



## **AGENDA**

**FOR WORKS AND SERVICES COMMITTEE MEETING TO BE HELD ON  
20 AUGUST 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**

Chief Executive Officer, Mr J Harry  
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

### **APOLOGIES**

### **LEAVE OF ABSENCE**

### **PRESENTATION OF MINUTES**

Presentation of the Minutes of the Works and Services Committee Meeting held on 16 July 2018.

Presentation of the Minutes of the Confidential Works and Services Committee Meeting held on 16 July 2018.

## REPORTS

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## OTHER BUSINESS

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## 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 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.*

### 2.9.2 Acquisition of 25-29 Kiekebusch Road, Gulfview Heights

*(Confidentiality lapsed 29/07/2019 pursuant to resolution 2632 of 27/08/2018)*

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)(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 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 at this time will protect confidential information provided the disclosure of which might prejudice the commercial position of the party who provided it and 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 **Acquisition of 25-29 Kiekebusch Road, Gulfview Heights** 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**

**16 JULY 2018**

**MEMBERS PRESENT**

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

**STAFF**

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

The meeting commenced at 8:23 pm.

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

**APOLOGIES**

There were no apologies.

**LEAVE OF ABSENCE**

Nil

## PRESENTATION OF MINUTES

Moved Cr R Zahra  
Seconded Cr G Caruso

The Minutes of the Works and Services Committee Meeting held on 18 June 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 S Reardon

1. The information be received.

**CARRIED  
UNANIMOUSLY**

*Cr Buchanan entered the meeting at 8:24 pm.*

### *Libraries*

#### **2.3.1 Outcome of the 'YourTutor' Trial**

*Cr White entered the meeting at 8:24 pm.*

*Cr R Zahra sought leave of the meeting to speak for a second time and leave was granted.*

*Cr C Buchanan sought leave of the meeting to speak for a second time and leave was granted.*

Moved Cr R Zahra  
Seconded Cr J Woodman

1. Information be received and noted.

**CARRIED  
UNANIMOUSLY**

### ***Further Motion:***

#### **2.3.1 Outcome of the "YourTutor" Trial**

*Cr Buchanan declared a perceived conflict of interest on the basis of being the Chair of the Burton Community Centre. Cr Buchanan managed the conflict by remaining in the meeting and voting in the best interest of the residents.*

Moved Cr C Buchanan  
Seconded Cr R Zahra

1. That a further report be brought back on the potential of continuing the Your Tutor program or similar programs through our community centres and libraries, and staff also advise of any alternative programs being offered.

**CARRIED  
UNANIMOUSLY**

**2.5.1 Minutes of the Strategic Property Development Sub Committee meeting held on Monday 9 July 2018**

**2.5.1-SPDSC1 Future Reports for the Strategic Property Development Sub Committee**

Moved Cr S White  
Seconded Cr J Woodman

1. The information be received.

**CARRIED**

**2.5.1-SPDSC2 Tranche 2 - Boardwalk at Greentree Project Update**

Moved Cr S White  
Seconded Cr J Woodman

1. That the report be received and the update on the project delivery status for Boardwalk at Greentree, Walpole Road Stage 3, be noted.

**CARRIED**

**2.5.1-SPDSC3 Strategic Property Projects Tranche 2 and Salisbury Oval Update**

Moved Cr S White  
Seconded Cr J Woodman

1. That the report be received, and the status of the Hoyle Green, Lake Windemere and Salisbury Oval projects and revised timelines be noted and endorsed.

**CARRIED**

**2.6.1 Capital Works Report - July 2018**

Moved Cr S White

Seconded Cr R Zahra

1. The combined balance of \$91k from PR22380 Budget Bid System and PR23470 Business Planning Software be retained for further corporate system enhancements in relation to project and contract management.
2. The Ingle Farm Recreation Centre be included within the 2018/19 Building Renewal Program, encompassing the replacement of a failing air-conditioning unit to Court 1.
3. The construction of a new footpath at Stanley Avenue, Salisbury, as part of PR14498 Council Funded New Footpath Program, be deferred and reconsidered in future years.
4. The renewal of Patterson Court Reserve, Paralowie within PR17040 Irrigation Renewal Program be deferred and bring forward the urgent re-wire of the existing irrigation system at Dry Creek Linear Park, Mawson Lakes.
5. The Street Tree Program, Dog Parks for Small Dogs and Road Reseal / Reconstruction Program in section 4 of this report (Works and Services, 16/07/2018, Item 2.6.1) be noted.
6. The General Manager City Infrastructure's comments to Committee regarding the Mawson Lakes walkway servicing the interchange on the western side of the railway line be noted as follows:

*"With regard to the Mawson Lakes overpass and the staircase that is currently closed off, accommodating works still need to be done in terms of a path network to allow safe pedestrian access on to Augustine Street. The procurement process for those works has commenced, to connect a path and modify the road. This particular portion is to be expedited. Staff will keep Council informed of progress."*

**CARRIED**  
**UNANIMOUSLY**

**Further Recommendation:**

Moved Cr C Buchanan

Seconded Cr R Zahra

1. That a Further Information report be provided to Council, for its meeting on 23 July 2018, advising how the re-wiring of the irrigation system at Dry Creek Linear Park, Mawson Lakes, which has become a priority for 2018/19, can proceed without the need to defer the 2018/19 irrigation renewal of Patterson Court Reserve, Paralowie.

**CARRIED**  
**UNANIMOUSLY**



## OTHER BUSINESS

### W&S-OB1 Installation of Slow Points on Daniel Avenue, Globe Derby

Moved Cr C Buchanan

Seconded Cr R Zahra

1. That staff bring back a report on the feasibility of the installation of 1 to 2 slow points on Daniel Avenue in Globe Derby, similar to those on Trotters Drive, Globe Derby.

**CARRIED**  
UNANIMOUSLY

## CONFIDENTIAL ITEMS

### 2.9.1 Salisbury Bowling Club - Acquisition of Land

Moved Cr R Zahra

Seconded Cr J Woodman

1. *Pursuant to Section 90(2) and (3)(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 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 the matter and discussion of this item in confidence would protect confidential information relating to costings of this acquisition*

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

**CARRIED**

The meeting moved into confidence at 9.19 pm.

The meeting moved out of confidence at 9.20 pm.

## 2.9.2 Minutes of the Confidential Strategic Property Development Sub Committee meeting held on Monday 9 July 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 item and discussion at this time 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 Monday 9 July 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 9:22 pm.

The meeting moved out of confidence and closed at 9.23 pm.

CHAIRMAN.....

DATE.....

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<b>ITEM</b>	2.0.1
	<b>WORKS AND SERVICES COMMITTEE</b>
<b>DATE</b>	20 August 2018
<b>HEADING</b>	Future Reports for the Works and Services Committee
<b>AUTHOR</b>	Michelle Woods, Projects Officer Governance, CEO and Governance
<b>CITY PLAN LINKS</b>	4.3 Have robust processes that support consistent service delivery and informed decision making.
<b>SUMMARY</b>	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	<b>Traffic monitoring, Kesters Road between Main North Road and Ceafield Road</b> 1. That following the opening of the Masters store and other new businesses on Main North Road, staff undertake traffic monitoring on the lower part of Kesters Road, between Main North Road and Ceafield Road to determine the impact of the operation of those businesses on traffic flow and volume in the area. The report should include consideration of: a. The requirement for additional parking restrictions in the area b. Vehicle movements of heavy and long vehicles through the area c. Risks to public safety as a result of changed traffic patterns. <b>Due:</b> June 2019	Dameon Roy
29/03/2016 2.2.2	<b>Implementation of Free Bike Hire Scheme (in conjunction with Bike SA) - investigation findings</b> 3. The implementation of a Free Bike Hire Scheme within the City of Salisbury be considered again in three years. <b>Due:</b> March 2019	Adam Trottman
22/05/2017 2.1.1	<b>Investigation of Costs Associated with Waterslide/Diving Platform Installation at Salisbury Recreation Precinct</b> 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. <b>Due:</b> December 2018	Adam Trottman
24/07/2017 NOM1	<b>Variation to Council Decision 1783/2017: St Kilda Master Plan - Stage 2</b> 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. <b>Due:</b> February 2019	Greg Ratsch
26/02/2018 NOM3	<b>Investigation into Development of an App to Report Illegal Dumping</b> 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. <b>Due:</b> December 2018	Andrew Legrand

26/02/2018 2.4.3	<b>Cleaning of Creeks and Waterways</b> 2. A review of the service levels be conducted after 12 months in March 2019. <b>Due:</b> March 2019	Mark Purdie
26/03/2018 6.4.1	<b>Long Term Financial Plan and Budget Workshops Actions Update</b> 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). <b>Due:</b> December 2018	Craig Johansen
26/03/2018 6.4.1	<b>Long Term Financial Plan and Budget Workshops Actions Update</b> 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). <b>Due:</b> December 2018	Craig Johansen
26/03/2018 6.4.1	<b>Long Term Financial Plan and Budget Workshops Actions Update</b> 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). <b>Due:</b> December 2018	Craig Johansen
26/03/2018 6.4.1	<b>Long Term Financial Plan and Budget Workshops Actions Update</b> 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). <b>Due:</b> November 2018	Adam Trotman
26/03/2018 6.4.2	<b>Budget Bids 2018/2019 - Streetscape Renewal - PSN107</b> That a further report come back considering an increase in funding to the Street Tree Program bid PSN107 looking at improving outcomes and quality. <b>Due:</b> December 2018	Craig Johansen
23/04/2018 WS-OB1	<b>Rollout of Library Catalogue Computer Systems</b> 1. Staff bring back a report with costings and a proposed timeframe for the rollout of necessary system connections with community centres to enable reservations to be made on the library catalogue computer system and an item delivery system for those sites. <b>Due:</b> December 2018	Jo Cooper

23/04/2018 NOM3	<b>Mawson Lakes Community Garden</b> 1. That a report be brought forward advising Council on the process for establishing Community Gardens and identifying potential locations in Mawson Lakes. <b>Due:</b> January 2019	Adam Trottman
28/05/2018 2.1.1	<b>Community Gardens in Reserves</b> 2. Staff prepare a business case which explores options and cost implications for the establishment of a Salisbury Community Gardens program. <b>Due:</b> December 2018	Adam Trottman
28/05/2018 2.2.1	<b>Disability Programs</b> 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. <b>Due:</b> December 2018	Vesna Haracic
28/05/2018 2.6.2	<b>Para Hills Community Hub Project Update</b> 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. <b>Due:</b> October 2018	Jo Cooper
28/05/2018 MON1	<b>Cardboard Box Recycling Collection Scheme</b> 1. That staff provide a report to Council to look into costs and logistics of introducing a cardboard box recycle collection scheme similar to what is currently being used in the Adelaide City Council. <b>Due:</b> December 2018	Andrew LeGrand
23/07/2018 2.3.1	<b>Outcome of the 'YourTutor' Trial</b> Further Motion: 1. That a further report be brought back on the potential of continuing the Your Tutor program or similar programs through our community centres and libraries, and staff also advise of any alternative programs being offered. <b>Due:</b> October 2018 <b>Deferred to:</b> December 2019 <b>Reason:</b> To align with other Council requests to consider the impact of digital technology on library business.	Jo Cooper
23/07/2018 W&S-OB1	<b>Installation of Slow Points on Daniel Avenue, Globe Derby</b> 1. That staff bring back a report on the feasibility of the installation of 1-2 slow points on Daniel Avenue in Globe Derby, similar to those on Trotters Drive. <b>Due:</b> December 2018	Mark van der Pennen

**4. CONCLUSION / PROPOSAL**

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

**CO-ORDINATION**

Officer: Executive Group      GMCI      GMCD      GMCID  
Date: 13/08/2018

<b>ITEM</b>	2.2.1
	<b>WORKS AND SERVICES COMMITTEE</b>
<b>DATE</b>	20 August 2018
<b>PREV REFS</b>	Council NOM1 23/04/2018
<b>HEADING</b>	Connection and Safety in Mawson Lakes
<b>AUTHOR</b>	Craig Johansen, Team Leader Landscape Design, City Infrastructure
<b>CITY PLAN LINKS</b>	2.2 Have a community that is knowledgeable about our natural environment and embraces a sustainable lifestyle. 3.3 Be a connected city where all people have opportunities to participate. 2.3 Have natural resources and landscapes that support biodiversity and community wellbeing.
<b>SUMMARY</b>	Staff were requested to provide further advice on the improvements that could be considered to support increased pedestrian use within Mawson Lakes, with particular reference to the crossing of Elder Smith Road west of the Rail Corridor. Staff has reviewed current provision of pedestrian/ shared use accesses to determine if there is adequate provision and how pedestrian access may be better facilitated.
<b>RECOMMENDATION</b>	<ol style="list-style-type: none"> <li>1. The information within this report be received and noted.</li> <li>2. That staff continue to liaise with DPTI regarding the Elder Smith Road upgrade and how it may facilitate pedestrian access between The Cascades and Shoalhaven villages.</li> </ol>

## ATTACHMENTS

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

1. Existing Footpath Network with area of interest identified

## 1. BACKGROUND

- 1.1 Staff were presented with NOM1 at Councils April 2018 meeting, requesting that a report be brought forward providing advice on:
  1. *Options for improving the way that estates of Mawson Lakes are connected for pedestrian use.*
  2. *Ways to improve safety at the crossing of Elder Smith Road, between Cascades and Shoalhaven estates.*



**2. CONSULTATION / COMMUNICATION****2.1 Internal****2.1.1 City Infrastructure****2.2 External****2.2.1 Department of Planning Transport and Infrastructure****3. REPORT**

- 3.1 The development of Mawson Lakes was undertaken as a master planned community and has received numerous awards for this. With its walkability being a key feature with its connectedness in the open space which offers twenty six kilometres of hike and bike trail linking the numerous villages and enabling the local community to have less of a reliance on motor vehicles.
- 3.2 The walkability and connected open spaces of the Mawson Lakes development has been one of the underlying principles, which has driven the character and the layout of the development. It was one element that was considered in the planning phase of each village and how it connected to the whole development.
- 3.3 As the suburb has matured and expanded some of the site features that have contributed to the character and its connectedness has also become a hindrance to movement across the site.
- 3.4 The masterplan development was created with the green spine of Dry Creek allowing opportunity for shared use recreation path ways/ hike and bike trails within this open space and its connection to the other reserves and open space across the site.
- 3.5 We are aware from resident enquiries that the open spaces are utilised at all hours of the day and night. With staff having received requests to install lighting within key locations along the pedestrian routes. Council have installed lights where there is a significant deviation to utilise the on street lit footpath network.
- 3.6 These off road trail networks connect Sanctuary, Shoalhaven Villages west of the rail corridor to Mawson Central east of the rail corridor; however the rail corridor, which is managed by State Government and Private Industry (ARTC) has been a significant barrier to access from East to West.
- 3.7 The rail corridor consists of an open bridge structure and culverts where it passes over Dry Creek, both of which are of low clearance and the open bridge structure has no protection or barrier to stop access to the rail tracks or corridor. Due to these safety issues the creation of an underpass via these structures was deemed too high a public risk by the land owner and has not been pursued further.
- 3.8 Barriers to pedestrian movement that the development of Mawson Lakes around the Rail Corridor and major road networks has created have made it difficult for Council to manage. This is particularly pertinent along the rail and major road corridors that are managed and maintained by other service providers, similarly these parties also are responsible for any access upgrades (pedestrian or vehicle) in these corridors.

- 3.9 Currently the crossing of Elder Smith Road is facilitated at the signalised intersections of Main Street and Salisbury Highway as well as being facilitated at a central location just west of the Cascades Drive and Elder Smith Road junction. Pedestrian ramps and median refuge are provided to facilitate pedestrian movement, bearing in mind it is not preferred as there is six lanes of traffic, 4 being through traffic and 2 turning traffic.
- 3.10 The villages of Cascades and The Bridges do not directly connect to Dry Creek Linear Park therefore have limited connectivity without engaging with Elder Smith Road.
- 3.11 Cascades village has the footpath network of Augustine Street which passes under the Elder Smith Road Bridge, this until recently, has meant the necessity to continue to Elder Drive to connect onto Elder Smith Road to move east of the rail corridor. The recent access upgrade works providing the ramp access to Elder Smith Road up the batter has significantly reduced the travelling distance by 250 metres for pedestrians.
- 3.12 The Bridges village has on and off road path networks which provides access to the Mawson Lakes Interchange and Mawson Central Village, via the controlled intersection of Main Street and Elder Smith Road which facilitates pedestrian movement by the light sequence and to the west of the village via existing path networks connecting directly into the Mawson Lakes Interchange via Anguilla Court Reserve.
- 3.13 It should be noted that Department of Planning, Transport and Infrastructure (DPTI) has recently decreased the traffic speed of Elder Smith Road from Main St to Salisbury Highway from 70 km/hr to 60 km/hr to assist in the facilitation of both pedestrian and vehicle access.
- 3.14 Council is in conversation with DPTI about the duplication of Elder Smith Road and the timing of such works is still uncertain. As well as the lack of clarification of the configuration of the Elder and Cascades Drive intersections. There is limited opportunity to provide any further crossing points than what is currently facilitated.
- 3.15 As the duplication of Elder Smith Road will only make the width of road greater, from the current width of 25 metres to an expected future width of 35 metres it is expected that there will have to be complete alternative access arrangements particularly for vehicles and pedestrians in and across this corridor.

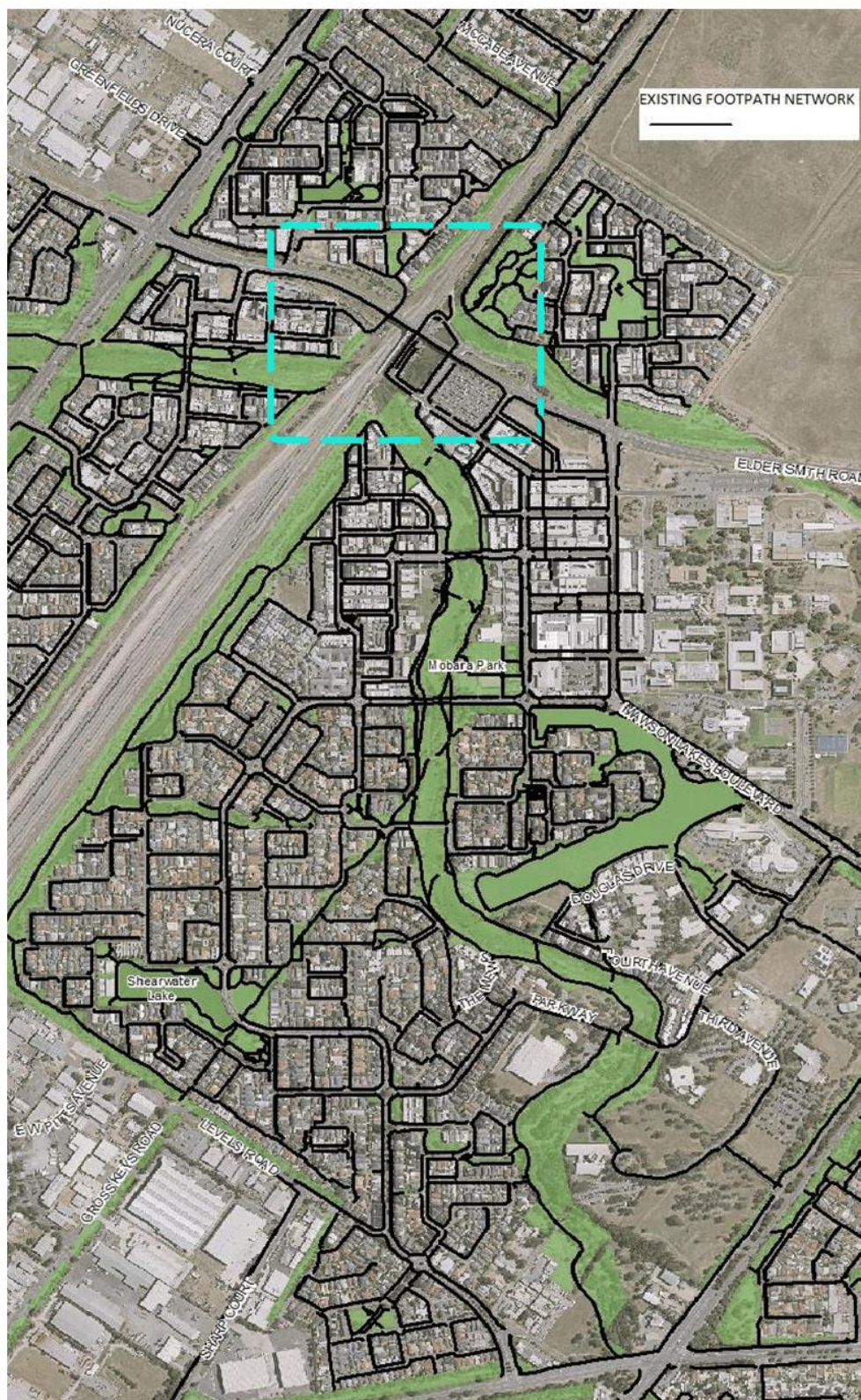
#### **4. CONCLUSION / PROPOSAL**

- 4.1 Recent changes to the speed limit of Elder Smith Road between Cascades and Shoalhaven villages and the pending commencement of the access connection to the recently constructed stairs on the south western batter of Elder Smith Road will assist in vehicle and pedestrian movements across the corridor.
- 4.2 Council Infrastructure Management staff will continue to liaise with DPTI in relation to the road widening and pedestrian access on the western side of the rail corridor and will facilitate DPTI providing details with respect to the future duplication/ road widening of Elder Smith Road as the concept phase to ensure Council's access requirements for the Community are met.

**CO-ORDINATION**

Officer: Executive Group  
Date: 13/08/2018





Item 2.2.1 - Attachment 1 - Existing Footpath Network with area of interest identified



<b>ITEM</b>	2.5.1
	<b>WORKS AND SERVICES COMMITTEE</b>
<b>DATE</b>	20 August 2018
<b>PREV REFS</b>	Council OB1 23 Oct 2017 6:30 pm
<b>HEADING</b>	Burton Park Community Recreation Facility - Sub Lease request for assistance.
<b>AUTHOR</b>	Liz Lynch, Property Officer, City Infrastructure
<b>CITY PLAN LINKS</b>	3.3 Be a connected city where all people have opportunities to participate. 4.1 Strengthen partnerships that enable us to better address our community's priorities.
<b>SUMMARY</b>	A request has been received from Salisbury United Football Club (Sub Lessee) in relation to multiple requests for assistance and this report outlines discussions that have been undertaken and actioned.

## RECOMMENDATION

1. This report be received and noted.
2. Council endorse the Community Based Not for Profit Organisation discounted water price for Salisbury United Football Club for all Salisbury Water used, and paid for by SUFC, for irrigation of playing fields at the Burton Park Recreation Facility.

## ATTACHMENTS

There are no attachments to this report.

## 1. BACKGROUND

### 1.1 Lease Agreement with Football Federation of SA – Including Terms and Conditions

- 1.1.1 Football Federation of SA (FFSA) entered into a commercial lease agreement with the City of Salisbury on 1<sup>st</sup> February 2011 for a period of 10 years and expires on 31<sup>st</sup> January 2021. FFSA has the option to renew the lease agreement for a further 10 years after expiry of this initial term.
- 1.1.2 The Burton Park Community Recreation Facility was built by Council on the understanding that the facility would be leased under commercial lease terms and not subsidised by Council.



- 1.1.3 At the commencement of lease the rental income was set at \$5,000 per annum. This amount is reviewed annually by CPI plus an additional 2% fixed rate. This fee was negotiated as FFSA are responsible for all the maintenance of the building (service contracts and general maintenance), sporting fields (maintain the fields ie mowing/scarifying and all the outside structures), paying for all irrigation and fencing repairs.

The Lessee is also liable for all outgoings such as building insurance, emergency services levy and water rates (except on pitch 3).

- 1.1.4 The Lessee must keep, maintain, repair and replace the building (meaning the interior and exterior of all present and future improvements on the land including the building services and premises).

## **1.2 Sub Lease Agreement with Salisbury United Football Club**

- 1.2.1 In the 6<sup>th</sup> year of the commercial lease agreement, FFSA approached staff with a request to enter into a subletting arrangement for the facility to Salisbury United Football Club.
- 1.2.2 Staff met representatives of Salisbury United Football Club (SUFC) and FFSA to discuss the terms and conditions of a sub lease which was to be in line with the current commercial lease agreement with FFSA. Council staff wanted to ensure that SUFC were aware of those arrangements which are different to the subsidised club lease they previously had at Adams Oval.
- 1.2.3 SUFC understood all the risks as well as the opportunities and were willing to accept the terms and conditions of the FFSA commercial lease as the sub lessee.
- 1.2.4 A confidential report was presented to Council in April of 2017 that outlined FFSA's proposal to sub lease to SUFC. Council resolved to grant a sub lease to SUFC under the same existing terms and conditions of FFSA's lease agreement.
- 1.2.5 As a part of the new sub leasing agreement, defined communications between all parties was established. All parties agreed that FFSA, as the head lessee would continue to be the contact with the City of Salisbury staff and that SUFC would make contact directly with FFSA and not Council as they have the lease over the facility.
- 1.2.6 FFSA entered into a sub-lease agreement with SUFC for the Burton Facility on the 16<sup>th</sup> June 2017 for the remainder of the FFSA's initial term.
- 1.2.7 No option to renew was given to SUFC under the sub lease agreement when the agreement between FFSA and City of Salisbury expires, however FFSA's lease agreement does have a renewal option for a further 10 years.

## 2. CONSULTATION / COMMUNICATION

### 2.1 Internal

- 2.1.1 City Infrastructure Staff
- 2.1.2 Business Excellence Staff
- 2.1.3 Community Development Staff

### 2.2 External

- 2.2.1 Football Federation of SA
- 2.2.2 Salisbury United Football Club

## 3. REPORT

- 3.1 In October 2017, correspondence was received from the SUFC via an Elected Member requesting support in relation to the operations and costs borne by SUFC at the Burton Park Facility.
- 3.2 It was resolved at the October 2017 Council meeting that a report be brought back to Council regarding the matters addressed. Council staff had not received any correspondence directly from SUFC or from FFSA.
- 3.3 Meetings have been held between staff, FFSA and SUFC representatives to discuss the requests in further details as follows:

### 3.3.1 Synthetic Pitches

SUFC identified that the costs for turf maintenance was quite costly and that their intention was to apply for the Office of Recreational and Sports Surfaces Program Grant. SUFC identified that Council support would be required to be successful for the grant.

Staff Investigations –SUFC have applied for a grant to fund the installation of synthetic pitches from the Office of Sports and Recreation. Their application was supported in principle by staff subject to Council approval. Notification on the success of the grant has still not been received from the Office of Recreational and Sports. Staff are currently following up.

### 3.3.2 Pitch Maintenance

SUFC stated that they were under the assumption that the City of Salisbury has access to specialised equipment for turf maintenance and requested use of this equipment. SUFC believed this would be a more cost effective solution rather than the club having to access this type of equipment through a commercial arrangement or contractor. SUFC stated that this request for Council assistance for machinery was especially relevant to Pitch 3 as this is community pitch and can be used by members of the community when not being used by SUFC.

Staff Investigations – As a result of consultation with staff, The City of Salisbury engages contractors to provide the specialised equipment required for this type of maintenance on professional grade playing pitches. Staff are currently investigating options with our providers and these will be provided to SUFC. Currently the Council provides, free of



charge, 100 tonnes of loam annually on one pitch to help improve the asset and build up better soil retention. This is not contracted into the lease agreement, but instead done in consultation with the FFSA and SUFC as they have the choice of which pitch they would prefer the loam to be used on.

### 3.3.3 **Water Costs**

As a part of the sub lease agreement, SUFC are obligated to pay the water costs for Pitch 1 and 2 and SUFC were seeking assistance to reduce the costs.

Staff Investigations – An application from SUFC requesting reduced water costs has been received and staff advise that the criteria for ‘Community Based Not for Profit Organisation water pricing’ have been met. Council are requested to endorse applying ‘Community Based Not for Profit Organisation’ water pricing for the SUFC. To maintain Council’s obligations as a licenced water retailer under the SA Water Industry Act 2012, the existing water supply agreement with the Football Federation of SA (FFSA) must be maintained. The FFSA will still be invoiced by Council for water usage at the standard retail price. For the term of their sub-lease, SUFC will have to pay FFSA for the water used at this standard retail rate. SUFC will then be required to submit proof of the payment made to the FFSA and invoice Council for their rebate. Council will provide this rebate based on the water volume paid for multiplied by ‘the difference between the standard retail water rate and the Community Based Not for Profit Organisation rate’. Note, this is an identical process to that entered into for previous sub-lease customers, and retains our necessary contractual arrangements with the land owner/head leasee.

### 3.3.4 **Solar Panel Benefits**

SUFC requested information surrounding who benefits from the solar panels on the roof of the facility. Currently the feed and benefit is applied to Council and SUFC have requested Council’s consideration in facilitating the feed of the power generated by the solar panels to their preferred electrical provider in order to obtain the tariff benefit themselves, instead of Council.

Staff Investigations – As a result of consultation with staff it was found that the solar panels on the roof currently support the electricity used to light the carpark.

Quotes have been sourced for changeover of the solar panel benefit from the car parking lighting to the club meter and this can be facilitated from existing budgets.

### 3.3.5 **Parking**

SUFC stated that additional parking had been completed around the facility to which they were happy with however, due to a lack of signs and visual information; visitors are unaware of the additional upgrades to car parking. SUFC requested additional parking signage for the facility.

Staff Investigations – An onsite meeting was arranged with staff which gave an opportunity to see how the car parking is being used and what additional signage was required. Six (6) additional signs for parking were installed and upgrades to existing and new line marking was completed in consultation with FFSA and SUFC to encourage visitors to use the parking at the rear of the facility, or by Pitch 3.

### 3.3.6 **Storage**

SUFC identified that the facility has limited space for storage and requested that a storage shed be installed.

Staff Investigations – A minor capital works form has been submitted by SUFC and staff have approved the need for additional storage at the facility. Staff are currently in negotiations with SUFC regarding placement of the storage shed.

### 3.3.7 **Grounds Security**

SUFC requested Council consider installing CCTV cameras due to the number of break-ins and damage by vandals. SUFC also requested Council provide 16 lockable bin stands to stop the theft of bins and keep the bins locked into place.

Staff Investigations – Due to the nature of the commercial lease agreement and current budget constraints, CCTV cameras cannot be provided by the City of Salisbury, however SUFC can apply for grants funding for additional security and this is likely to be supported. SUFC's request for lockable bin stands has been considered by staff and this proposal will be supported by providing 5 lockable bin stands for Burton Park Facility. Installation and management of emptying these bins will be required by SUFC.

### 3.3.8 **Fencing**

SUFC stated they would like to alter fencing to be more inclusive of the side canteen window and install some bench seating to enable some alfresco dining.

Staff Investigations – Staff are currently investigating options for a more inclusive space for alfresco dining at the facility.

- 3.4 During the meeting, Staff asked if FFSA or SUFC would like to hand back to Council Pitch 3 to reduce their costs. SUFC and FFSA both agreed to retain pitch 3 and abide by terms and conditions of the existing lease and sub lease agreement.
- 3.5 FFSA also indicated at this meeting their intention of renewing their agreement between The City of Salisbury and FFSA for a further 10 years at the end of the current commercial lease agreement. This will be followed up when it is closer to the expiry date by staff.

#### **4. CONCLUSION / PROPOSAL**

- 4.1 As discussed within this report, all parties are aware of the terms of the existing commercial lease agreements that have been entered into including their financial obligations and maintenance responsibilities.
- 4.2 As a result of this report it is proposed that Council staff formally communicate back to FFSA and SUFC and continue to work with them to assist them with their current requests under the terms of the current lease and sub lease agreements.

#### **CO-ORDINATION**

Officer: Executive Group  
Date: 13/08/2018

<b>ITEM</b>	2.5.2
	<b>WORKS AND SERVICES COMMITTEE</b>
<b>DATE</b>	20 August 2018
<b>HEADING</b>	Grant of Easement to Department for Education and Child Development - Portion of Target Hill Road Reserve
<b>AUTHOR</b>	Tim Starr, Coordinator Property, City Infrastructure
<b>CITY PLAN LINKS</b>	3.1 Be an adaptive community that embraces change and opportunities. 4.1 Strengthen partnerships that enable us to better address our community's priorities. 4.4 Embed long term thinking, planning and innovation across the organisation.
<b>SUMMARY</b>	This report seeks Council's endorsement to grant a Right of Way easement over a portion of Council land known as Target Hill Road Reserve, Salisbury Heights to Department of Education and Child Development.

## RECOMMENDATION

1. Council grant to Department of Education and Child Development an easement for a right of way as delineated on Attachment 1 to this report (Item no 2.5.2 Works and Services Committee 20 August 2018) over a portion of Target Hill Road Reserve identified as Allotment 167 in Deposited Plan 9980 as described in Certificate of Title Volume 6083 Folio 267 for \$5,000 plus GST. Department of Education and Child Development are to be responsible for all costs
2. The Manager Property and Buildings be authorised to liaise with Department of Education and Child Development in regards to the requested easement and arrange consent of the Letter of Agreement and Grant of Easement documentation.

## ATTACHMENTS

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

1. Overhead Plan - Requested Right of Way

## 1. BACKGROUND

- 1.1 Council own Allotment 167 in Deposited Plan 9980 as described in Certificate of Title Volume 6083 Folio 267 and known as Target Hill Road Reserve.
- 1.2 A sealed driveway across a portion of Target Hill Road Reserve has been in existence for many years however has only recently been identified as an encroachment. This driveway serves as an access point to the school's car park, both for parking purposes as well as providing an access point for emergency services vehicles and is critical to the schools operations. Please see attached plan (attachment 1) delineating the location of the driveway.

**2. CONSULTATION / COMMUNICATION****2.1 Internal**

- 2.1.1 Business Excellence
- 2.1.2 Community Development
- 2.1.3 City Development
- 2.1.4 City Infrastructure

**2.2 External**

- 2.2.1 Department for Education & Child Development
- 2.2.2 Salisbury Heights Primary School

**3. REPORT**

- 3.1 Property Services staff made contact with representatives from the Salisbury Heights Primary School and the Department for Education and Child Development to advise of the encroachment and determine the most suitable way to rectify this matter. As a result of these discussions it was determined that the most practical option is to register a right of way easement over Council's land allowing the driveway to remain.
- 3.2 Staff have now received a formal request from Department of Education and Child Development requesting the granting of this easement and agreeing to pay costs and a consideration of \$5,000 for granting of the easement.
- 3.3 In consultation with staff, it was determined that the portion of Target Hill Road Reserve on which the driveway is situated is a suitable location for the driveway and therefore no objections were received for the granting of this easement. Care should be taken however, to ensure no damage is caused to trees, tree roots or existing infrastructure.

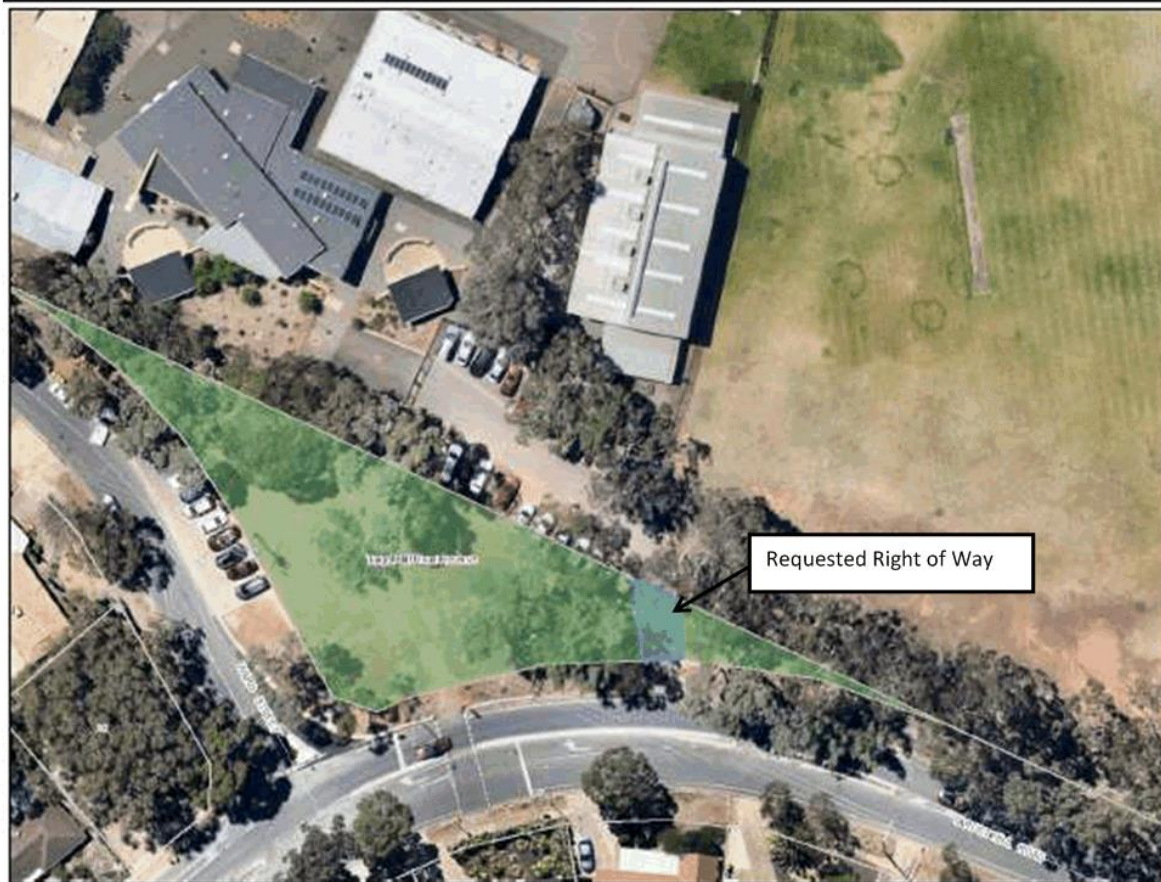
**4. CONCLUSION / PROPOSAL**

- 4.1 As no objections have been raised in relation to the granting of an easement for a right of way across a portion of Target Hill Road Reserve, it is recommended that the Manager Property and Buildings be authorised to arrange Council consent to all necessary documentation for the granting of an easement over portion of Allotment 167 in Deposited Plan 9980 as described in Certificate of Title Volume 6083 Folio 267.

**CO-ORDINATION**

Officer: Executive Group  
 Date: 13/08/2018

Target Hill Road Reserve







<b>ITEM</b>	2.6.1
	<b>WORKS AND SERVICES COMMITTEE</b>
<b>DATE</b>	20 August 2018
<b>PREV REFS</b>	Works and Services Committee      2.6.2      16/04/2018
<b>HEADING</b>	Capital Works Report - July 2018
<b>AUTHOR</b>	Christy Martin, Team Leader Project Support, City Infrastructure
<b>CITY PLAN LINKS</b>	3.2 Have interesting places where people want to be.
<b>SUMMARY</b>	The following monthly status report and requests for amendments is presented to effectively manage the City Infrastructure Capital Works Program.

## RECOMMENDATION

1. Construction of new footpaths and/or associated kerb ramps as set out in this report (Item No. 2.6.2 Works and Services Committee, 20 August 2018) be endorsed as program inclusions within the Council Funded Footpath Program and Kerb Ramp Construction / Upgrade Programs.
2. Include Wilson Road, Waterloo Corner, within the 2018/19 Road Reseal / Reconstruction Program as sufficient program funding is available to upgrade the road surface.

## 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 publication *Salisbury Aware*.



### 3. REPORT

- 3.1 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 Program

##### **PR14498 Council Funded Footpath Program**

##### **PR21412 Kerb Ramp Construction / Upgrade Program**

Via the Footpath Request Evaluation Team (FRET), requests for new footpaths and/or associated kerb ramps were received for the following locations;

- Alison Close, Salisbury Heights – Accessibility Request
- Trenerry Avenue, Ingle Farm – Accessibility Request
- Stockade Drive, Walkley Heights – Accessibility Request
- Karyn Crescent, Brahma Lodge – Accessibility Request

These requests have been reviewed in accordance with the key principles of the Footpath Policy and are recommended for construction. Where urgent, consultation and/or construction has already commenced. It is proposed to fund these works via the Council Funded Footpath Program and Kerb Ramp Construction / Upgrade.

Recommendation: Construction of new footpaths and/or associated kerb ramps as set out in this report (Item No. 2.6.2 Works and Services Committee, 20 August 2018) be endorsed as program inclusions within the Council Funded Footpath Program and Kerb Ramp Construction / Upgrade Programs.

Impact: No impact

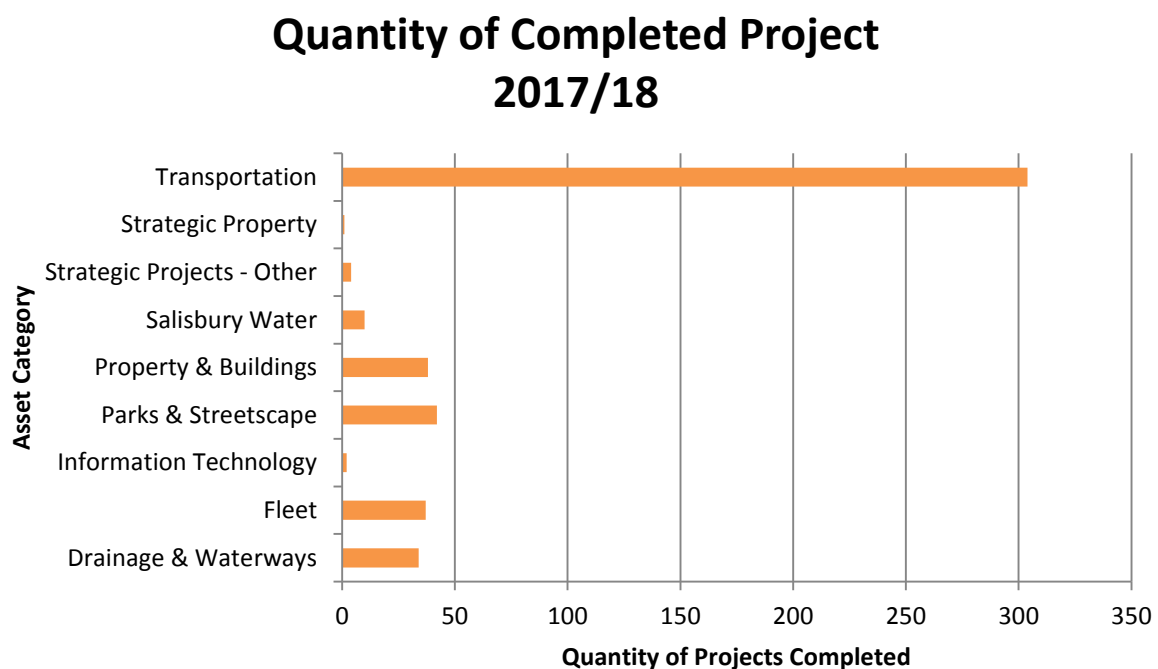
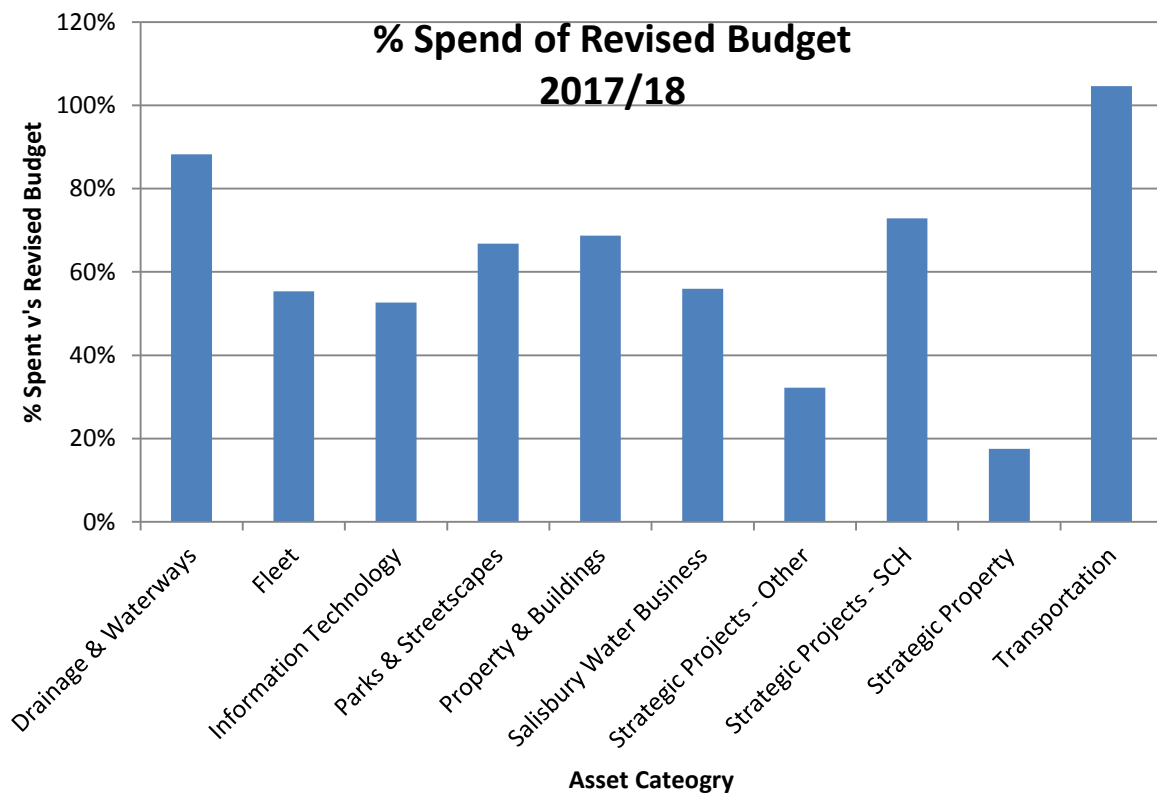
##### **PR12000 Road Reseal / Reconstruction Program**

With Robinson Road, Waterloo Corner, scheduled for renewal this financial year, it has been determined to best manage traffic diversion during the construction period, Wilson Road will be utilised. In order for this road to cope with the quantum of traffic expected, Wilson Road will require additional pavement repair and strengthening prior. Approval is sought to include Wilson Road, Waterloo Corner, within the 2018/19 Road Reseal / Reconstruction Program, where sufficient funds are available.

Recommendation: Include Wilson Road, Waterloo Corner, within the 2018/19 Road Reseal / Reconstruction Program as sufficient program funding is available to upgrade the road surface.

Impact: No impact

### 3.2 2017/18 IN REVIEW



For further details, refer to Budget & Finance Committee, Item 6.1.1,  
2017-18 Carried Forward Funds Report

### 3.3 CURRENT PROGRAM HIGHLIGHTS

Item 2.6.1

#### Recently Completed

Onsley Green, Salisbury East, Playground Relocation & Renewal



Little Para Bridge Renewal



Para Hills Oval Playground  
New Shade Structure

**4. CONCLUSION / PROPOSAL**

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

**CO-ORDINATION**

Officer: Executive Group  
Date: 13/08/2018



<b>ITEM</b>	2.8.1		
	<b>WORKS AND SERVICES COMMITTEE</b>		
<b>DATE</b>	20 August 2018		
<b>PREV REFS</b>	Council	NOM1	26 Feb 2018 6:30 pm
	Council	NOM7	26 Feb 2018 6:30 pm
<b>HEADING</b>	Recycling Opportunities for the Disposal of Coffee Pods and Food Containers		
<b>AUTHOR</b>	Michael Pavlovich, Technical Officer - Energy & Lighting Assets, City Infrastructure		
<b>CITY PLAN LINKS</b>	2.1 Capture economic opportunities arising from sustainable management of natural environmental resources, changing climate, emerging policy direction and consumer demands.		
<b>SUMMARY</b>	Staff were asked to identify and report on the recycling opportunities for the disposal of coffee pods, and estimated costing of establishing a program that diverts the pods from going into land fill. In addition, staff were asked to investigate the viability of a pilot project to identify opportunities for a business incentive scheme supporting compostable and reusable containers.		

## RECOMMENDATION

1. The information within this report be received and noted
2. Request NAWMA to include recycling opportunities for the disposal of coffee pods, and estimated costing of establishing a program that diverts the pods from going into land fill within their new Transformational Waste Management Strategy.
3. Request NAWMA to investigate the viability of a pilot project to identify opportunities for a business incentive scheme supporting compostable and reusable containers within their new Transformational Waste Management Strategy.

## ATTACHMENTS

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

1. Capsule Guide

## 1. BACKGROUND

- 1.1 Works and Services meeting held on the 26<sup>th</sup> February 2018 presented staff with NOM 1 and NOM 7, requesting that a report be prepared providing:

- 1.1.1 The viability of a pilot project and detailing opportunities for a business incentive scheme supporting compostable and reusable containers.
- 1.1.2 Information 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.

## 2. CITY PLAN CRITICAL ACTION

- 2.1 Promote a positive image of Salisbury to attract investment, visitors and tourists, and increase community pride.

## 3. CONSULTATION / COMMUNICATION

- 3.1 Internal
  - 3.1.1 Manager Field Services
- 3.2 External
  - 3.2.1 NAWMA CEO

## 4. REPORT

### Coffee Pods

- 4.1 Australia consumes about 3 million coffee pods per day with the majority of these going into general waste and landfill.
- 4.2 There are numerous coffee pod styles available in the marketplace
  - 4.2.1 Aluminum based or Plastic with combinations and variations of both materials. See attachment.
  - 4.2.2 Nespresso appears to be the only pod with an aluminum case.
  - 4.2.3 Pod types would need to be separated into their individual types in order for recycling processes to capture these pods.
- 4.3 Teracycle recycle numerous brands of coffee pods, but they must be segregated by brand
  - 4.3.1 Customers or collection centers can purchase their Zero Waste Box for each type of coffee pod for \$109.00 from Office works. These boxes fit around 500 capsules, depending on type.
  - 4.3.2 Alternatively, consumers may drop their used capsules at various retail outlets. The closest recycling center is at - Garden Fresh Flowers, 38 Warren Rd, Para Vista SA 5093
- 4.4 Nespresso offer multiple drop-off locations for their used pods to be recycled and consumers can purchase an Australia Post Recycling Satchel to send their used pods back to Nespresso.
- 4.5 Coffee pods that are made of biodegradable plastics require industrial compost conditions where temperatures tend to be consistently higher and the matter is shredded before going into a composting pile.



- 4.6 NAWMA currently coordinate the City of Salisbury's waste resource recovery responsibilities. Their recycling systems are currently not able to process coffee pods, as the items are too small. A dedicated recycling system may be required if this resource is to be diverted from general waste.
- 4.7 NAWMA intends to include opportunities for business incentive schemes supporting waste minimisation initiatives in 'mainstream' or 'business waste reduction' section of NAWMA's new transformational waste management strategy, which will be presented to the NAWMA Board on September 19, 2018.
- 4.8 NAWMA have not yet costed a coffee pod recycling initiative and will need to model the costs for further consideration.

#### **Single Use Food Containers**

- 4.9 Upon investigation of the types of single use containers available these options were investigated
  - 4.9.1 **Recyclable:** Whether a container is suitable for recycling will depend upon its construction. For example, most paper coffee cups are not recyclable as they are plastic-coated, while their lids usually are. Most take away food containers are recyclable.
  - 4.9.2 **Compostable:** Compostable food containers are manufactured from products such as PLA (polylactic acid) which is derived from starch sources such as corn. These products will take 3-6 months to compost in a commercial composting facility. These commercial composting facilities use higher temperatures (at least 55°C) to compost these types of food containers and differ from facilities used to make garden compost from green waste.
  - 4.9.3 **Biodegradable:** Generally, this involves using an additive in the oil-based plastic lining which will break down when deprived of oxygen. But the scientific evidence has not sufficiently proven that this does in fact work.
- 4.10 Disposable cups have 25 times more environmental impact (based on energy required to create and then length of time existing in the environment after use) than reusable ceramic or metal type cups.
- 4.11 Biodegradable cups have 20 times more environmental impact (based on energy required to create and then length of time existing in the environment after use) than reusable.
- 4.12 Standard coffee cups made from liquid paperboard are rarely recycled. Even 'compostable' cups are rarely composted, because Australia's existing composting facilities aren't yet able to process them effectively, and it can be hard to transport enough of the cups to the right place for composting. This means coffee cups are a burden on our waste management services and our environment, filling up landfills and resulting in transport emission.
- 4.13 Single use food containers can be recycled or composted, but it requires a different approach. Existing recycling facilities can be adapted to process plastic based materials or new composting facilities can be constructed to process compostable materials.



- 4.14 Without the appropriate facilities in place to process recyclable/compostable food containers, any incentive scheme would simply increase operating cost and not increase landfill diversion rates. A potential option is State based mandated use of compostable food containers with the construction of commercial composting facilities. This would allow the food containers to be placed into existing green waste bins.
- 4.15 Similarly the provision of “green” waste bins near and around CBD areas would need to be facilitated by NAWMA in association with the respective Councils and participating businesses.
- 4.16 NAWMA intends including opportunities for business incentive schemes supporting waste minimisation initiatives in ‘mainstream’ or ‘business waste reduction’ section of NAWMA’s new Transformational Waste Management Strategy, which will be presented to the NAWMA Board on September 19, 2018.

## 5. CONCLUSION / PROPOSAL

- 5.1 Council formally request that the NAWMA board include options for coffee pod resource recovery be considered in their Transformational Waste Management Strategy.
- 5.2 The City of Salisbury requests the NAWMA board include the investigation of recyclable/compostable food containers in their Transformational Waste Management Strategy.

















## CO-ORDINATION

Officer: Executive Group  
Date: 13/08/2018

# CAPSULE MACHINE GUIDE

KEY: ■ Originals ■ Compatibles



SYSTEM	SHAPE	FEATURES	PRICES P/P FROM	KEYWORDS	MACHINES	PRODUCT LINK
<b>NESPRESSO®</b> 	 30mm 37mm	<b>LID: Aluminium</b> <b>CUP: Aluminium</b> <b>LID: Aluminium</b> <b>CUP: Food grade plastic</b>	<b>R7,50 - R12,00</b>  <b>R3,49</b>	Nespresso Caffeluxe compatible, compatible with market leading machines	Nespresso® U, U Milk®, Inissia®, Pixie®, Pixie Clips®, Lattissima®, Lattissima Touch®, Lattissima Plus and Pro®, Essenza®, CitiZ®, Kmix®, Maestria® and Gran Maestria, Le Cube®, Creatista®, KitchenAid®, Prodigio®, Essenza® (Manufactured by Krups, and De Longhi) Caffeluxe Verona, Sienna, Torino, Milano, Piccolo Cafelaane, MyCoffee by Cino, Russell Hobbs Novella, Russell Hobbs Vivace, Ethical coffee WARM-INOX MACHINE, Platinum by Cino, D-Quip by Cino, Vittoria	<a href="http://www.coffeecapsulesdirect.com/product-category/coffee-capsules/">http://www.coffeecapsulesdirect.com/product-category/coffee-capsules/</a>
<b>NESCAFÉ DOLCE GUSTO®</b> 	 54mm 37mm	<b>LID: Plastic</b> <b>CUP: Plastic</b> <b>LID: Plastic</b> <b>CUP: Plastic</b>	<b>R5,60 - R6,20</b>  <b>R4,95</b>	Nescafé Dolce Gusto Nescafé Dolce Gusto compatible	Nescafé Dolce Gusto® Circulo®, Jovia®, MiniMe®, Genio®, Esperta® Krups Piccolo®, Krups Melody 2®, Krups Creativa®, Krups Fontana®, Krups Melody 3®, Krups Oblio®, Krups Drop®, De Longhi Stella®	<a href="http://coffeecapsulesdirect.com/product-category/nescafe-dolce-gusto/">http://coffeecapsulesdirect.com/product-category/nescafe-dolce-gusto/</a>
<b>CAFFITALY®</b> 	 25mm 45mm	<b>LID: Soft plastic</b> <b>CUP: Soft plastic</b> <b>LID: Soft plastic</b> <b>CUP: Harder plastic</b>	<b>R6,60</b>  <b>R5,50</b>	Caffitaly Caffitaly compatible	Caffitaly S04®, S06HS Nautilus®, S03®, S05®, Amante®, Gaggia Evolution®, K111 D Gaggia®, S11HS Nautilus®, S16 Diadema®, S08 Venus®, S07 Murex®, S15 Amphora®, S21 Clio®, Bellini "Map" coffee capsule machine, Café Espresso by Plingo Doce, Caffissimo by Tchibo, CBTL Chicco d'Oro Dallmayr Dualit Piccolina Fagor by Stratco	<a href="http://coffeecapsulesdirect.com/product-category/caffitaly-compatible-capsules/">http://coffeecapsulesdirect.com/product-category/caffitaly-compatible-capsules/</a>
<b>ESPRESSO® K-FEE®</b> 	 25mm 45mm	<b>LID: Soft plastic</b> <b>CUP: Soft plastic</b> <b>LID: Soft plastic</b> <b>CUP: Harder shell</b>	<b>R9,00</b>  <b>R5,50</b>	K-fee Espresso Preferenza Wave compatible	Espresso Wave, Espresso Preferenza, KFee	<a href="http://coffeecapsulesdirect.com/product-category/wave-compatible-capsules/">http://coffeecapsulesdirect.com/product-category/wave-compatible-capsules/</a>
<b>LAVAZZA BLUE®</b> 	 27mm 47mm	<b>LID: Soft plastic</b> <b>CUP: Soft plastic</b> <b>LID: Soft plastic</b> <b>CUP: Soft plastic</b>	<b>R6,20</b>  <b>R5,50</b>	Lavazza Blue Blue Lavazza Blue compatible	Lavazza LB 800, LB 850, LB 1000, Lavazza in black and compact, LB 2000, LB 2100, LB 2200, LB 2300, Guzzini, LB 2500 Plus, Panafe CA 100-L CP E, Panafe CA 100-L CP V, LB Compact, LB 4100, LB 1010, LB 2312, LB 4700, LB 5010, LB Brio, LB Colibri	<a href="http://coffeecapsulesdirect.com/product-category/lavazza-coffee-capsules/">http://coffeecapsulesdirect.com/product-category/lavazza-coffee-capsules/</a>
<b>LAVAZZA A MODO MIO®</b> 	 17mm 47mm	<b>LID: Soft plastic</b> <b>CUP: Soft plastic</b> <b>LID: Soft plastic</b> <b>CUP: Soft plastic</b>	<b>R6,20</b>  <b>R5,50</b>	Lavazza A Modo Mio A Modo Mio Lavazza A Modo Mio compatible	Saeco Piccina, Electrolux Favola, Saeco Extra, Electrolux Espira, Saeco Minu, Espresso, Electrolux Magia, Minu Caffè Latte, Lavazza Simpla, Electrolux Favola Easy, Electrolux Favola Plus, Electrolux Favola Cappuccino, Electrolux Espira Plus, Lavazza Jolie, Electrolux Fantasia	<a href="http://coffeecapsulesdirect.com/product-category/lavazza-a-modo-mio-coffee-capsules/">http://coffeecapsulesdirect.com/product-category/lavazza-a-modo-mio-coffee-capsules/</a>
<b>MILEX CAFÉ BARISTA</b> 	 22mm 36mm	<b>LID: Hard plastic</b> <b>CUP: Hard plastic</b> <b>LID: Hard plastic</b> <b>CUP: Hard plastic</b>	<b>R4,80</b>	Milex Home Mark Espresso Cap Café Barista	Milex Café Barista	<a href="http://coffeecapsulesdirect.com/product-category/milex-cafe-barista-compatible-capsules/">http://coffeecapsulesdirect.com/product-category/milex-cafe-barista-compatible-capsules/</a>
<b>EASY SERVING ESPRESSO 44mm</b> 	 44mm	<b>Un-tamped soft pod</b> <b>Filter paper material</b>	<b>R4,40</b>	ESE Easy serving Espresso Soft pod Paper pod Hard pod	Kenwood, Delonghi, Illy, Breville, Segafredo, Guzzini, Dualit, Briel, Gaggia, Innova, Capresso Espresso Pro 122, Krups, Magimix, Morphy Richards 47507, Nuova Simonelli, La Pavoni, Rancilio, Saeco, Salton, Starbucks, Wega	<a href="http://coffeecapsulesdirect.com/product-category/ese-easy-serving-espresso-coffee-pods/">http://coffeecapsulesdirect.com/product-category/ese-easy-serving-espresso-coffee-pods/</a>



<b>ITEM</b>	2.8.2
	<b>WORKS AND SERVICES COMMITTEE</b>
<b>DATE</b>	20 August 2018
<b>HEADING</b>	Appointment of NAWMA Board Member
<b>AUTHOR</b>	Mick Petrovski, Manager Governance - CEO/Governance, CEO and Governance
<b>CITY PLAN LINKS</b>	4.2 Develop strong capability and commitment to continually improve Council's performance. 4.3 Have robust processes that support consistent service delivery and informed decision making.
<b>SUMMARY</b>	This report seeks an appointment from Council of a Board Member on the Northern Adelaide Waste Management Authority Board, following the resignation of Mr Mark van der Pennen, who previously held a Board Member position.

## RECOMMENDATION

1. Mr Charles Mansueto, General Manager Business Excellence, be appointed as a Board Member on the Northern Adelaide Waste Management Authority Board for the remainder of the current term of Council.
2. The person appointed as General Manager City Infrastructure be appointed as the Deputy Board Member on the Northern Adelaide Waste Management Authority Board for the remainder of the term of Council.

## ATTACHMENTS

There are no attachments to this report.

## 1. BACKGROUND

- 1.1 At the November 2014 Council meeting various appointments were made to representative/community organisations, including Board Member positions on the Northern Adelaide Waste Management Authority (NAWMA).
- 1.2 In August 2017 the Deputy Board Member was reviewed due to the retirement of the then current member, Mr Lyall Thomas, former Manager Civil and Waste.
- 1.3 Current appointments to the NAWMA Board (until the conclusion of the current term of Council) are:
  - 1.3.1 Cr David Balaza (with Cr Betty Gill appointed as Deputy)
  - 1.3.2 Cr Julie Woodman (with Cr Graham Reynolds appointed as Deputy)
  - 1.3.3 Mr Mark van der Pennen, General Manager City Infrastructure (with Mr Mark Purdie, Manager Field Services as Deputy).
- 1.4 Following the resignation of Mr van der Pennen there is a need to appoint a new Board Member and review the Deputy position.

**2. REPORT**

- 2.1 The Functions of the NAWMA Board are:
  - 2.1.1 The formulation of strategic plans including a Long Term Financial Plan and strategies aimed at facilitating the fulfilment of the objects and purpose of the Authority and improving the activities of the Authority.
  - 2.1.2 To provide professional input and policy direction to the Authority.
  - 2.1.3 Monitoring, overseeing and evaluating the performance of the Executive Officer of the Authority.
  - 2.1.4 Ensuring that ethical behaviour and integrity is established and maintained by the Authority and its Board Members in all activities undertaken by the Authority.
  - 2.1.5 Subject to Clause 7.4.13, ensuring that the activities of the Authority are undertaken in an open and transparent manner.
  - 2.1.6 The preparation and development of Business Plans to be considered in consultation with the Constituent Councils.
  - 2.1.7 Exercising the care, diligence and skill that a prudent person of business would exercise in managing the affairs of another person.
- 2.2 Each Constituent Council must appoint three persons to the NAMWA Board which must have skills and/or knowledge in any of the following:
  - 2.2.1 Marketing
  - 2.2.2 Legal/governance
  - 2.2.3 Business; and
  - 2.2.4 The local community.
- 2.3 Each Constituent Council shall also appoint a deputy for their Board members.
- 2.4 Council previously resolved Mr Mark van der Pennen, General Manager City Infrastructure to the position of Board Member, which has now become vacant due to Mr van der Pennen's resignation.
- 2.5 Given the role held by Mr Charles Mansueto, General Manager Business Excellence and his relevant skills, knowledge and experience, it is proposed that he be appointed as the Board Member and that the person appointed as the General Manager City Infrastructure be authorized as Deputy Member.

**3. CONCLUSION / PROPOSAL**

- 3.1 There is a need to appoint a new Board Member to the NAWMA Board following the resignation of Mr Mark van der Pennen.
- 3.2 Mr Charles Mansueto has the relevant skills, knowledge and experience that enable him to deliver the requirements as a NAWMA Board Member.
- 3.3 Council is asked to appoint Mr Charles Mansueto, General Manager Business Excellence to the position of NAWMA Board Member and the person appointed as the General Manager City Infrastructure be authorized as Deputy member.

**CO-ORDINATION**

Officer: EXECUTIVE GROUP  
Date: 13/08/2018