



**MINUTES OF WORKS AND SERVICES COMMITTEE MEETING HELD IN
LITTLE PARA CONFERENCE ROOMS, 34 CHURCH STREET, SALISBURY ON**

20 APRIL 2020

MEMBERS PRESENT

Cr S Reardon (Chairman)
Mayor G Aldridge (ex officio)
Cr M Blackmore
Cr L Braun (Deputy Chairman)
Cr C Buchanan
Cr N Henningsen (*via videoconference*)
Cr S Ouk
Cr G Reynolds

STAFF

Chief Executive Officer, Mr J Harry
General Manager City Infrastructure, Mr J Devine
Risk and Governance Program Manager, Ms J Crook
Governance Support Officer, Ms K Boyd

The meeting commenced at 9.19 pm.

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

APOLOGIES

There were no apologies.

LEAVE OF ABSENCE

Nil

DEPUTATION

Mr Michael Brown MP, Member for Playford, gave a Deputation on behalf of community of Parafield Gardens in support of fencing at the Pines School.

Cr S Ouk sought leave of the meeting to bring forward Other Business items to this point on the agenda and leave was granted.

W&S-OB1 Installation of Fencing – Pines School and Andrew Smith Drive Reserve

Cr C Buchanan declared a perceived conflict of interest on the basis of being President of a sporting club based on Andrew Smith Reserve. Cr Buchanan managed the conflict by remaining in the meeting and voting in the best interest of the community.

Cr M Blackmore declared a perceived conflict of interest on the basis of her employment. Cr Blackmore managed the conflict by remaining in the meeting and voting in the best interest of the community.

Moved Cr S Ouk

Seconded Cr C Buchanan

1. That Council notes the deputation made by Mr Michael Brown MP, Member for Playford, at the Works & Services Committee in regard to the installation of fencing around the Pines School and Andrew Smith Drive Reserve
2. Staff are requested to bring back designs and costing of replacing the pine log fencing with metal fencing at a height of 1.8m along the council school boundary, and the installation of metal fencing around the perimeter of Andrew Smith Reserve. Design and costings be provided to the June 2020 Works & Services committee.
3. Funding be considered as part of the COVID 19 stimulus program.
4. As part of the design, access school reserve after Andrew Smith Reserve be made available to ensuring disability access is available, but also restricts access to trail bikes.
5. That Council ask the Pines School and the Department of Education for financial contribution towards the installation of the metal fence on the perimeter of the school oval.

CARRIED
UNANIMOUSLY

PRESENTATION OF MINUTES

Moved Cr L Braun
 Seconded Cr M Blackmore

The Minutes of the Works and Services Committee Meeting held on 16 March 2020, be taken and read as confirmed.

CARRIED

Moved Cr N Henningsen
 Seconded Cr G Reynolds

The Minutes of the Confidential Works and Services Committee Meeting held on 16 March 2020, be taken and read as confirmed.

CARRIED

REPORTS

Administration

2.0.1 Future Reports for the Works and Services Committee

Moved Cr G Reynolds
 Seconded Cr S Ouk

1. The information be received.

CARRIED

Healthy Ageing and Access

2.2.1 Essential Services to Support Seniors, People with Disabilities and other Vulnerable Groups

Moved Cr C Buchanan
 Seconded Cr L Braun

1. Information to be received.
2. The program expansion to all senior residents who are not clients of Commonwealth Home Support Services for the duration of the COVID-19 threat be endorsed.
3. Council note the set of criteria in para 3.13 used to assess eligibility for the support of senior residents who are not clients of the Commonwealth Home Support Service to access essential services during the COVID-19 threat.
4. Staff provide a further report on ongoing support and assistance as part of the COVID recovery program.

CARRIED
 UNANIMOUSLY

Landscaping

2.4.1 Salisbury Civic Plaza/ Community Hub - Drinking Fountain and shade structure installation

Moved Cr C Buchanan
Seconded Cr L Braun

1. That the report be received and noted.
2. That a non discretionary budget bid of \$15,000 be approved for 2019/20 for the installation of a drinking fountain in the Salisbury Civic Plaza.
3. That additional shade within the Civic Plaza be provided with the addition of 3 advanced trees, of similar species to existing trees, to the northern and western edge of the plaza to match existing.
4. That shade structures not be considered for installation of Salisbury Civic Plaza, due to the impact fixed structures of this nature would have on the function of the space in event mode.

CARRIED

2.4.2 Further Information to the Implementation of Structural Seating incorporating Vegetation

Moved Cr S Ouk
Seconded Cr N Henningsen

1. The report be received and noted
2. That the following species be endorsed for installation in association with new seating and shelter installations in high profile centres, with installations to occur as part of the John/Church Street Upgrade Program.
 - Tree species - Eucalyptus, Angophora, Brachychiton and Callistemon species.
 - Shrub species - Melaleuca and Hakea species
 - Climbers - Hardenbergia violacea, Clematis microphylla, Bougainvillea species, Wisteria species and Convolvulus remotus

CARRIED

2.4.3 Outdoor Furniture Program - Barbecue Installation

Moved Cr C Buchanan
Seconded Cr L Braun

1. The report be received and noted.
2. That Barbecue installations from the Outdoor Furniture program continue to be installed as previously endorsed by Council, at the following locations Kentish Green, Para Vista, Pitman Park, Salisbury and The Paddocks as part of the Masterplan Implementation.
3. A barbecue installation at Lindblom Park, Pooraka be considered as part of the Outdoor Furniture budget for the financial year 2021/22, following the above mentioned site installations.
4. Barbecue installations be included in inclusive playspace reserves.
5. Future Barbecue locations be considered in alignment of the hierarchical classification and provisioning framework of the Place Activation Strategy.

CARRIED

Property

2.5.1 Road Closure and Renaming of Portion of Parachilna Road, Salisbury Heights

Moved Cr M Blackmore
Seconded Cr C Buchanan

1. This report be received and noted.
2. Staff be authorised to implement the required provisions of the *Roads (Opening and Closing) Act 1999* to commence a process for closure of a portions of Parachilna Road, Salisbury Heights, identified as A, B and C on Attachment 1 – Road Closure. Parachilna Road, Salisbury Heights. Item 2.5.1 Works and Services Committee, 20th April 2020.
3. Staff be authorised to undertake public consultation by placing public notices in the Messenger Newspaper and a further notice in the State Government Gazette in accordance with the provision of the *Roads (Opening and Closing) Act 1999* as well as sending notice to affected residents within the area.
4. Should no objections be received after completion of the Public Consultation Process, the Manager Property and Buildings to submit the required documentation to the Surveyor General for approval. In the event objections are made on the Road closure, a further report will be presented to Council for consideration of any objections.

5. Staff be authorised to undertake public consultation by placing public notices in the Messenger Newspaper and a further notice in the State Government Gazette for the renaming of the portions of Parachilna Road (not subject to a road closure process) north of Coomurra Drive to “Heights View Avenue” and “Prominence Drive”.
6. Should no objections be received for the road renaming of the portions of Parachilna Road after completion of the Public Consultation Process, the Chief Executive Officer be delegated to authorise the Road names as outlined in this report. In the event objections are made on the Road names, a further report be presented to Council for consideration of any objections.
7. Council accept new road names “Giuliano Drive”, “Jess Road”, “Alyssa Avenue” and “Roder Drive” submitted by the owners of 37, 39 and 41 Coomurra Drive on the basis that these names relate to people who live or have lived on the land and are attached to the local history of the land.

CARRIED
UNANIMOUSLY

2.5.2 Grant of Easement to SA Power Networks - Portion of Vater Street Reserve

Moved Cr G Reynolds
Seconded Cr S Ouk

1. Council grant to SA Power Networks an easement for the installation of underground cables to facilitate electricity supply to an adjoining property over a portion of Vater Street Reserve identified as Allotment 15 in Deposited Plan 50221 as described in Certificate of Title Volume 5583 Folio 327, and delineated in red in Attachment 1 to this report (Works and Services Committee, 20 April 2020, Item No. 2.5.2).
2. SA Power Networks to be responsible for all costs and pay a consideration amount of \$5,000 plus GST to the City of Salisbury in exchange for granting of the easement.
3. The Manager Property and Buildings be authorised to liaise with SA Power Networks in regards to the requested easement and arrange consent of the Letter of Agreement and Grant of Easement documentation.

CARRIED
UNANIMOUSLY

2.5.3 Former Council Road Reserve, Ryans Road, Greenfields

Moved Cr L Braun
Seconded Cr S Ouk

1. This report be received and noted.
2. Council authorises the Manager Property and Buildings to engage a Commercial Property Consultant to act on Council's behalf to sell the property known as Ryans Road Reserve, Greenfields, marked as Allotment 1001 Deposited Plan 119186 (Attachment 1, Item No. 2.5.3 Works and Services Committee, 20/04/2020) balancing price, proposed strategic outcomes from development and use of the site by the prospective purchaser, and alignment with Council strategies and Development Plan.
3. Council authorises the Manager Property and Buildings to arrange the necessary documentation for the transfer of Allotment 1001 Deposited Plan 119186 and negotiate the terms of an appropriate Encumbrance to be registered on the purchasers Certificate of Title or preparation of a further plan of division to manage future access into the site.

CARRIED

2.5.4 Management of Athletics Centre at Bridgestone Reserve

Moved Cr M Blackmore
Seconded Cr C Buchanan

1. That Council endorse:
 - a. The Fees and Charges for Bridgestone Athletics Centre 2020/21 as shown in Attachment 1 to this report (Item No. 2.5.4, Works and Services Committee, 20 April 2020).
 - b. A late budget bid of \$125,000 operating expenditure and \$15,000 income for Bridgestone Athletics Centre to be prepared by staff for inclusion in the 2020/21 budget process.

CARRIED

2.5.5 Minutes of the Strategic Property Development Sub Committee meeting held on Tuesday 14 April 2020

Moved Cr M Blackmore
Seconded Cr C Buchanan

The information contained in the Strategic Property Development Sub Committee of the meeting held on 14 April 2020 be noted with respect to the recommendations contained therein.

CARRIED

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

Moved Cr M Blackmore
Seconded Cr C Buchanan

1. The information be received.

CARRIED

2.5.5-SPDSC2 Salisbury Oval Development Site Update

Moved Cr M Blackmore
Seconded Cr C Buchanan

1. That the report be received.
2. That documentation for an Expression of Interest be prepared by staff in conjunction with Council's Property Advisors for the Salisbury Oval development land depicted in Attachment 1 to this report (Strategic Property Development Sub-Committee, Item SPDSC2 – 14/04/2020), seeking a market response to the options for commercial sporting uses, and/or commercial health and well-being services for the aged care and sports medicine sectors, and also innovative alternative proposals that align with those land uses, and align with Council's objectives for the Salisbury City Centre and Salisbury Oval Precinct.
3. That the advertising of the EOI process proceed and a further report on the response to the EOI be presented to the Strategic Property Development Sub Committee at the conclusion of the EOI process.

CARRIED

Public Works

2.6.1 Capital Works Report - March 2020

Cr G Reynolds declared an actual conflict of interest on the basis of being a committee member of Salisbury RSL. Cr G Reynolds left the meeting at 10:17 pm.

Moved Cr C Buchanan

Seconded Cr S Ouk

1. Include within the 2019/20 Third Quarter Budget Review the re-timing of budgets as outlined within Works and Services, Item 2.6.1, 20th April 2020.
2. Within the 2019/20 Third Quarter Budget Review transfer \$500k of operating expenditure budget GL142-244 Kerb and Gutter Replacement to capital expenditure budget within PR12000 Road Reseal Program.
3. Within the 2019/20 Third Quarter Budget Review transfer \$150k capital expenditure budget from PR21412 Kerb Ramp Construction / Upgrade Program to PR1200 Road Reseal Program, with staff given approval to continue with Road Reseal Program preparatory works upon endorsement of this report.
4. Within the 2019/20 Third Quarter Budget Review convert \$10k of Capital Expenditure to Operating Expenditure Budget, and in addition return \$95k Capital Expenditure Budget for the PR20017 Building Upgrade Program.
5. Within the 2019/20 Third Quarter Budget Review convert \$240k of Operating Expenditure to Capital Expenditure Budget, and allocate \$95k Capital Expenditure Budget for the PR18097 Building Renewal Program.
6. Include within the 2019/20 Third Quarter Budget Review a \$50k expenditure budget allocation to match the \$50k State Government grant funding received for PR25535 Gawler Greenway shared use path.
7. Include Salisbury RSL ramp construction within the 2019/20 PR21412 Kerb Ramp Construction / Upgrade Program.

CARRIED

Cr G Reynolds returned to the meeting at 10:19 pm.

2.6.2 Shovel Ready Projects

Moved Cr C Buchanan
Seconded Cr L Braun

1. That the information be received.
2. That Council note the following projects which are shovel ready and submitted for a contribution from the State Government under the Open Spaces and Places for People programs:
 - a. Church Street and John Street Improvement
 - b. City Wide Trails – Jenkins Reserve to Carisbrooke Park
 - c. Bridge Replacement Program – City Wide Trails Connectivity
 - d. Irrigation Activation
 - i. Dunkley Green – Valley View
 - ii. Beadell Street Reserve – Burton
 - iii. Delamere Drive – Paralowie
 - e. Salisbury Oval Masterplan – Brown Tce Playspace & Reserve Upgrade
 - f. Fairbanks Drive – Playground, Sports Court and Reserve Upgrade.
 - g. Bridgestone Reserve – Seating and Shade
 - h. Establishing a Native Forrest in the Little Para Channel
3. That staff continue to investigate grant opportunities for projects within the City of Salisbury.
4. That a further “For Information Report” be brought back to Council on the outcome of these applications.

CARRIED

2.6.3 Church and John Street - Community Consultation Findings

Moved Cr G Reynolds
Seconded Cr C Buchanan

1. That the information be received.
2. That the project proceed to detailed design and construction, consistent with feedback received during the community consultation process.
3. That the Administration investigate the installation of an additional public toilet, and the report be brought back during the detailed design stage with preferred options, suggested locations, and current requirements for business and landholders to provide facilities.
4. That further consultation occur with key stakeholders, including SBA and key landowners, during the detailed design phase.
5. That Council note the project has been submitted within the current round of grant funding for “Open Space and Places for People” for an increased scope of works.

CARRIED

2.6.4 Research Road Joint Animal Pound Facility Update

Moved Cr G Reynolds
Seconded Cr C Buchanan

1. That the report be received and the update noted.
2. That a New Initiative Bid be prepared for consideration in the 2020/2021 Budget process for \$400,000.00 as the City of Salisbury component of the estimated capital costs a shared use Animal Pound facility located at Research Road Pooraka.
3. Staff continue to refine the concept design for a joint use Animal Pound facility, and a further report is brought back by July 2020 regarding the business case and shared use agreement with the City of Tea Tree Gully.

CARRIED
UNANIMOUSLY

Traffic Management

2.7.1 Motion on Notice: Roundabout - Willowbrook Boulevard and Oakdene Court, Paralowie

Moved Cr C Buchanan
Seconded Cr L Braun

1. Install signage and pram ramps at the Oakdene Court T-Junction on Willowbrook Boulevard to provide a safe path of travel for cyclists and pedestrians to and from the playground/recreational sporting area at the Willowbrook Place Reserve.
2. Install a pavement bar at the Oakdene Court and Willowbrook Boulevard T-Junction to help improve efficiency and safety for regular 2-way traffic flow at this site.
3. Funding for the improvements to be sourced from the 2020/21 Traffic Program budget lines.
4. Consult with local residents prior to construction commencement.
5. Council notes that in the interest of improving both local area pedestrian and road safety, South Australia Police (SAPOL) have been requested to undertake surveillance of traffic behaviours at this location.

CARRIED

Waste Management

2.8.1 Compostable Bags for Benchtop Bins

Moved Cr G Reynolds
Seconded Cr M Blackmore

1. Council not proceed with the free issuing of compostable Kitchen Caddy liners to residents at this point in time.
2. Council await the development of NAWMA's waste policy, and Council's subsequent waste policy, which will address this issue, as part of a service level review.

CARRIED

OTHER BUSINESS

W&S-OB2 Continuity of Rubbish Collection

Moved Cr S Ouk

Seconded Cr C Buchanan

1. That, in the context of the stated public concerns of East Waste for a “worst case scenario” of not having enough drivers to maintain weekly rubbish collection due to self-isolation as a result of COVID-19:
 1. the City of Salisbury reaffirms its commitment to a weekly rubbish collection regime, and
 2. NAWMA be requested to advise what strategies have been put in place to ensure continuity of City of Salisbury’s commitment.

CARRIED

W&S-OB3 Establishment and Memberships of Tree Management Appeals Sub Committee

Moved Cr C Buchanan

Seconded Cr S Ouk

1. The information in this report be received and noted.
2. That Council establishes a Tree Management Appeals Sub Committee (TMASC).
3. The membership of the TMASC consist of Cr P Jensen, Cr A Duncan, Cr C Buchanan, Cr S Ouk, and Cr D Hood.
4. The Chair of TMASC be Cr Peter Jensen.
5. The Deputy Chair of TMASC be elected at its first meeting.

CARRIED

**W&S-OB4 Terms of Reference for the Tree Management Appeals Sub
Committee**

Formal Motion

Moved Cr C Buchanan

That, under Regulation 18 of the Code of Conduct for Meeting Procedures, that the meeting be suspended to allow the information to be emailed to Cr Henningsen.

The MOTION LAPSED for want of a SECONDER.

Cr L Braun left the meeting at 10.50pm.

Cr S Ouk left the meeting at 10.50pm.

The Chair sought clarification about whether Cr Henningsen had received the tabled information electronically, and about resuming consideration of the Motion before the Chair.

Cr Henningsen confirmed that she had received the documentation.

Cr L Braun returned to the meeting at 10.55 pm.

Cr S Ouk returned to the meeting at 10.55 pm.

Discussion on the item before the Chair resumed.

Moved Cr C Buchanan

Seconded Cr S Ouk

1. That Draft Terms of Reference for the Tree Management Appeals Sub Committee be prepared by the administration and provided through a further information report at the meeting of Council on 27 April 2020.

CARRIED

CONFIDENTIAL ITEMS

2.9.1 Burton Park Soccer Centre - Lease Agreement Update

Moved Cr C Buchanan
Seconded Cr L Braun

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 at this time will protect commercially sensitive information the disclosure of which would reasonably be expected to jeopardise the commercial position of Council.*

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

CARRIED

The meeting moved into confidence at 10.56 pm.

The meeting moved out of confidence and closed at 10.58 pm.

CHAIRMAN.....

DATE.....