there will be the need to integrate flood mapping and policy into the new planning provisions across the state through the transition process or future Code Amendments.

- 3.6.3 The opportunities are being investigated with DPTI on the format, timelines and required information through a Collaborative Work Program as part of the transition to the new form of planning policy envisaged in the Planning Reforms. This is focused on identifying the extent of policy that can be incorporated into the new Planning and Design Code, and the policy that will require further investigations as a separate body of work.
- 3.6.4 The Planning Reforms are a 5 year program of transition. The Planning and Design Code transition has begun its background investigations of all Development Plans and is anticipated to begin in earnest the latter half of 2018.
- 3.6.5 Existing Development Plan Amendments (DPA) will be progressed, but new DPAs are unlikely to be supported so as to allow the transition to occur, thus the need to get flood management addressed through the Collaborative Work Program.
- 3.6.6 As a result, the following are considered to be the priority actions for Council arising from the Flood Planning Discussion Paper:
- The continued management of critical sites affected by known flooding
 - The finalisation of flood mapping with risk indicators of High, Medium and General in a form required for the Planning and Design Code.
 - Updating of Stormwater Management Plans
 - Implementation of actions in Stormwater Management Plans
 - Introduction of flood mapping policy through the Planning and Design Code.
 - Preparation of a Community Engagement Strategy based on the Planning Reforms Community Engagement Charter.
- 3.6.7 There will be a review and consideration of remaining strategies after further Planning Reforms are prepared.
- 3.6.8 Council has been acting on the identification and management of critical sites, preparation of the extensive flood mapping, and implementation of known Stormwater Management Plans actions and recommendations across the Council area. This is further explained in the following sections of the report.

SALISBURY'S STORMWATER NETWORK

- 3.7 Stormwater systems are made up of various elements. Water is primarily piped to the road using roof water drainage. This then flows into the road kerb and gutter and from the road into side entry pits (SEP's) into the stormwater pipe network and/or into overland flow paths, detention basins/wetlands and ultimately into one of the three tributaries, Dry Creek, Helps Road or the Little Para Creek, which form the major part of the flood mitigation for the catchments, including the various wetlands and detention basins.

- 3.8 Traditionally Council's pipe network is designed to handle the minor storm event (up to a 1 in 5 year event, 25mm/hr of rainfall), above which time the local roads serve as the conduit for the water to get into overland flow paths etc.
- 3.9 During a storm event, stormwater runoff is generated primarily from hard surfaces, such as roofs and concrete driveways. In the past, this stormwater used to be attenuated in the back yards of properties, prior to discharging into the street, but with the increase in property densities there is little back yard and the roof size and sealed areas in a block have almost doubled the amount of runoff.
- 3.10 Similarly, in the last 10 years there has been major brownfield and greenfield development and redevelopment of the catchments particularly in the upstream sections of the catchments including:
- 3.10.1 The Escarpment areas of Tea Tree Gully and Salisbury, including most of the "Heights" suburbs
- 3.10.2 Significant development in the upper Cobblers and Dry Creek Catchments particularly in Tea Tree Gully.
- 3.10.3 Significant development in the Adams and Smith Creek areas that have direct additional flows into the Helps/Edinburgh systems from Playford.
- 3.11 This has put significant pressure on Council's stormwater assets. Much of Council's stormwater network was built throughout the 60's/70's, and whilst considering the minor flows, did not envisage the scale and density of development.
- 3.12 The 1980's and 1990's saw significant construction of wetlands and detention basin systems that provided the majority of flood mitigation, which have then been expanded/raised in recent years, such as Lake Windemere and the Paddocks to allow for the increase in densities unforeseen when first constructed.
- 3.13 There are also 23 dams that are strategically located to manage stormwater across the escarpment areas.
- 3.14 Council's primary flooding has been in two key locations:
- Firstly where the escarpment meets the plain, primarily along Bridge and Main North Roads. This is where the stormwater is running at a higher velocity and discharges at the same locations. Many of the local flooding issues are a direct result of small new development occurring upstream and changing the characteristics of the stormwater network.
 - Secondly, at the lower end of the flood plain along Port Wakefield Road/Bolivar Road/Burton Road areas, where the stormwater, because the area is so flat, is unable to discharge quickly and fills like a bath tub.

HYDROLOGICAL AND STORMWATER DESIGN CONSIDERATIONS IN SOUTH AUSTRALIA

- 3.15 Council in the 2011, Works and Services Report 2.1.3, "Update of Council's Flood Management Strategy", has set the standard for flood mitigation that no homes (built form) or business premises would have flood waters entering them in less than a 1 in 100 year storm event + 300mm in finished floor elevation from existing ground level.

- 3.16 A key part of assessing the effects of flooding in the city is using flood modelling to build a model of the catchment and then determine the areas subject to, and the depth of, flooding. These models are required to be updated as the city develops and the intensities and durations of storm events are better understood by the Bureau of Meteorology and refined.
- 3.17 The Bureau determines the average intensities for the whole of Australia based on historical storm data, which is reviewed after major events, such as the Queensland floods and will be updated after Salisbury's recent events.
- 3.18 Intensity, (how heavily the rain falls), is measured in mm/hour. The definition of a 1 in 100 year storm is different, depending on its duration. For example, in the Salisbury Plains, near Burton, a 1 in 100 year event is considered to be a storm that has an intensity of 120mm/hr for a 15 minute period or it could be a storm that has an intensity of 50mm/hr for a 1 hour period.
- 3.19 Similarly, Council uses the 30 year planning horizon to determine whether the land in the model is high density and therefore has a high run-off co-efficient or low density such as open space. Salisbury and the escarpment areas, such as Ingle Farm, are undergoing significant densification which effectively doubles the amount of runoff from the equivalent area. This has been included as part of the modelling.
- 3.20 It is also important to understand that Salisbury's catchments have two different mechanisms for flooding. The Little Para and Dry Creek systems are predominantly high flow, short time of concentration (less than 1 hour), creek systems, which means that flooding events in Salisbury are often due to short duration major storm events in summer. The Helps/Greater Edinburgh Parks systems are long duration (24 hours or more) flood events where the ground has been saturated over the previous weeks, and occur in winter.
- 3.21 The recent flood event in December 2016 was particularly unique in that it had both rainfall prior to the event, meaning saturation of the ground and a storm event, which had a wide spread effect across the catchments.
- 3.22 Major flooding events for this Council will occur when there is a weather pattern of a slow moving low pressure system moving across the state, which generates rain initially, saturates the ground, then followed by high intensity thunderstorms, which tends to dump the most rain as they move up across the escarpment.

FLOOD PLAIN MAPPING THAT HAS BEEN COMPLETED

- 3.23 Council utilises consultancy firms to develop models of its catchments and then apply storms at various intensities, durations and considers different initial cases, such as whether the catchment is saturated to begin with. When looking at a Flood Plain Mapping ("TUFLOW model") for the City, as in Attachment 2, it is a pictorial representation of the depth of flow created in the worst case scenario of storm events. In other words, it is the combination of all the worst 1 in 100 year storm events put over Council's Digital Terrain Model (DTM).

- 3.24 These models can take up to three weeks with three super computers to run, just to determine the worst case scenarios for one set of data parameters (say the 1 in 100 year events for a series of different durations), with the Little Para/Helps Road model taking effectively six months of raw computer time to complete. This is why the models often do not include recently completed works.
- 3.25 What is considered in the models is not just the storm event, but the worst case scenario with respect to the time taken for the flood waters to travel down a catchment and meet up with other flood waters. For example, the worst case, 1 in 100 year scenario for the Burton area, in the Helps/Greater Edinburgh Parks systems, is the 24 hour storm, due to the lack of grade preventing the stormwater from getting away, whereas the worst storm for the Dry Creek system is the 15 minute storm event, because the high intensity rainfall causes instant runoff from the catchment that all turns up at once in the creek, as seen late last year in the 28th December 2016 storm event.
- 3.26 The attached plan is also only for a particular point in time. For example, the plan does not include the recent works completed or some of the recent local flooding projects that has eliminated the flooding in key areas, as was demonstrated in the recent flood events.
- 3.27 This flood map also considers land use for the next 30 years, not what is currently the case. For example, the plan shows a significant increase in flows from Smith Creek, in Playford Council, over the next 30 years, based on the current development densities. However, as part of the future stormwater management planning, Salisbury has insisted on these flows being mitigated with detention basins to reduce the flooding downstream.
- 3.28 Playford Council is currently developing a Stormwater Management Plan for the Womma Road area to eliminate the increase in flows from Playford.
- 3.29 The attached plan is a combination of 4 “TUFLOW” models across the City with white and light blue representing nuisance flooding, (not considered to flood houses, but into properties), and dark blue that will potentially enter houses in a worst case 1 in 100 year event if Council does not undertake additional mitigation works over the next 30 years.
- 3.30 It is also important to understand that the Digital Terrain Model (DTM) used for the modelling does not include the level of houses or properties but has general contours across sites. This means that the modelling may show flooding through a property but the reality is the house itself in the majority of cases is higher than the verge by 3-400mm and not actually going to flood.
- 3.31 Council in recent years has strategically purchased properties that have been subject to flooding using the Metropolitan Open Space Scheme funding. For example, land was recently purchased on either side of the Little Para below Port Wakefield Road that enables additional flood storage and wetlands to be constructed protecting areas up and down stream of these sites.

- 3.32 Council staff are continually monitoring for properties that could be purchased to support increased flood detention and mitigation. As these properties may not necessarily come directly under the Land Acquisition Act, this report is seeking approval for staff from the Property and Buildings group to conduct preliminary negotiations for the purchase of these various sites, prior to reporting to Council. This will enable a wholistic and timely approach with respect to the interactions between private land on the market or proposed for development and integration with Council's reserves and waterways.

STATE LEGISLATIVE REQUIREMENTS FOR COUNCILS

- 3.33 Clause 8.3(f) of the 30th August 2013 LGA/State Government Agreement states :

3.33.1 *“Councils, in accordance with the recommendations of the National Disaster Insurance Review, will communicate floodplain mapping and associated risk information to the community, and allow the State and Australian Governments full and free access to also disseminate that floodplain mapping to improve community resilience to flood hazard.”*

- 3.34 Council has given its flood maps to the State Government via the Fire and Flood Management Unit/Regional Programs Branch, Department of Environment, Water and Natural Resources, which has direct responsibility to the State Emergency Services for flood emergency response.
- 3.35 This enables the state to respond appropriately to make safe areas that may be subject to damage and or risk to like in a large scale predicted flood event.
- 3.36 Often however, as was the case in the recent December event, there is no real warning of the size and scale of a storm until after it has occurred and in Salisbury because of the flash flood nature of the escarpment, and the fact that the majority of the problems occurred due to blockages in the stormwater network, there was no way to predict what was to occur, other than to prepare and have emergency response crews on standby.
- 3.37 Salisbury staff members are assisting the State Government to develop a new monitoring/prediction system that will better enable Local Government and Emergency Services to respond to large flood events.
- 3.38 Whilst this information has not been available directly to the public, Council officers have assisted residents with enquiries as to whether their property is flood prone, if the information was available. This enables Council stormwater staff to give a more informed response to the enquiry, given the significant number of variables associated with the flood maps available.
- 3.39 South Australian Councils have complied with the LGA agreement in different ways:
- 3.39.1 Councils such as Charles Sturt have provided very specific details to each individual resident, including remodeling of the stormwater house by house, including fencing. This is not preferred in the Salisbury context, because of the size of the catchments under consideration.

- 3.39.2 Various Councils have provided the flood maps as web based information with major caveats for the public to look at online. However it is considered that it is necessary to explain the implications to overcome the concerns of landowners.
 - 3.39.3 The Planning and Design Code is expected to incorporate Flood Mapping into the planning information of Councils. This is being discussed with DPTI in the Collaborative Work Program.
 - 3.39.4 A key element will be the future Communication Strategy to overcome the public information concerns.
 - 3.39.5 Councils, such as Tea Tree Gully at the completion of flood plain mapping, have provided written advice to residents to say that their properties may, at this point in time, be subject to flooding and to speak to Council for additional information.
- 3.40 Charles Sturt Council expected that there would be significant workload on staff during the notification period, but this did not eventuate as many of the residents were already aware of the historical flooding of the areas and the total number of calls of the thousands notified was less than 50.

DEVELOPMENT MANAGEMENT

- 3.41 A recommendation of the Flood Planning Discussion Paper Council is a Development Plan Amendment on flood policy and mapping. Staff have notified DPTI that the need to incorporate flood mapping data into the Planning and Design Code is a priority of Council. The
- 3.42 This is considered important in that the maps provide both an indication of possible problem sites, but more importantly allows future planning for developments in potentially flood prone areas to be considered in advance of developments being proposed to Council.
- 3.43 This will also enable Council to more easily identify land to purchase, in key areas to reduce long term flooding issues, as is the case particularly along sections of Dry Creek.
- 3.44 A good example of this process has been the work completed by the Development Services, Policy Development and Infrastructure Planning groups, with respect to the Coomurra Drive Development. Infrastructure has been planned to include a large detention basin, in the Coomurra Gully to ensure no flooding occurs as a result of the significant increase in runoff from the new estates, which is currently shown on the flood plain mapping.
- 3.45 The developers of the estates in the catchment area are contributing funds to this infrastructure through developer Contributions. It is expected that the Coomurra Drive detention basin will be constructed next financial year.

COMMUNITY CONSULTATION

- 3.46 It is recommended that Council continue to communicate with the public on an individual basis about flood affected properties.
- 3.47 It is important to recognise that:
- 3.47.1 Council has invested over \$8 Million in the last 3 years with a further commitment of \$13 Million in strategic projects over the next 10 years.
 - 3.47.2 The increase in investment on flood mitigation will reduce the potential impact to properties significantly in a 1 in 100 year flood.
 - 3.47.3 Our priority is community safety. Mitigation strategies are in place to best protect people and their premises from floodwaters caused by major weather events.
- 3.48 Consultation and Engagement Approach:
- 3.48.1 Council staff will share flood information with the community and developers based on the following:
 - 3.48.2 **BROAD COMMUNITY ENGAGEMENT:** Information available with the Council report, Frequently Asked Questions on Council's website and where to seek information. A proactive media engagement will be undertaken at the time of this report being presented to Council.
 - 3.48.3 Continue Council's current process of providing flood management information through Council staff rather than directly to the public.
 - 3.48.4 **DIRECT ENGAGEMENT:** This will be managed using the current available long term flooding information to inform residents possibly affected by flooding by letter, including a FAQ information sheet and directing them to the appropriate Council stormwater management staff for additional information. This letter will be sent within two weeks of the report being approved at Council.
 - 3.48.5 This will enable Council staff to address concerns of residents directly and inform them positively of the current mitigation strategies, future proposals and what it may mean for future development potential of their property.
 - 3.48.6 Whilst there is expected to be a significant increase in calls, currently around 2 per week, to 20 per week for some months, it is proposed that this can be managed with existing resources, with the letters going out one to two weeks after the Council report, during what is normally the quieter season for stormwater management staff.
 - 3.48.7 **DROP IN SESSIONS:** Council staff will provide drop in sessions, for residents once the letter drop is completed.
 - 3.48.8 **ONGOING ASSESSMENT:** Maintain open dialogue with residents, developers and other stakeholders to understand community/individual concerns and identify new areas that might be prone to flood events

- 3.48.9 Council staff will provide lists of properties whose houses or business premises are potentially affected, and the proposed mitigation strategy, to Councilors, to prepare them, should a constituent desire to ring an elected member direct rather than staff.
- 3.48.10 Council staff will also provide Elected members briefings as requested to address specific flood management concerns.
- 3.49 This approach will ensure Council assists the Community in the most efficient and effective manner to understand flood issues in and around residential and commercial properties and the Council's future proactive mitigation strategies.
- 3.50 Council's consultation plan is based on a draft Communications and Engagement Plan prepared in accordance with the known elements of Community Engagement Charter which has undergone public consultation at the end of 2017 and is still to be adopted by the State. This ensures Council will meet its' obligations with respect to future Planning and Design code.

STORM WATER MANAGEMENT PLANS (SMP'S)

- 3.51 The Stormwater Management Authority requires Councils to complete SMP's for all of their catchments, both from a legislative perspective and also as a requirement for funding consideration. There are two essential areas to be addressed, that of flood management and water quality management.
- 3.52 The City of Salisbury in 2012 approved the Adapting Northern Adelaide Stormwater Management Plan 2010-2039.
- 3.53 This has been a guide in the last seven years as to what priority projects have needed to be undertaken to meet both flood mitigation and water quality targets. This includes projects, such as Bridgestone Park, and Lake Windemere that serves both a quality, harvesting and major flood management function, being completed either through Council directly or through the Water Business Unit without direct State Government contribution.
- 3.54 As noted in the 2017/18 Major Flooding New Initiative Bid submission, it is estimated there is \$13 million in major flood management works, not including land purchases, to be undertaken in future years to fully mitigate for the 1 in 100 year flood event in the city, and \$3 million in local flooding projects. It was proposed to focus on the local flooding projects, at a street level, and complete SMP's for the various catchments to enable funding applications into the State Government for future major works. This expenditure has been already included in the Drainage Asset Management Plan and subsequent long term financial plan.
- 3.55 It is also noted that there is limited funding available from the state with no guarantee of applications being successful and subject to prioritisation with other state needs. Council has been advised that major funding support has not been available over recent years with other significant projects taking a higher priority.
- 3.56 Typically SMP's take two to five years to develop, with involvement from DEWNR and DPTI with representatives and the associated Councils.

- 3.57 Council has been working on two SMP's over the last two years, including that of Cobblers Creek SMP, which will be presented to Council for endorsement later in 2018, which has included significant mitigation strategies required by Tea Tree Gully to reduce flows and pollution into the Little Para, and an in-line Wetland in Salisbury to improve water quality and natural aquifer recharge and better management of SA Water dam and Cobbler Creek dam discharges.
- 3.58 Budget has been allocated to complete the Greater Edinburgh Parks SMP, by the end of the 2017/18 financial year with the Dry Creek/Salisbury Escarpment SMP to follow in 2018/19-19/20, and the Little Para in later years.

FLOOD MITIGATION WORKS

- 3.59 As mentioned above, Council has been undertaking significant Flood Mitigation works in line with the Adapting Northern Adelaide Stormwater Management Plan. Attached is a map that outlines both the major projects completed and still to be undertaken and the Local Flooding Projects completed and those currently being designed, throughout the city. These works total in excess of \$8 million; with some works being undertaken as part of works completed by external parties such as the Kesters Road/Main North Road drain extension, some have had both State and Federal Funding, such as Bridgestone Park Development.
- 3.60 Given Council's significant current investment in flooding projects, with some of these projects targeted to address issues, not just for the immediate houses affected, but the wider area, it is expected that the Flood Maps will have to be regenerated in 2018/19, if not sooner, to include all the recent mitigation works completed. These maps will see a further dramatic reduction in potentially flooded properties.
- 3.61 By consolidating this list of issues from all areas of the organisation and overlaying these with the flood mapping, a central register of known flooding problems has been established.
- 3.62 This central register has allowed Council to move from a reactive to pro-active program and allowed the prioritisation and creation of concept solutions for each issue. As discussed at the recent budget workshop, this has formed the basis for the local flooding and major flooding programs and subsequent new initiative bids.
- 3.63 Attachment 3 shows the two programs with completed works and ongoing projects. Attachment 4 separates out the future Major Flooding Projects that will be considered in the 2018/19 New Initiative Bid process.
- 3.64 Over the last 9 months Council has undertaken a comprehensive review of its 23 escarpment dams with expert advice from an external consultancy firm.
- 3.65 The review showed that the dams were generally in good condition, but there was a number of key areas to address:
- 3.65.1 Need to improve and formalise the maintenance and operational procedures around the dams.
 - 3.65.2 Review the hydrology up and downstream, and hydraulics to ensure dams met the 1 in 100 year design.

- 3.65.3 Improvements to accesses to dam inlets, for maintenance purposes, particularly along Nelson Road.
- 3.65.4 Improvements to silt management at various inlets to the major dams including Barker, Nelson Road and Cobblers Creek dams.
- 3.65.5 Emergency response plans be developed for each dam, in the event of catastrophic failure or overtopping.
- 3.66 This review has also led to the identification of a number of the future Major Flood Mitigation Works identified in Attachment C.
- 3.67 Council has recently completed the hydrological and hydraulic assessments and is currently developing emergency flood maps for the various dams. This will form part of the emergency response plan for the City's escarpment dams, to be completed by the end of this year.
- 3.68 In the recent New Initiative Bids, a dam rehabilitation program was introduced as part of the Water Course Management Program, which has set aside \$200,000 per year for the next five years to complete the known works as outlined above.
- 3.69 It is also important to recognise that the Watercourse Management Plan focuses on ensuring Council's watercourses and flood management infrastructure remain at full capacity, clear of silt and debris. The current project just west of Main North Road is clearing the debris and silt in Dry Creek and using the cut material to raise the banks of Dry Creek to eliminate the overflowing of Dry Creek into the South Western end of Mawson Lakes.

EMERGENCY RESPONSE

- 3.70 Council has an external warning system through the Bureau of Meteorology, which sends a text message through the phone network to the afterhours and Emergency response staff, based on rainfall rates in the catchment.
- 3.71 Similarly, the Bureau gives emails 24 hours in advance of possible flood events. This enables Council to work with SES to prepare for large scale longer duration events.
- 3.72 Salisbury and the DEWNR flood response team are also working on a new system that will enable more accurate warnings and advice for high flash flood areas, such as Dry Creek and the Little Para, where it is less than 1 hour between a rain event and flooding. As of late March 2018 DEWNR has approved funding for Council to install 3 additional rain and water level gauging stations both for the Creeks and in key sites across the escarpment.
- 3.73 It is expected that the system will be further developed over the next year with additional maintenance and system management costs being included in existing maintenance budgets for the 2018/19 financial year. It is also proposed to include additional stations as part of the Major Flood Mitigation Projects.
- 3.74 Council continues to improve the data base that we use to manage gully pit cleaning. As data is gathered on high litter/debris and silt sites, that cause blockages, Council is refining its pro-active cleaning program to include these hot spots, which potentially, or are at high risk of, blocking causing significant flooding to a number of homes downstream in a recent event.

3.75 The LGA, i-Responda Framework, is being used to develop a consistent approach in supporting Emergency Service Agencies during flooding events.

4. CONCLUSION / PROPOSAL

- 4.1 The Stormwater management planning program has matured to the point where the risk is minimised once key projects are completed over the next 10 years. This investment will reduce the potential impact to properties significantly in a 1 in 100 year flood and major and minor projects across the city have been included in the Drainage Asset Management Plan, not including the purchase of land.
- 4.2 A number of the locations require land acquisition and it is requested that Council give approval for Property and Building staff to undertake preliminary negotiations with Private and Government Agencies with respect to the purchase of land for Flood Mitigation Purposes prior to formal Council approval.
- 4.3 Council will be looking to use the Metropolitan Open Space Scheme, to Fund, either fully or in-kind the purchase of these properties.
- 4.4 It is recommended Council continues to support the creation of Stormwater Management Plans and the subsequent flood mitigation projects, both major and local flooding over the next 10 years.
- 4.5 The Flood Planning Discussion Paper has identified 19 strategies with the majority deemed mostly considered to be high priority. The initiatives of the State Planning Reforms such as the Planning and Design Code and the Community Engagement Charter will have to be considered in order to update planning policy.
- 4.6 It is considered that the priority actions identified in paragraph 3.6.5 of this report is an appropriate process with a further review after the Planning Reforms are finalised.
- 4.7 The proposed communication with the community and the developers of flood affected properties is identified in paragraph 3.48 of this report, with a Communication Engagement strategy to be finalised after the release of the Planning and Design Code and the Planning Reform Community Engagement Charter.

CO-ORDINATION

Officer: Executive Group
Date: 09/04/2018

EXECUTIVE SUMMARY

This summary provides an outline of the drivers of change, identification of best practice flood management objectives (that in turn can be compared to the City of Salisbury processes), discussion of key issues and gaps and provides strategies to update processes to best practice.

Drivers of change

Along with a shift in focus from greenfield development to urban consolidation and residential infill, Salisbury is responding to the prospect of a changing climate and the flood risks and opportunities this brings. Each of these areas of change is a driver for an integrated approach to floodplain planning across the Council area. Drivers of change include:

- Increased urban greenfield growth upstream of the City of Salisbury, contributing to increasing stormwater flows;
- Increased desire for infill development to promote appropriate planning outcomes, supported by The 30-Year Plan for Greater Adelaide and Council's Growth Action Plan;
- Implications of climate change and increased climate variability, including recommendations associated with "Adapting Northern Adelaide";
- Lessons learnt from previous local flood events and associated learnings interstate;
- Best practice flood management guidelines including the Australian Government's "Managing the floodplain: a guide to best practice in flood risk management in Australia (Handbook 7)";
- Increased community expectations; and
- Legislative requirements to ensure the implementation of appropriate duty of care responsibilities.

The community and government need to recognise the inherent risks associated with living in a floodplain, and that there will always be some level of residual risk after management measures, including mitigation and land use planning measures, are implemented. The level of residual risk will vary depending on how exposed areas of the floodplain are to flooding, the development controls that were in place when the area was developed, and the measures implemented to manage flood risk.

Catchments, stormwater and flooding

Flooding is an overflowing of water on to land that is normally dry and flood events are generally described as either riverine flooding, flash flooding, coastal flooding or a combination of these. Watercourses in the City of Salisbury include the Little Para River, Adams Creek, Cobbler Creek and Dry Creek which flow generally west from the hills. The catchments of these watercourses extend east beyond the City of Salisbury area to rural living areas of adjoining councils. In the urban and developed areas of the City of Salisbury, stormwater flows supplement flows to these watercourses. Stormwater is defined

as any rain that falls on roofs or collects on hard or paved surfaces including roads. Increasing proportions of impervious catchment (as a result of development) and subsequent increasing need for drainage have led to the development of a network of stormwater drains that intersect natural watercourses.

In the City of Salisbury flood events usually occur as a result of combined stormwater and riverine flows. Although there are no prescribed requirements relating to how councils manage flood waters, stormwater management planning provides a mechanism for the management of flood water in urban areas.

Review against principles of best practice

Managing the floodplain – a guide to best practice in flood risk management in Australia – AEMI Handbook 7 describes 8 key principles of a best practice approach to flood risk management. Table A reviews the City of Salisbury’s performance against these 8 principles.

Table A City of Salisbury’s performance against best practise principles

Principle	Status and opportunities for improvement
A cooperative approach to manage flood risk	The State-Local Government Stormwater Management Agreement aims to support catchment scale planning to ensure adequate consideration of flood protection, through the establishment of the Stormwater Management Authority whose functions include liaising with, facilitating and supporting State and Local government authorities. The State Stormwater Strategy describes the need for coordination, cooperation and a catchment approach as critical to achieving the greatest community benefit from mitigating against flood risk. As many of the catchments within the City of Salisbury include some area of adjacent councils, it is critical that the Council work with these neighbouring Councils in all aspects of stormwater modelling and mapping, risk assessments and risk mitigation action (high priority). Where community engagement is required, working together could achieve greater efficiencies and ensure consistency in messaging.
A risk management approach	The Stormwater Management Planning Guidelines (SMA, 2007) require stormwater plans to identify risks and opportunities including the potential for flooding, the nature and impact of flooding on properties, and the positive and negative impacts of future development on flooding. Existing stormwater management plans have considered risk however the absence of stormwater management plans for some catchments means this approach is not being followed Council-wide. The Northern Adelaide Flood Hazard Risk Management Report (DEWNR, 2016) identifies the lack of flood hazard mapping as a key limitation to the risk assessment. Progressing flood hazard mapping is required to enable the recommended further detailed analysis and re-evaluation (high priority).
A proactive approach	A proactive approach involves considering the full range of flood risks early in the process of developing strategic land-use plans in order to understand the development capability of land. The absence of recent flood mapping within the City of Salisbury makes it difficult for a pro-active approach to be applied.

Principle	Status and opportunities for improvement
<p>A consultative approach</p>	<p>Managing flood risk while supporting development intensification requires limiting the types of development allowable at specific locations considering flood hazard and using development conditions to reduce residual risk. Without flood mapping within the Development Plan, it is difficult for Council planners to appropriately assess development applications and apply development controls. Progressing flood hazard mapping is required to inform and support land use planning (high priority).</p> <p>Public consultation is an important element of understanding and managing flood risk however the City of Salisbury has not proactively undertaken community engagement relating to flooding.</p> <p>The Stormwater Management Planning Guidelines (SMA, 2007) expect engagement with staff, elected members and the local community. No reference to engagement is provided within the Salisbury Escarpment SMP however engagement with a number of stakeholders was undertaken as part of the development of the Cobbler Creek SMP. Developing a community engagement plan is required to support stormwater management planning and information provision (high priority).</p>
<p>An informed approach</p>	<p>Investigations and modelling that provide information on flood behaviour are required to manage flood risk. This information must be maintained and improved as conditions such as catchment development and rainfall patterns change. The City of Salisbury is currently undertaking a number of flood modelling projects and it will be important that regular update of the models be planned and resourced into the future (high to medium priority).</p>
<p>Supporting informed decisions</p>	<p>It is important that flood information is readily accessible to provide the basis for informed decisions. Historically the City of Salisbury has not made flood mapping widely available. Legal advice received for this project recommends that Council obtains accurate and up to date flooding information for its area as soon as possible and formulates and implements a strategy for dissemination of this information to the public (high priority).</p>
<p>Recognition that all flood risk cannot be eliminated</p>	<p>The community and government need to recognise that living in the floodplain has an inherent risk, however at present it is likely that many members of the community are not aware that they are living in a floodplain. The community needs to be made awareness of all the risks including the residual risk. Community engagement is required across all the Council activities and a community engagement strategy should be prepared to enable a consistent and informed approach (high priority).</p>
<p>Recognition of individual responsibility</p>	<p>Individual responsibility and self-reliance are critical for communities to prepare for, respond to and recover from flood events. This requires not only knowledge and awareness of the flood risk, but also understanding of actions individuals and households need to take to minimise damage to property, health and safety. The City of Salisbury has a key role to play in engaging the community to understand their risks and responsibilities (high priority).</p>

Availability of flood risk information

There is a lack of recent model data and mapping relating to sea level rise and flood inundation that consistently addresses flooding issues across the City of Salisbury. Quality flood management studies and inundation mapping is a prerequisite to flood planning and management. It is understood that a number of investigations are currently in progress. Once flood mapping is complete, it should be made available to all stakeholders including State government agencies and the community.

Legal advice (see Appendix A) states that Council has no express obligation to provide or make available floodplain mapping however it is noted that in certain circumstances, the failure to make floodplain mapping available that is in the Council's possession may expose the Council to some legal risk.

In addition, best practice flood risk management (objective 5 - see Section 5.0) requires making information on flood risk readily available, so that government, risk managers and community can make informed risk management and investment decisions.

The low confidence in the assessments undertaken as part of the Northern Adelaide Flood Hazard Risk Assessment as a result of the lack of recent flood data led to a recommendation to undertake further detailed analysis and re-evaluation to improve the confidence of the risk assessment and prioritise flood risk treatments. Flood mapping outputs would enable this to occur and emergency management in the region to be better informed.

The general insurance industry has developed and licenced the National Flood Information Database (NFID) for use by insurers in determining flood risk. This specially developed database uses publicly available flood information sources from state and local governments. Where flood risk information is not available, insurance companies may not make flood insurance available. By not making flood mapping available, the Council may be indirectly preventing individuals from obtaining flood insurance, or may be influencing the premiums associated with flood insurance.

The need for Council to have access to updated comprehensive flood management data and mapping is considered to be critical and therefore a high priority action.

Community engagement

Best practices flood management processes indicate that community engagement should start early in a process, even where there are considerable unknowns and information gaps. The community should be encouraged to contribute to the understanding of flood behaviour and how risks are managed. Community resilience may be improved by increased protection or because the community is better informed on flood risks and how to respond to the flood threat. Communities need to recognise that all risks cannot be eliminated and that they have an individual responsibility to manage risk.

Several years ago the City of Charles Sturt undertook wide-spread community engagement to inform and educate landowners in flood prone areas. Their experience may provide useful when planning engagement in the City of Salisbury.

In association with updating flood management data and mapping, Council should prepare and implement a community engagement program that includes information provision, stormwater

management planning, understanding and managing community expectations and risk management (including preparation, response and recovery from flood events).

Existing City of Salisbury flood and stormwater management planning

Stormwater management plans provide the mechanism for managing flood waters in urban environments such as the City of Salisbury. Approved stormwater management plans prepared following the Stormwater Management Authority's guidelines are eligible for State funding, a further incentive to prepare such plans.

It is understood that although two stormwater management plans have been prepared in the last 2 years, these have not been approved by Council and hence Council is not eligible for State government funding to implement these plans. Finalising and endorsing these plans should be undertaken as a high priority.

City of Salisbury Development Plan

Compared to best practice planning models and other Councils in South Australia, Salisbury Council's Development Plan fails to satisfactorily address flood management planning. A key contributing factor is the lack of reference to floodplain plans. As an example, this omission effectively means that many land uses and activities referred to in the *Development Regulations 2008* (particularly noted in Schedules 1A, 2, 3 and 4), which would otherwise be "development" within a floodplain area delineated in the Development Plan, escapes the definition of development and therefore may intentionally contribute to flooding issues. Although with respect to dealing with merit and non-complying development applications, it is noted that in the Environment, Resources and Development Court case of *Reed v District Council of Mallala [2016] SA ERDC 10*, the Court accepted that flood mapping not incorporated into the Development Plan can be used as a reason to support a refusal if such mapping is supportive of existing policies. Notwithstanding this matter, Council still required to have had the flood maps prepared to an appropriate level to be of relevance to the Court and the associated Court experts.

Development Plan policies (including flood mapping) should be updated as soon as practical (medium to high priority), while acknowledging that there may be some deficiencies in the mapping. Floodplain mapping is rarely fully up-to-date and provides a district / neighbourhood assessment (rather than individual allotment level that factors in detailed site levels and buildings/structures).

Suggested strategies

Having regard to the objectives for achieving best practice processes, the following strategies are proposed for Council's consideration and are grouped in the following categories:

- Governance / executive management responsibilities
- Floodplain mapping, management and risk mitigation
- Policy and planning
- Provision of information

Priorities have been assigned based upon each strategy's potential to achieve best practice flood risk management and address legal advice obtained for this project.

Governance / executive management responsibilities

1. Notwithstanding the legal obligations and best practice, there may be community expectation for Council to take action to address flood and stormwater management issues. Understanding and managing community expectations regarding flooding and stormwater should be undertaken as a **high priority**.
2. The City of Salisbury should work with the Stormwater Management Authority, DEWNR, Natural Resources Adelaide and Mount Lofty Ranges, DPTI and adjoining councils to coordinate the development of flood management and stormwater management plans (**high priority**). This collaboration should discuss issues associated with consistent approaches to deal with emergency management events, capital works and required changes to planning policy.
3. The Councils should identify a coordinated response / emergency action plan in times of a significant flood event (**high priority**). For instance, what is Council's responsibility to lead or partner with State Emergency Service regarding a flood event? What have been the learnings from other Councils in past events? Are there procedures in place that can activate a rapid response?

Floodplain mapping, management and risk mitigation

4. Reference to flood events should be referred to with reference to the Annual Exceedance Probability (AEP) (**high priority**). AEP refers to the probability each year of a certain size event being exceeded and reinforces that there is an ongoing flood risk every year.
5. Council should as a **high priority** obtain updated floodplain modelling and mapping across the entire Council area. Flood investigations should include:
 - > Velocity of floodwaters;
 - > Depth of floodwaters;
 - > Combination of velocity and depth of floodwaters;
 - > Effective warning time;
 - > Rate of rise of floodwater;
 - > Existing and future (say within 30 years) development / growth scenarios that may impact on flood planning and management.

Floodplain mapping should show inundation depths associated with agreed flood return intervals, as a minimum 10%, 2% and 1% AEP.

This strategy is consistent with the priorities identified in the Adapting Northern Adelaide (Climate Change Adaptation) Action Plan 2016-2019.

6. Regular review and update of floodplain modelling and mapping should be planned and budget for (**high to medium priority**). As new information becomes available, for example regarding catchment development or the impacts of climate change on rainfall and runoff, this should be incorporated and where possible modelling updated.
7. Stormwater management planning provides a mechanisms for flood management planning in urban areas.



- Stormwater management plans should be prepared for all catchments within the City of Salisbury (**high to medium priority**). These should be prepared following a whole of catchment approach and following the guidelines of the Stormwater Management Authority. Where catchments cover neighbouring councils, the plans should be prepared jointly.
8. Stormwater management plans should be reviewed regularly with reference to any changes in catchment conditions or reviews of flood modelling and mapping (**medium priority**).
 9. Floodplain mapping and management should have a long term outlook and influence Council's Strategic Plans. Strategic Plans (such as Salisbury Growth Action Plan) should consider issues relating to future flood risk (having regard to best available information relating to greenfield and infill developments, stormwater flows, within and external to the Council area) and residual flood risk (having regard to existing and future development implications once capital works and development control plans are implemented (**high to medium priority**)).
 10. When considering flood management planning (capital works and planning policy responses), a risk management approach should be implemented that enables investment to be focused on understanding and managing flood risk where it is needed most (**high priority**). For instance, flood management can be prioritised against criteria relating to location of most vulnerable sites / community nodes, and regional / state significance infrastructure that is fundamental to responding to a natural disasters (including flooding).

Policy and planning

11. A Flood Management Development Plan Amendment should be prepared as soon as possible that incorporates the most up to date available flood mapping and policies (**high priority**) (refer to appendices as examples).

Changes to design allowances for flood inundation may also be required. This strategy is consistent with the priorities identified in the Adapting Northern Adelaide (Climate Change Adaptation) Action Plan 2016-2019.
12. A spatial database should be developed that allows development assessment staff to rapidly identify properties subject to flood risk at all Annual Exceedance Probabilities (AEPs) referred to in the Development Plan (**high to medium priority**).

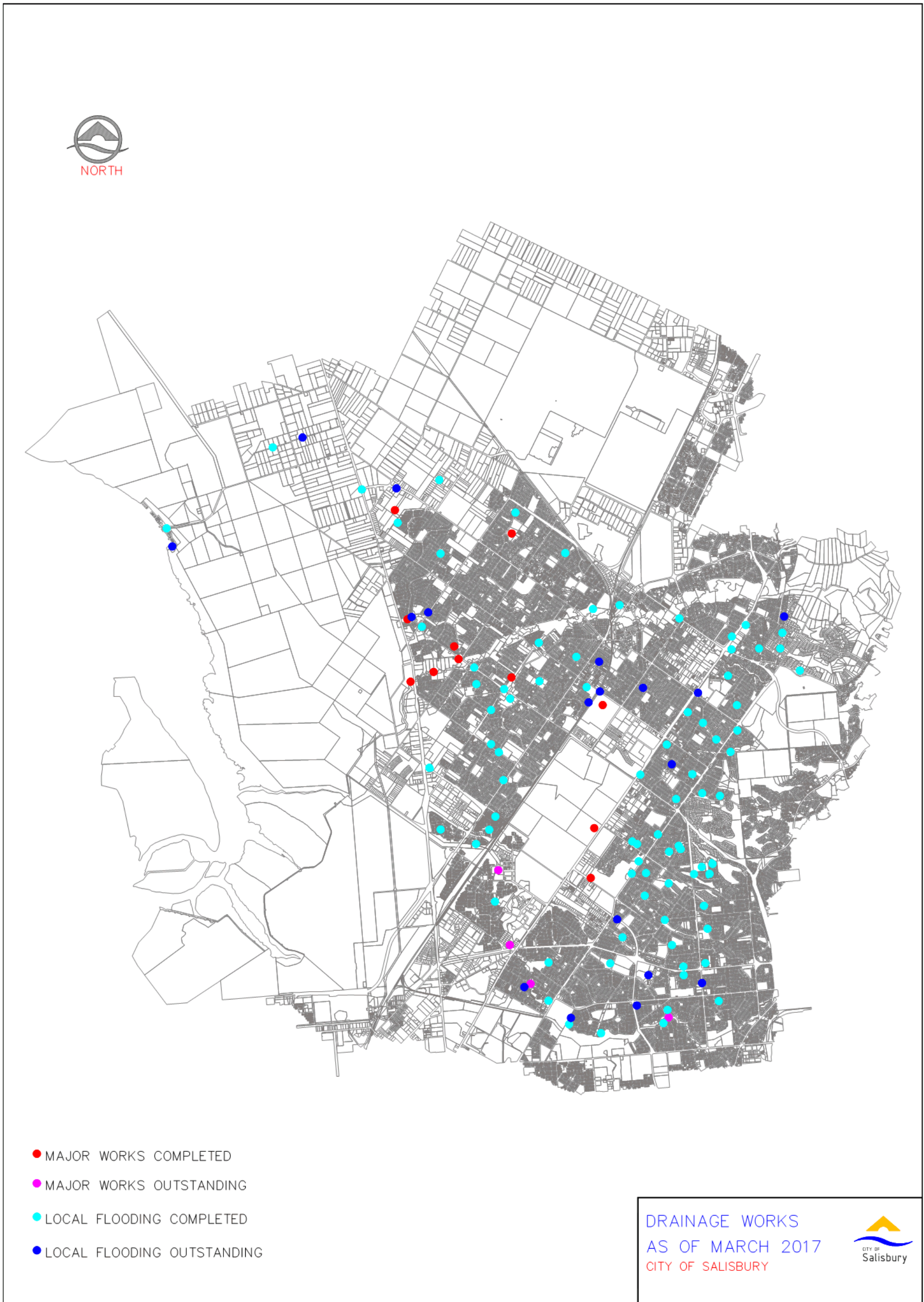
Council should investigate whether they wish to identify locations where 'at risk development' should not occur. A Development Plan Amendment may then be required to identify any such locations within the Development Plan. This strategy is consistent with the priorities identified in the Adapting Northern Adelaide (Climate Change Adaptation) Action Plan 2016-2019.
13. Council in partnership with the Local Government Association and other interested Councils should advocate for and consider assisting the Department of Planning, Transport and Infrastructure to:
 - > Develop flood management policies relevant to the proposed State Planning Policies, Planning and Design Code, Design Standards, Practice Directions and / or Practice Guidelines (**high to medium priority**). These inputs can consider sample Victorian Models (refer to appendices) that take a risk management approach to development (for instance, not

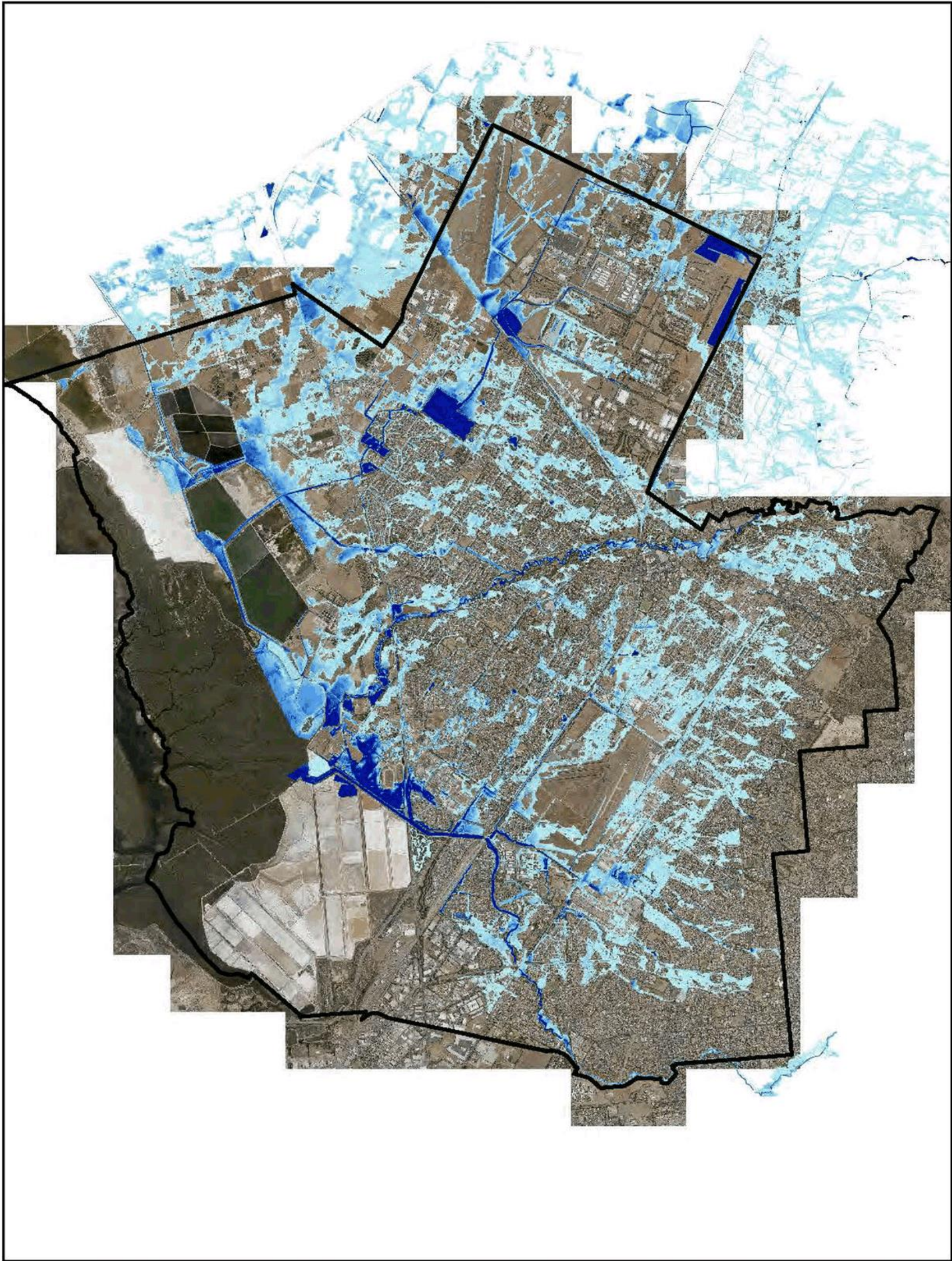
requiring development applications for some minor structures / fences and/or stormwater reports).

- > Develop a process that minimises resources and time required to update planning policy (including flood mapping) as a result of updated flood mapping (**high to medium priority**).



Provision of information

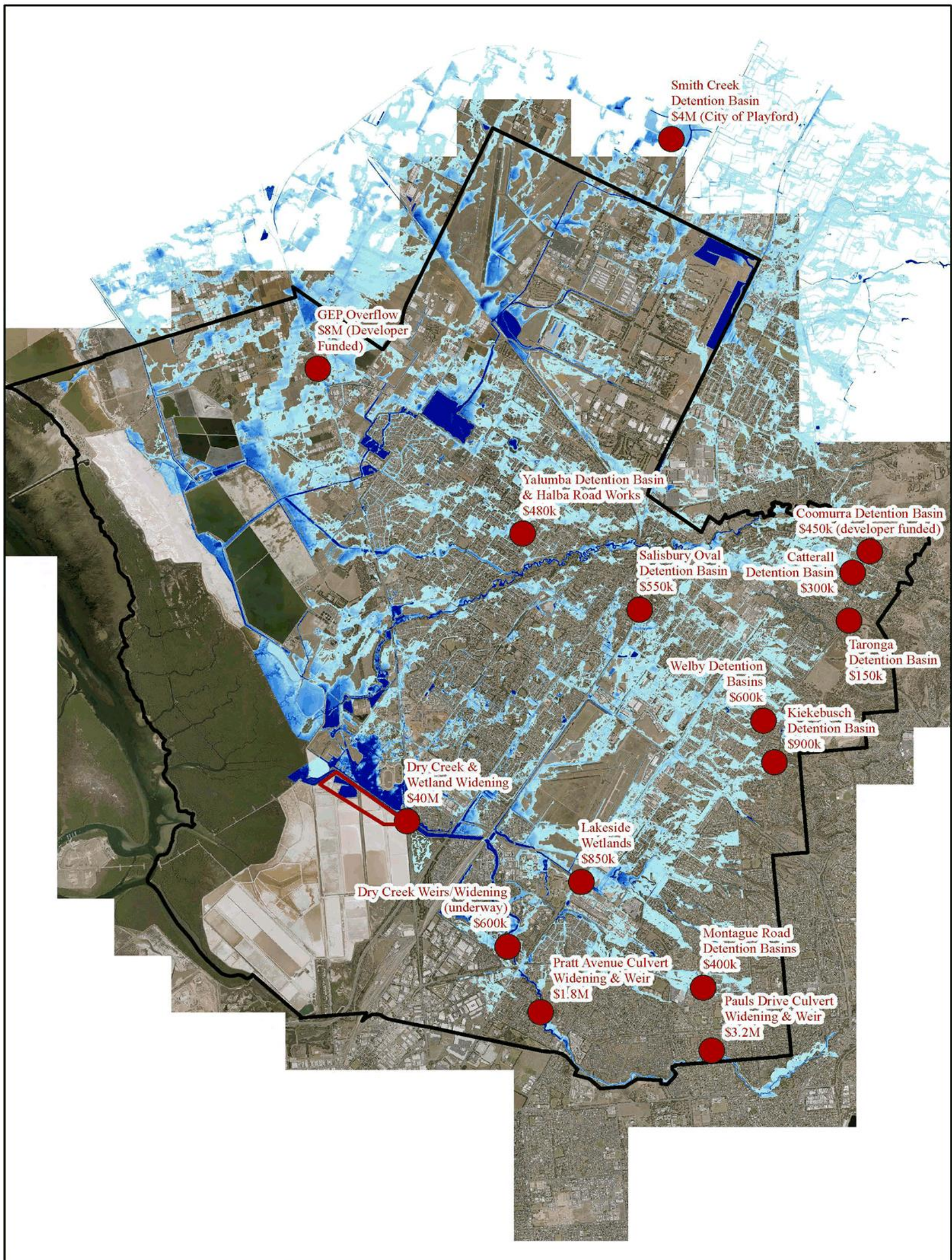
14. Council must ensure flood modelling and mapping outputs are distributed to relevant stakeholders in a timely manner (**high priority**). Stakeholders may include government agencies, infrastructure providers, and Council departments responsible for updates to Development Plan policy, neighbouring Councils and the community.
15. Disclaimers must be included on all flood maps to protect Council and ensure users of the information understand the limitation of flood mapping and do not rely on it but rather make and rely on their own enquiries (**high priority**).
16. Council should prepare a community engagement strategy / action plan that articulates how floodplain mapping and associated information is to be released (**high priority**). Concurrently Council should partner with the SES to provide emergency management information on to prepare for, respond to and recover from flood events.
17. Once Council has obtained and made available information on flood risk, Council should prepare information to be included with responses to requests for Section 7 Statements under the *Land and Business (Sale and Conveyancing) Act 1994* (**medium priority**). This information should draw the purchaser's attention to other Council website information (including gaps in information / caveats associated with floodplain mapping) and that they should make their own enquiries in relation to flooding risks affecting the property.






Note: This map is for indicative planning purposes only using ground levels, finished building levels have not been considered.

 **1 in 100 Year Flood Event Models** 



Note: Budget figures are indicative and to be revised as part of detailed design.


Proposed Future Major Flood Mitigation Projects (2018-19 onwards)
