



## **AGENDA**

**FOR POLICY AND PLANNING COMMITTEE MEETING TO BE HELD ON**

**17 MAY 2021 AT 6:30 PM**

**IN THE LITTLE PARA CONFERENCE ROOMS, SALISBURY COMMUNITY HUB,  
34 CHURCH STREET, SALISBURY**

### **MEMBERS**

Deputy Mayor, Cr C Buchanan (Chairman)  
Mayor G Aldridge  
Cr M Blackmore (Deputy Chairman)  
Cr L Braun  
Cr B Brug  
Cr A Duncan  
Cr K Grenfell  
Cr N Henningsen  
Cr D Hood  
Cr P Jensen  
Cr D Proleta  
Cr S Ouk  
Cr S Reardon  
Cr G Reynolds  
Cr J Woodman

### **REQUIRED STAFF**

Chief Executive Officer, Mr J Harry  
General Manager Business Excellence, Mr C Mansueto  
General Manager City Development, Mr T Sutcliffe  
General Manager City Infrastructure, Mr J Devine  
General Manager Community and Org. Development, Ms G Page  
Manager Governance, Mr M Petrovski  
Risk and Governance Program Manager, Ms J Crook  
Governance Support Officer, Ms K Boyd

### **APOLOGIES**

An apology has been received from Cr B Brug.

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## **LEAVE OF ABSENCE**

Leave of absence for this meeting was previously granted to Cr L Braun.

## **PRESENTATION OF MINUTES**

Presentation of the Minutes of the Policy and Planning Committee Meeting held on 19 April 2021.

## **REPORTS**

### *Administration*

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### *For Decision*

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1.1.2 Recommendations of the Intercultural Strategy and Partnerships Sub  
Committee meeting held on Monday 10 May 2021 ..... 23

## **OTHER BUSINESS**

## **CLOSE**



**MINUTES OF POLICY AND PLANNING COMMITTEE MEETING HELD IN THE  
LITTLE PARA CONFERENCE ROOMS, SALISBURY COMMUNITY HUB,  
34 CHURCH STREET, SALISBURY ON**

**19 APRIL 2021**

**MEMBERS PRESENT**

Deputy Mayor, Cr C Buchanan (Chairman)  
Mayor G Aldridge  
Cr M Blackmore (Deputy Chairman)  
Cr B Brug  
Cr A Duncan  
Cr K Grenfell  
Cr N Henningsen  
Cr D Hood  
Cr P Jensen  
Cr D Proleta  
Cr S Ouk  
Cr S Reardon  
Cr G Reynolds  
Cr J Woodman

**STAFF**

Chief Executive Officer, Mr J Harry  
General Manager Business Excellence, Mr C Mansueto  
General Manager City Development, Mr T Sutcliffe  
General Manager City Infrastructure, Mr J Devine  
General Manager Community and Org. Development, Ms G Page  
Manager Governance, Mr M Petrovski  
Risk and Governance Program Manager, Ms J Crook  
Governance Support Officer, Ms K Boyd

The meeting commenced at 6.33 pm.

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

## APOLOGIES

There were no apologies.

## LEAVE OF ABSENCE

Moved Cr K Grenfell

Seconded Cr M Blackmore

That Cr L Braun be granted leave of absence for a period of six weeks.

**CARRIED**

## PRESENTATION OF MINUTES

Moved Cr N Henningsen

Seconded Cr G Reynolds

The Minutes of the Policy and Planning Committee Meeting held on 15 March 2021, be taken as read and confirmed.

**CARRIED**

## REPORTS

### *Administration*

#### **1.0.1 Future Reports for the Policy and Planning Committee**

Moved Cr N Henningsen

Seconded Cr P Jensen

1. The information be received.

**CARRIED**

### *For Decision*

#### **1.1.1 Recommendations of the Youth Council Sub Committee meeting held on Tuesday 13 April 2021**

Moved Cr P Jensen

Seconded Cr D Hood

The information contained in the Youth Council Sub Committee of the meeting held on 13 April 2021 be received and noted with respect to the following recommendations contained therein to be adopted by Council:

**CARRIED**

#### **1.1.1-YC1 Future Reports for the Youth Council Sub Committee**

Moved Cr P Jensen

Seconded Cr D Hood

1. The information is received.

**CARRIED**

### **1.1.1-YC2 Youth Council Project Team Updates**

Moved Cr P Jensen  
Seconded Cr D Hood

1. The information is received and noted.

**CARRIED**

### **1.1.1-YC3 Youth Programs and Events Update March 2021**

Moved Cr P Jensen  
Seconded Cr D Hood

1. The information is received and noted.

**CARRIED**

### **YC-OB1 Resignation of Luke Hall**

Moved Cr P Jensen  
Seconded Cr D Hood

1. That the verbal resignation from Luke Hall be received for Youth Council, effective the end of the Youth Council Sub Committee meeting held 11 April 2021.

**CARRIED**

### **YC-OB2 Waste Management Education Partnership**

Moved Cr P Jensen  
Seconded Cr D Hood

1. That the Youth Council Sub Committee receive a report with an update on the status of the letter to the Minister for Education, Minister for the Environment and the CEO of NAWMA seeking their interest in establishing a partnership between their respective Organisations and the City of Salisbury, with the goal of improving education and practice of waste management behaviour of Salisbury Council area school students (MON7.3; 26/10/2020) including information around whether lids and straws are recyclable.

**CARRIED**

### 1.1.2 Automatic External Defibrillators (AEDs)

Moved Cr B Brug

Seconded Cr A Duncan

1. The report is received and noted.
2. Staff continue to directly promote the Community Grants Program to sporting clubs and community organisations to increase both the number and registration of AED machines across the City.
3. Staff continue to seek collaborative opportunities with local businesses and St John (SA) to increase the availability and public access to AED machines.
4. Staff promote the registration of public use AED machines.

**CARRIED**

### 1.1.3 Thematic Heritage Framework Study

Moved Cr S Reardon

Seconded Cr J Woodman

1. The Salisbury Thematic Heritage Framework Study forming Attachment 1 to Policy and Planning Committee Agenda 19/4/21 Item 1/1/3 is received.
2. Staff undertake a preliminary Identification Survey of the Council area using the Salisbury Thematic Heritage Framework, and report back to Council on the findings.

**CARRIED**

## OTHER BUSINESS

Nil

The meeting closed at 7.00 pm.

CHAIRMAN.....

DATE.....

**ITEM** 1.0.1**POLICY AND PLANNING COMMITTEE****DATE** 17 May 2021**HEADING** Future Reports for the Policy and Planning Committee**AUTHOR** Michelle Woods, Projects Officer Governance, CEO and Governance**CITY PLAN LINKS** 4.2 We deliver quality outcomes that meet the needs of our community**SUMMARY** This item details reports to be presented to the Policy and Planning Committee as a result of a previous Council resolution. If reports have been deferred to a subsequent month, this will be indicated, along with a reason for the deferral.**RECOMMENDATION**

1. The information be received.

**ATTACHMENTS**

There are no attachments to this report.

**1. BACKGROUND**

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

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

- 2.1.1 Report authors and General Managers.

**2.2 External**

- 2.2.1 Nil.

### 3. REPORT

3.1 The table below outlines the reports to be presented to the Policy and Planning Committee as a result of a Council resolution.

Meeting Item	Heading and Resolution	Officer
28/05/2018 1.2.1	<b>Cities Power Partnership Program</b> 1. That Council re-consider becoming a partner of the Cities Power Partnership program once the City of Salisbury's Energy Management Plan has been finalised and endorsed during 2018/19. <b>Due:</b> June 2021	Dameon Roy
28/01/2020 1.10.1	<b>Bridgestone Athletics Centre – Sponsorship Opportunities</b> Council has previously resolved this resolution to be confidential. <b>Due:</b> June 2021	Andrew Hamilton
23/03/2020 AC-OB1	<b>Strategic Review</b> 1. That a strategic review of the project management and contract management regarding the Salisbury Community Hub be performed. <b>Due:</b> June 2021	Terry Sutcliffe
23/03/2020 1.0.2-TVSC2	<b>Promotion of Salisbury Community Hub and Council Area</b> 2. The Tourism and Visitor Sub Committee support the proposed strategy as set out in this report (Item TVSC2, Tourism and Visitor Sub Committee, 10/03/2020), with a review to be conducted of the strategy by June 2021. <b>Due:</b> June 2021	Julie Kushnir
28/09/2020 1.1.1	<b>Street Libraries</b> 1. The Community led option for Street Libraries, as detailed in Paragraph 4.1 of this report (Policy and Planning Committee, 21 September 2020 Item No. 1.1.1) be endorsed and be re-evaluated in 12 months' time. <b>Due:</b> October 2021	Natalie Cooper
26/10/2020 6.0.2-IBDSC6	<b>Community Bus to Service Western Suburbs</b> 6. That a report be brought back at the conclusion of the trial, analysing the success or otherwise of the trial, including; – the uptake of the service overall – which stops are used the most/least – customer and staff feedback. <b>Due:</b> June 2022	Julie Douglas



26/10/2020 MON7.1	<b>Motion on Notice - Federal Budget - Kings and Waterloo Corner Roads, and Community Housing</b> 3. A report be prepared advising Council about how we can work with the Federal and State Government, and community housing providers to encourage investment in community housing via the National Housing Finance and Investment Corporation. <b>Due:</b> June 2021	Terry Sutcliffe / Julie Douglas
21/12/2020 1.1.2	<b>Summary of the City of Salisbury Tourism &amp; Visitor Strategy, 2016-2021</b> c) That following the workshops, a report be prepared that summarises the session, outcomes of consultation and advises Council on a draft 2021 and beyond draft visitation strategy. <b>Due:</b> August 2021	Julie Kushnir
21/12/2020 1.1.3	<b>Planning and Design Code</b> 3. Staff investigate the benefits or otherwise of establishing an offset scheme for an Urban Tree Fund and report back to Council on this matter. <b>Due:</b> May 2021 <b>Deferred to:</b> June 2021 <b>Reason:</b> To enable further analysis of impact on Salisbury of the Scheme.	Peter Jansen
21/12/2020 P&P-OB1	<b>Salisbury City Centre</b> 1. That a report be prepared for consideration of the Policy and Planning Committee before June 2021 for addressing opportunities to increase residential development within the Salisbury City Centre, noting Council's previous decision in relation to Salisbury Oval, as part of the City Centre Revitalisation program, and including provision of additional off-street car parking. <b>Due:</b> June 2021	Terry Sutcliffe / Greg Ratsch
21/12/2020 4.1.3	<b>Lindblom Park &amp; Thomas More College Improvements</b> 3. The working party to provide a recommendation to the Policy and Planning Committee by October 2021. <b>Due:</b> October 2021	John Devine
22/03/2021 1.2.1	<b>Places of Worship within Primary Production Zone – policy transition to the Planning and Design Code</b> 6. That the draft submission be reported to the Policy and Planning Committee no later than July 2021. <b>Due:</b> July 2021	Peter Jansen
27/04/2021 1.1.3	<b>Thematic Heritage Framework Study</b> 2. Staff undertake a preliminary Identification Survey of the Council area using the Salisbury Thematic Heritage Framework, and report back to Council on the findings. <b>Due:</b> December 2021	Peter Jansen

**4. CONCLUSION / PROPOSAL**

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

**CO-ORDINATION**

Officer: EXECUTIVE GROUP

Date: 10/05/2021

<b>ITEM</b>	1.1.1
	<b>POLICY AND PLANNING COMMITTEE</b>
<b>DATE</b>	17 May 2021
<b>HEADING</b>	Lindblom Master Plan - Update
<b>AUTHOR</b>	Jamie Hosking, Team Leader Urban Built Assets, City Infrastructure
<b>CITY PLAN LINKS</b>	1.2 The health and wellbeing of our community is a priority 4.2 We deliver quality outcomes that meet the needs of our community
<b>SUMMARY</b>	Council's endorsement is being sought for the Lindblom Park Masterplan Working Party Terms of Reference and adoption of the draft Consultancy Brief.

### RECOMMENDATION

1. The draft Lindblom Park Masterplan Working Party Terms of Reference as contained in Attachment 1 to this report (Policy and Planning 17/05/2021, Item No. 1.1.1) is endorsed.
2. The draft Lindblom Park Strategic Masterplan Consultancy Brief as contained in Attachment 2 to this report (Policy and Planning 17/05/2021, Item No. 1.1.1) is endorsed.
3. That a report be presented to the Policy and Planning Committee in December 2021 detailing the proposed finalised concept design.

### ATTACHMENTS

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

1. Draft Lindblom Park Masterplan Working Party Terms of Reference
2. Draft Lindblom Park Strategic Masterplan Consultancy Brief

### 1. BACKGROUND

1.1 At its meeting held on 21 December 2020 Council resolved the following:

1. Council allocate \$40,000 to complete a Master Plan for Lindblom Park as part of a Second Quarter Budget Review.
2. That a Pooraka Master Plan Working Party be established and report to the Policy and Planning Committee, to be convened by the Chairman of Policy and Planning Committee, with membership including the Chairman of Urban Services Committee, a Ward Councillor (Councillor Lisa Braun), the Head Lease representative of Lindblom Park and relevant staff.
3. The working party to provide a recommendation to the Policy and Planning Committee by October 2021.

*Resolution Number 0783/2020*

- 1.2 The Lindblom Park Masterplan Working Party have met twice to commence the master planning process.

## **2. CITY PLAN CRITICAL ACTION**

- 2.1 Improve our playgrounds and sporting facilities and cycle paths.

## **3. CONSULTATION / COMMUNICATION**

### **3.1 Internal**

- 3.1.1 City Infrastructure

- 3.1.2 City Development

### **3.2 External**

- 3.2.1 Club Representatives

- 3.2.2 Greener Adelaide Representatives

## **4. REPORT**

- 4.1 The Lindblom Park Masterplan Working Party has held two meetings and reviewed the following documentation:

- 4.1.1 Working Party Terms of Reference

- 4.1.2 Governance Structure

- 4.1.3 Draft Consultancy Brief

- 4.1.4 Stakeholder Engagement List

- 4.1.5 Project Schedule

- 4.2 The Terms of Reference and Draft Consultancy Brief are attached for Council's endorsement.

## **5. CONCLUSION / PROPOSAL**

- 5.1 It is recommended that Council endorse the attached Terms of Reference and draft Consultancy Brief.

## **CO-ORDINATION**

Officer: GMCI  
Date: 13/05/2021

# Lindblom Park Master Plan

## Working Party - Terms of Reference



### 1.0 PREAMBLE

Lindblom Park, Pooraka has multiple sports clubs (Soccer, Football, Cricket and Netball) on site (north of Dry Creek) and an informal hub mostly located on the southern side of the Dry Creek Corridor, which has off road carpark, sports courts, playspace and numerous shelters and seating opportunities.

At its meeting held on 21 December 2020 Council resolved:

*"2. That a Pooraka Master Plan Working Party be established and report to the Policy and Planning Committee, to be convened by the Chairman of Policy and Planning Committee, with membership including the Chairman of Urban Services Committee, a Ward Councillor (Councillor Lisa Braun), the Head Lease representative of Lindblom Park and relevant staff.*

*3. The working party to provide a recommendation to the Policy and Planning Committee by October 2021.* **Resolution - 0783/2020**

### 2.0 WORKING PARTY OBJECTIVES

The objectives of the Lindblom Park Master Plan Working Party are to review & recommend preferred options for the site, giving reference to the Place Activation Strategy and Financial sustainability. This will include:

1. Considering the facility as a precinct with linkages between courts, ovals, play spaces and buildings/facilities (taking into account the potential Dry Creek upgrade being investigated by Green Adelaide).
2. Considering future users of the facility, increased female sporting participation and demographic changes.
3. Assessing the existing facilities on the site from a function, capacity, fit for purpose and accessibility perspective.
4. Establishing the governance/management of the precinct.
5. Consideration of parking on site and traffic management on McCarthy Court.
6. Opportunity to potentially reduce the number of facilities on the site, but increase the capacity to expand those facilities.
7. Potentially increasing the capacity of the reserve to include an additional playing surface, reducing the current overuse.
8. Undertaking a needs assessment of the capacity of the facilities to increase the levels of service for lighting on the site.
9. Assessing the adequacy of the lighting of various playing areas at the site, including the suitability of introducing solar and battery storage options to reduce the cost to the clubs.
10. Exploring the opportunity to integrate the District Playspace with the local Formal Recreational Facilities.
11. Investigate opportunities that will attract general community use and contribute to the activation of the site.
12. Consideration of long term flooding issues.
13. Consideration of land tenure, acquisitions, disposal surplus.

### 3.0 REPORTING AND COMMUNICATION

The Lindblom Park Master Plan Working Group reports back to Council's Policy and Planning Committee.

### 4.0 MEMBERSHIP

#### 4.1 Members

The Membership of the Committee will be comprised of the Chairman of Policy and Planning Committee, with membership including the Chairman of Urban Services Committee, a Ward Councillor (Councillor Lisa Braun), Head Lease representatives of Lindblom Park and relevant staff, representatives or other stakeholders.

#### 4.2 Quorum

The quorum of the working party will be half plus one members.

## Lindblom Park Master Plan

### Working Party - Terms of Reference



#### 5.0 RISK MANAGEMENT

Members of the Working Party must declare any conflicts of interest in any matters being considered by the Group, and must not participate in any discussions or use information provided to them in their role on the Group on matters relating to the conflict.

Matters considered by the Working Party are confidential to the Group and Council; any External Members or consultants will be required to sign a confidentiality agreement before participating in the Group.

The Project Client Representative is responsible for the implementation of a Risk Management Plan for the Project including communication, risk identification, analysis, evaluation, assignment, registration and the development of mitigation plans and risk reduction strategies. These risk management processes should be integrated as part of the business activities and the planning processes of the Project.

#### 6.0 MEETINGS:

- 6.1 Meetings of the Working Party shall be held at least every two months (or more frequently as required) during the term of the Project. Meetings may be held via electronic communication if required to facilitate timely meetings and accommodate the availability of members.
- 6.2 Deputy Mayor, Cr Chad Buchanan will act as the Working Party chair and facilitate meetings.
- 6.3 A Quorum for a meeting of the Working Party shall be half plus one members
- 6.4 Minutes from meetings will be taken and distributed to the Working Party members within one week of meetings.
- 6.5 Executive support for the Working Party will be provided by General Manager City Infrastructure, including preparation and distribution of agendas and meeting notes, and arranging meeting dates and venue.

**I accept the above Terms of Reference.**

Signature: .....

Print Name: .....

Date: .....



## Consultant Brief – May 2021 Lindblom Park Strategic Masterplan

Lindblom Park, Quinlivan Road, Pooraka



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## Lindblom Reserve Design Brief

### 1 ABOUT THIS RFT

The City of Salisbury (**CoS**) invites persons (**Proponents**) to submit proposals to prepare a strategic master plan and concept design (**the Services**) for the Lindblom Park Redevelopment Project (**the Project**) at Lindblom Park, Quinlivan Road, Pooraka (**the Site**).

The CoS has established a Working Party to manage the Project, membership comprises:

Name	Title	Role
Deputy Mayor, Cr Chad Buchanan		Steering Group Chair
Cr Lisa Braun		Ward Councillor
David Gareffa		Lease Representative
Keith Whales		Key Stakeholder
Kelvin Trimper		External advisor
John Harry	Chief Executive Officer	
John Devine	General Manager City Infrastructure	
Jamie Hosking	Team Leader Urban Built Assets	Project Manager (Council contact)
Clint Watchman	Coordinator Urban Policy	

A critical timeline has been established for the Project

Milestone	Milestone date	Comment
Presentation to Council Final Master Plan	December 2021	
Final Concept Report	Late November	
Phase 3 – concept Presentation to working group	Early November	
Phase 2 - consultation	July – September	
Phase 1 – initiation	June	

## 2 INTRODUCTION

The CoS has allocated budget to undertake a master plan for Lindblom Park and surrounding elements.

Lindblom Park, has multiple sports clubs (north of Dry Creek) and an informal hub mostly located on the southern side of the Dry Creek Corridor, which has off road carpark, sports courts, playspace and numerous shelters and seating opportunities. Currently the site caters for:

- Football Junior/Senior/Masters/Women's
- Turf Cricket Junior/Senior
- Soccer
- Netball
- Community courts
- District playspace
- Walking trails
- Mature tree
- Informal recreation, (playground, picnic, community use tennis courts)

The facilities on the site are ageing and are no longer fit for purpose due to changing needs and demographics. Development on the reserve has been ad-hoc and an opportunity has been identified to investigate the upgrade of the site to improve the facilities and provide a plan for future investment.

A key consideration for the master plan will be to inform asset renewal and consolidation across the site and ensure that provision for future uses is considered.

## 3 PROJECT SITE

The reserve is located on Quinlivan Road Pooraka, east of Main North Road and on the Dry Creek corridor. Refer **Appendix A**

CoS ordinarily has the care, control and management of the Site, it is located centrally within an area of post war residential development, contains the Pooraka Sport and Social Club and is adjacent the Pooraka Community Kindergarten.

The Site has previously undergone upgrades to enhance the visual amenity and improve walking paths, the playspace and car parking.

CoS has not investigated:

- a) Past built-development upon, or under, the Site;
- b) The extent or location of any services under the Site;
- c) Whether any items of anthropological or archaeological interest exist;
- d) Flooding and storm water management.

The following constraints are already known and will need further consideration:

- a) Significant trees;
- b) Terrain, flood mitigation;
- c) Existing path network;
- d) Adjacent road network and public transport;
- e) Understand future plans for the Pooraka Sport and Social Club (privately owned) and identify how this interacts with planning for the wider precinct.

## 4 PROJECT BUDGET

CoS has allocated a budget of \$40K for the master plan investigations, CoS will award a design contract for the Works commensurate with the available funding.

The allocated budget for the project is expected to consider:

- Design fees and all associated consultancy fees;
- Staging and preliminary cost estimating for future investment;
- Detailed site survey;
- Stakeholder engagement, including preparation of relevant engagement materials.

It is CoS's expectation that the successful Proponent will consider the relevant costs associated with the whole of the Project throughout the scope of the Services.

## 5 SCOPE OF SERVICES

Development of a comprehensive and strategic Master Plan is sought to guide future investment on the Site through asset renewals, consolidation and third party funding. The master plan will consider the potential redevelopment of the site and the adjoining residential area, Dry Creek and future land revocation.

It is expected that the master plan will identify opportunities to address current issues, increase community use of the precinct and meet the sporting and recreation needs of the current and future community.

### Functional Requirements

The Master Plan will identify opportunities, including but not limited to:

- The facility as a precinct, considering future users of the facility and demographic changes.- Specifically expected increase in female sporting participation.
- Assessing the existing facilities on the site from a function, capacity, fit for purpose and accessibility perspective.
- Improve linkages between courts/ ovals play spaces/creek and buildings/facilities.
- Ensure efficient provision of infrastructure to meet current and future sport and recreation needs, including the identification of gaps.
- Improve configuration and efficiency of sporting infrastructure (buildings and playing fields) to provide for current and future sporting and recreation needs.
- Identification of capacity of sporting infrastructure and options for management of the intensity of usages of fields and car parking areas.
- Enhance community safety and increase activation and broader community visitation to the precinct, particularly areas for passive recreation and increase the level of activation.
- Establishing the governance/management of the precinct, including identification of potential operational cost savings through environmentally sensitive design.
- Consideration of parking on site and traffic management on McCarthy Court.
- Signage/wayfinding strategy, particularly for vehicle traffic.
- Opportunity to potentially reduce the number of facilities on the site, but increase the capacity to expand those facilities.
- Undertaking a needs assessment of the capacity of the facilities to increase the levels of service for lighting on the site.
- Assessing the adequacy of the lighting of various playing areas at the site, including the suitability of introducing solar and battery storage options to reduce the cost to the clubs.
- Exploring the opportunity to integrate the District Playspace with the local Formal Recreational Facilities.
- Consideration of long term flooding issues.
- Consideration of land tenure, acquisitions, disposal surplus.
- Formalise walking trails.
- Understand future plans for the Pooraka Sport and Social Club (privately owned) and identify how this interacts with planning for the wider precinct.
- Identification of capacity of sporting infrastructure and options for management of the intensity of usages of fields, car parking areas and vehicle movements.
- Interrogation of asset data within Council's Asset Management Plans within the precinct to identify, potential staging for the master plan and inform future budget considerations.
  - It is expected that future budget will be comprised of
  - Renewal budget from AMP's
  - Capital investment to increase level of service
  - External funding
- Indicative staging plan with cost estimates
- Identification of external funding sources.

## 6 CONTRACTUAL STAGING OF SERVICES

The Services will have several hold points for review and approval by CoS and the Project Steering Group, the Proponent will consider these when preparing their schedule:

- Workshop proposal
- Community engagement
- Concept Design

CoS reserves the right to not proceed to the next stage of the project if it believes it is not achieving value for money, the design does not meet the allocated budget or the best design outcome for the project.

It is expected that the Services will be delivered in several phases.

### PHASE 1

#### 6.1 Initiate Workshop

Proponent to submit updated program of works to reflect starting date and key milestones.

The Proponent to run and facilitate one workshop at CoS. (dates for the workshop to be coordinated at award of project).

The outcome of the workshop will be to:

- Establish the key vision and design outcomes for the project, building on the above;
- Discuss site constraints and known issues that will impact the delivery of the Project;
- Discuss consultant/engagement strategy.

The workshop will be attended by the Working Party.

#### Deliverables

At the completion of Phase 1 it is expected that as a minimum the following will be provided:

- Summary of workshop
- Finalised consultation/engagement strategy, identification of key stakeholders
- Program for the remaining phases.

### PHASE 2

#### 6.2 Community Engagement

The Proponent will prepare and deliver the agreed consultation strategy, this is expected to include (but not limited to):

- Discussion with key external stakeholders, prepare and run feedback sessions with the nominated stakeholders
- Discussion with internal key staff, prepare and run feedback sessions with the nominated stakeholders
- Survey and letter with adjacent residents, playground users and visitors, prepare survey pack for distribution to residents and site signage with QR code link to on-line survey to be placed around the reserve. Including 1 'drop in session' on the site.

#### Deliverables

At the completion of Phase 2 it is expected that as a minimum, the following will be provided:

- Detailed consultation report

#### Key external stakeholders

Club	Name	Contact
Pooraka Sport and Social Club	David Gareffa	0409 001 996
Gleeson Football Club	Pelle chiucholo	0401 387 015
Netball	Belinda Clayton	0400 317 812
Metro Soccer	Dora Rinaldi	0408 800 412
Green Adelaide	Kelvin Trimper	

**Key Internal stakeholders**

Portfolio	Name	Contact
City Infrastructure, Property & Buildings	Time Starr Peter Rexis Jamie Hosking Craig Johansen	
Community & Organisational Development Community Planning	Chelsee Crawford Andrew Hamilton	
City Development Economic Development & Urban Policy	Clint Watchman Sharee Klein	

**PHASE 3****6.3 Concept Design**

The Proponent is to prepare and present sketch designs to the Working Party which address the consultation outcomes, design requirements and vision.

The Proponent to run and facilitate one workshop with the Working Party, the outcome of the workshop will be to:

- Discuss consultation feedback  
Present sketch designs, staging plans
- Agree on a preferred concept plan.

The Consultant to refine the design addressing workshop feedback and prepare one preferred concept.

The Consultant to produce concept report;

- that collates the information gathered from the previous phases.
- Final master plan with staging
- Final graphics for the preferred to clearly articulate the design intent and outcome suitable for distribution to the community and for marketing/media.
- Costings and budget considerations building on the three anticipated funding streams;
  - Renewal budget from AMP's
  - Capital investment to increase level of service
  - External funding

**7 SCOPE CLARIFICATION AND FURTHER INFORMATION****7.1 Services to be provided by CoS**

CoS will directly handle or facilitate the following:

- Assistance with marketing/communication;
- Internal design review and approval;
- Printing and distribution of letters;
- Arranging steering group meetings.

**7.2 Project Program**

The Proponent prepare a schedule for completion of each phase of the Services to be reviewed and approved by CoS

A draft program shall be submitted for approval, showing as a minimum:

- Submission dates for each deliverable;
- Dates for submission seeking approvals and times allowed for review and consideration.

**The project shall be completed as soon as possible, in negotiation with the CoS.**

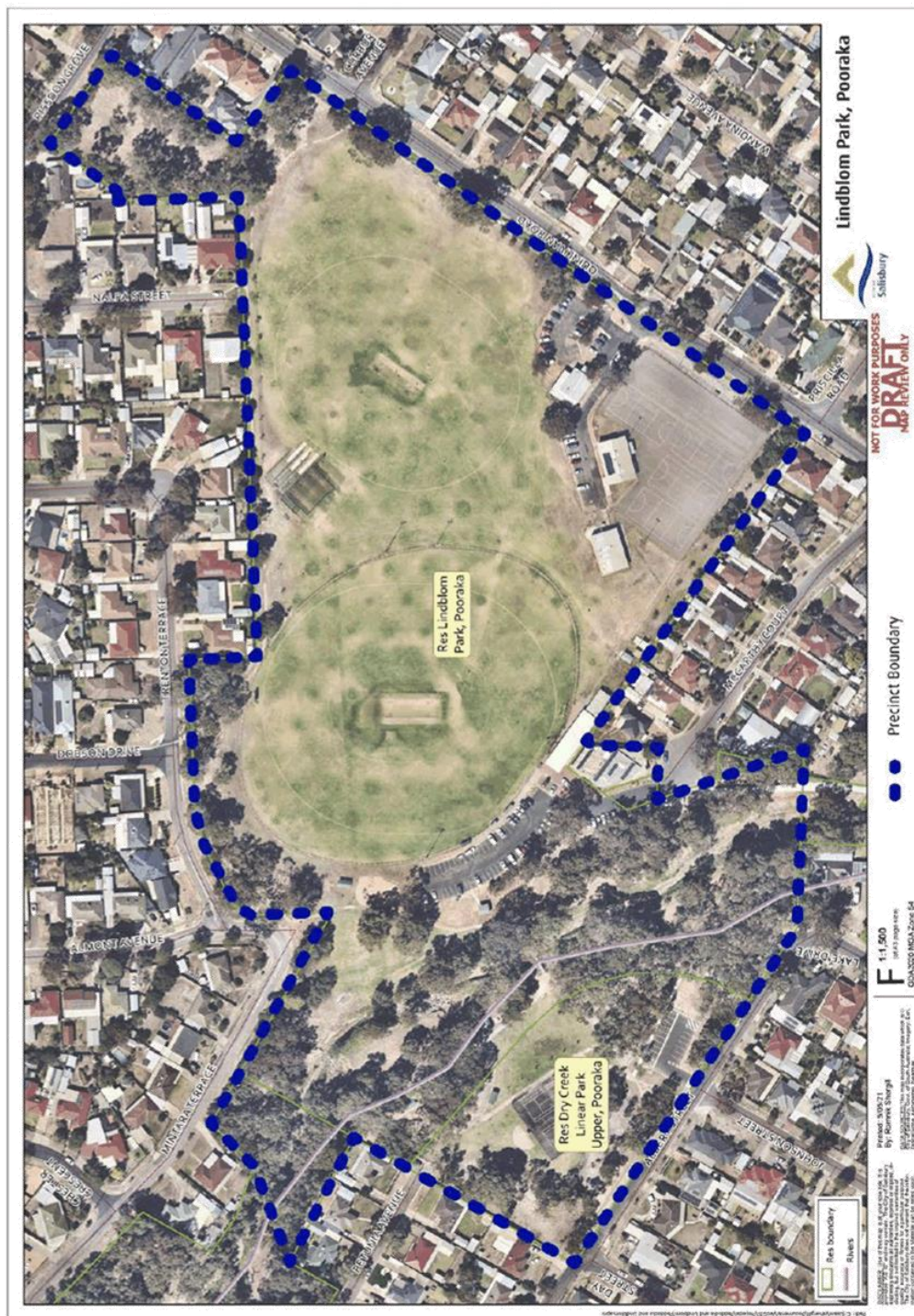
**7.3 Fee**

Provide a lump sum price for each phase of the project.

**8 Appendices**

- **Appendix A** - Locality Plan





Item 1.1.1 - Attachment 2 - Draft Lindblom Park Strategic Masterplan Consultancy Brief

<b>ITEM</b>	1.1.2
	<b>POLICY AND PLANNING COMMITTEE</b>
<b>HEADING</b>	Recommendations of the Intercultural Strategy and Partnerships Sub Committee meeting held on Monday 10 May 2021
<b>AUTHOR</b>	Joy Rowett, Governance Coordinator, CEO and Governance
<b>CITY PLAN LINKS</b>	4.2 We deliver quality outcomes that meet the needs of our community
<b>SUMMARY</b>	The minutes and recommendations of the Intercultural Strategy and Partnerships Sub Committee meeting held on Monday 10 May 2021 are presented for Policy and Planning Committee's consideration.

**RECOMMENDATION**

1. The information contained in the Intercultural Strategy and Partnerships Sub Committee Minutes of the meeting held on 10 May 2021 be received and noted and that the following recommendations contained therein be adopted by Council:

**ISPS1      Future Reports for the Intercultural Strategy and Partnerships Sub Committee**

1. The information be received.

**ISPS2      Council of Europe Intercultural Cities Index**

1. The information is received and noted.
2. Council endorses the inclusion of feedback into priority actions, which will be collated and reported through the Intercultural Strategic Plan reporting process.
3. The Mayor sign the Statement of Intent forming Attachment 3 to this report (Intercultural Strategy and Partnerships Sub Committee 10 May 2021, Item ISPS2) for the City of Salisbury to join the Council of Europe Intercultural Cities Network as a formal member as outlined on page seven of this report.
4. Staff to submit a NIB for a cost of formal membership to join the Council of Europe Intercultural Cities Network of €5,000/for one year (approx. A\$7,775.00).

**ATTACHMENTS**

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

1. Minutes Intercultural Strategy and Partnerships Sub Committee - 10 May 2021

**CO-ORDINATION**

Officer:

Date:





**MINUTES OF INTERCULTURAL STRATEGY AND PARTNERSHIPS  
SUB COMMITTEE MEETING HELD IN THE WITTBER & DR RUBY DAVY ROOMS,  
SALISBURY COMMUNITY HUB, 34 CHURCH STREET, SALISBURY ON**

**10 MAY 2021**

**MEMBERS PRESENT**

Cr M Blackmore (Chairman)  
Mayor G Aldridge (ex officio)  
Cr S Ouk (Deputy Chairman)  
Cr D Proleta  
Cr J Woodman

**OBSERVERS**

Deputy Mayor, Cr C Buchanan  
Cr K Grenfell  
Cr L Braun  
Cr S Reardon (*until 7.03 pm*)  
Cr P Jensen

**STAFF**

Chief Executive Officer, Mr J Harry  
Manager Governance, Mr M Petrovski  
Manager Community Health & Wellbeing, Ms V Haracic  
Personal Assistant - Executive Office, Mrs M Healy  
Administrative Coordinator - Business Excellence, Mrs M Potter

The meeting commenced at 6:58 pm.

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

**APOLOGIES**

An apology was received from Cr N Henningsen.

**LEAVE OF ABSENCE**

Nil

## **PRESENTATION OF MINUTES**

The Manager Governance informed the meeting that the minutes of the previous International and Strategic Partnerships Sub Committee will be presented to the next sub committee. He also informed the meeting that a report would be submitted to Council proposing to change the name of this sub committee to ensure continuity.

## **REPORTS**

### **ISPS1 Future Reports for the Intercultural Strategy and Partnerships Sub Committee**

Moved Cr D Proleta  
Seconded Cr S Ouk

1. The information be received.

**CARRIED**

### **ISPS2 Council of Europe Intercultural Cities Index**

Moved Cr S Ouk  
Seconded Cr J Woodman

1. The information is received and noted.
2. Council endorses the inclusion of feedback into priority actions, which will be collated and reported through the Intercultural Strategic Plan reporting process.
3. The Mayor sign the Statement of Intent forming Attachment 3 to this report (Intercultural Strategy and Partnerships Sub Committee 10 May 2021, Item ISPSC2) for the City of Salisbury to join the Council of Europe Intercultural Cities Network as a formal member as outlined on page seven of this report.
4. Staff to submit a NIB for a cost of formal membership to join the Council of Europe Intercultural Cities Network of €5,000/for one year (approx. A\$7,775.00).

**CARRIED**

## **OTHER BUSINESS**

Nil

## **CLOSE**

The meeting closed at 7:22 pm.

CHAIRMAN.....

DATE.....