



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

**21 MAY 2018**

**MEMBERS PRESENT**

Cr G Reynolds (Chairman)  
Cr C Buchanan  
Cr G Caruso  
Cr S Reardon (Deputy Chairman)  
Cr S White  
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  
General Manager Business Excellence, Mr C Mansueto  
General Manager City Infrastructure, Mr T Sutcliffe  
Governance Support Officer, Ms K Boyd  
Coordinator Property, Mr T Starr  
Coordinator Economic Growth, Ms N Parletta

The meeting commenced at 10:06 pm.

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

**APOLOGIES**

Apologies were received from Mayor G Aldridge and Cr E Gill.

**LEAVE OF ABSENCE**

Nil

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## PRESENTATION OF MINUTES

Moved Cr R Zahra  
Seconded Cr G Caruso

The Minutes of the Works and Services Committee Meeting held on 16 April 2018, be taken and read as confirmed with the correction of Cr S White being removed from the attendance list.

**CARRIED**

Moved Cr R Zahra  
Seconded Cr J Woodman

The Minutes of the Confidential Works and Services Committee Meeting held on 16 April 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 G Caruso

1. The information be received.

**CARRIED**

### *Community Centres and Youth*

#### **2.1.1 Community Gardens in Reserves**

Moved Cr R Zahra  
Seconded Cr S White

1. The report be noted.
2. Staff prepare a business case which explores options and cost implications for the establishment of a Salisbury Community Gardens program.
3. That staff liaise with the local schools around Heyford Reserve to see if they will take ownership of the community garden.

**CARRIED  
UNANIMOUSLY**

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*Healthy Ageing and Access***2.2.1 Disability Programs**

Moved Cr R Zahra

Seconded Cr J Woodman

1. Information to be received.
2. Note the successful grant application for Information, Linkages and Capacity Building (ILC) Program for \$364,040.00 (GST exclusive) to build capacity of people with disability to access NDIS services.
3. That support continues for disability services provision in 2018-19 as staff explore further options under NDIS.
4. Staff to provide an update report on the Salisbury Home and Community Care Business Model with recommendations on future options for the council in regarding disability and ageing sectors in December 2018.

**CARRIED***Property***2.5.1 Sporting and Community Clubs - Lease Agreement Renewals**

*Cr C Buchanan declared a perceived conflict of interest on the basis of being the president of a sporting club included in the list of lease renewals. Cr Buchanan managed the conflict by remaining in the meeting and voting in the best interest of the community and residents.*

*Cr S Reardon declared an actual conflict of interest on the basis of being a past committee member or Patron of several clubs. Cr Reardon managed the conflict by remaining in the meeting and voting on the item.*

Moved Cr R Zahra

Seconded Cr S White

1. Pursuant to Section 202 of the Local Government Act 1999, it is recommended that Community and Sporting Clubs occupying Council facilities as contained in Attachment 1 to this report (Works and Services, 21/05/2018 Item 2.5.1) be offered the new standard Lease Agreement and Sub License Agreement reflecting the changes noted in Attachment 2 to this report (Works and Services, 16/04/2018 Item 2.5.1) (if applicable to that Club) for a term of five years, commencing on 1 October 2018 with rent to be calculated using Council's current Club Fee Policy.
2. The Salisbury Invitation Racing Pigeon Club are to be offered the new standard Lease Agreement reflecting the changes noted in the Attachment 2 to this report (Works and Services, 21/05/2018 Item 2.5.1) (if applicable to that club) for a term of 12 months commencing on 1 October 2018 with rent to be calculated using Council's current Club Fee Policy.

3. The Hungarian Culture Welfare Club are to be offered the new standard Lease Agreement reflecting the changes noted in Attachment 2 to this report (Works and Services, 21/05/2018 Item 2.5.1) (if applicable to that club) for a term of two years commencing on 1 October 2018 with rent to be calculated using Council's current Club Fee Policy.
4. The Grounds Leases currently in place with Scouts SA be renewed in their current format.
5. Amendments be made to the existing Lease Agreement to better reflect the responsibilities of both Council and Lessees as defined in Attachment 2 to this report (Works and Services, 21/05/2018 Item 2.5.1).

**CARRIED**

*The majority of members present voted IN FAVOUR of the MOTION.  
Cr C Buchanan voted IN FAVOUR the MOTION.  
Cr S Reardon voted IN FAVOUR of the MOTION.*

#### **2.5.2 Grant of Easement - Portion of Edinburgh North Detention Basin Reserve**

Moved Cr R Zahra  
Seconded Cr S Reardon

1. Council grant an easement to Pondeen Pty Ltd for water supply and sewerage purposes over portion of Allotment 102 Deposited Plan 84266 as delineated in the attached plan Attachment 1 (Item 2.5.2 Works and Services Committee 21 May 2018) for consideration of \$5,000 plus GST with the applicant responsible for all costs associated with the preparation and lodgement of necessary documentation and plans.
2. The Manager Property and Buildings be authorised to arrange all necessary consents required for the granting of the requested easement.

**CARRIED**

#### *Public Works*

##### **2.6.1 Capital Works Report - May 2018**

Moved Cr S Reardon  
Seconded Cr J Woodman

1. Construction of new footpaths and/or associated kerb ramps as set out in this report (Item No. 2.6.1, Works and Services Committee, 21 May 2018) be endorsed as program inclusions within the Council Funded Footpath Program and Kerb Ramp Construction / Upgrade Programs.

**CARRIED  
UNANIMOUSLY**

## 2.6.2 Para Hills Community Hub Project Update

*Cr C Buchanan sought leave of the meeting to speak for a further five minutes and leave was granted.*

Moved Cr S Reardon

Seconded Cr J Woodman

1. The report is noted.
2. That the 'lead tenant' (City of Salisbury acting as lead tenant) governance and management model to operate the Para Hills Community Hub be endorsed.
3. That a new formal partnership is established through a detailed Memorandum of Understanding (MOU) which is negotiated and developed in relation to the strategic and operational outcomes for the Para Hills Community Hub between Council and The Paddocks Centre Association.
4. Approve the room 2018/2019 hire rates (contained Attachment 1), for the Para Hills Community Hub and adopt for inclusion in the Council's fees and charges.
5. That the Para Hills Community Hub increase operating span of hours across 7 days, from 42.5 to 57 hours per week, being a service level increase of 14.5 hours per week to improve community accessibility and to maximise community use of the Para Hills Hub and that a budget bid for \$40,000 reflecting the cost impact of the service level increase be included in the 2018/19 budget deliberations.
6. To enable the service delivery change at the Para Hills Community Hub a New Initiative Bid of \$40,000 be included in the 2018/19 budget deliberations as a late item.
7. That an update report detailing any cost impacts and income, including the governance model, be brought back to Council after 3 months of operation of the Para Hills Community Hub.

**CARRIED**

## OTHER BUSINESS

Nil

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**CONFIDENTIAL ITEMS**
**2.9.1 The Watershed, Greenfields Wetlands - New Lease Agreement**

Moved Cr S White

Seconded Cr J Woodman

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 item and discussion would protect Council's commercial position and confidential information containing sensitive commercial 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 **The Watershed, Greenfields Wetlands - New Lease Agreement** 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 10:56 pm.

The meeting moved out of confidence at 11:43 pm.

**2.9.2 Former Council Road Reserve, Ryans Road, Greenfields**

Moved Cr R Zahra  
Seconded Cr S Reardon

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 item and discussion would protect Council's commercial position and confidential information containing sensitive commercial 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.*

**CARRIED**

The meeting moved into confidence at 11:44 pm.

The meeting moved out of confidence and closed at 12:22 pm.

CHAIRMAN.....

DATE.....