



AGENDA

FOR POLICY AND PLANNING COMMITTEE MEETING TO BE HELD ON

17 JULY 2023 AT 6.30 PM

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

MEMBERS

Deputy Mayor, Cr C Buchanan (Chairman)
Mayor G Aldridge
Cr B Brug
Cr L Brug
Cr J Chewparsad
Cr A Graham
Cr K Grenfell
Cr D Hood
Cr P Jensen (Deputy Chairman)
Cr M Mazzeo
Cr S McKell
Cr S Ouk
Cr S Reardon

REQUIRED STAFF

Chief Executive Officer, Mr J Harry
A/General Manager Business Excellence, Mr B Naumann
General Manager City Infrastructure, Mr J Devine
General Manager Community Development, Mrs A Pokoney Cramey
General Manager City Development, Ms M English
Manager Governance, Mr R Deco
Team Leader Council Governance, Ms J O'Keefe-Craig
Governance Support Officer, Ms K Boyd

APOLOGIES

An apology has been received from Cr L Brug.

LEAVE OF ABSENCE

PRESENTATION OF MINUTES

Presentation of the Minutes of the Policy and Planning Committee Meeting held on 19 June 2023.

REPORTS

Administration

1.0.1 Future Reports for the Policy and Planning Committee..... 7

For Decision

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For Information

1.2.1 Salisbury North Oval Precinct Plan - Project Update 13

QUESTIONS ON NOTICE

There are no Questions on Notice.

MOTIONS ON NOTICE

There are no Motions on Notice

OTHER BUSINESS

(Questions Without Notice, Motions Without Notice, CEO Update)

CLOSE



**MINUTES OF POLICY AND PLANNING COMMITTEE MEETING HELD IN LITTLE
PARA CONFERENCE ROOMS, SALISBURY COMMUNITY HUB,
34 CHURCH STREET, SALISBURY ON
19 JUNE 2023**

MEMBERS PRESENT

Deputy Mayor, Cr C Buchanan (Chairman)
Mayor G Aldridge
Cr A Graham
Cr K Grenfell
Cr D Hood
Cr P Jensen (Deputy Chairman)
Cr M Mazzeo
Cr S Ouk
Cr S Reardon

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager City Infrastructure, Mr J Devine
General Manager Community Development, Mrs A Pokoney Cramey
General Manager City Development, Ms M English
Manager Governance, Mr R Deco
Governance Support Officer, Ms K Boyd

The meeting commenced at 6.32 pm.

The Chairman welcomed the Elected Members, members of the public and staff to the meeting.

APOLOGIES

Apologies were received from Cr B Brug, Cr L Brug, Cr J Chewparsad and Cr S McKell.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Cr P Jensen
Seconded Cr K Grenfell

The Minutes of the Policy and Planning Committee Meeting held on 17 April 2023, be taken as read and confirmed.

CARRIED

REPORTS

Administration

1.0.1 Future Reports for the Policy and Planning Committee

Moved Cr P Jensen
Seconded Cr D Hood

That Council:

1. Notes the report.

CARRIED
UNANIMOUSLY

For Decision

1.1.1 Policy Review: Affordable and Community Housing Policy - Development of Surplus Council Owned Land

Moved Cr C Buchanan
Seconded Cr S Ouk

That Council:

1. Adopts the Affordable and Community Housing Policy – Development of Surplus Council Owned Land (Attachment 1, Item 1.1.1, Policy and Planning Committee, 19 June 2023).
2. Notes that Administration is undertaking investigations regarding the delivery of a homeless shelter that will be reported on separately, as per the resolution of Council on 24 April 2023.

CARRIED
UNANIMOUSLY

QUESTIONS ON NOTICE

There were no Questions on Notice.

MOTIONS ON NOTICE

P&P-MON1 Motion on Notice: AFL Gather Round 2023-2026

Motion on Notice: AFL Gather Round 2023-2026 was
WITHDRAWN by Cr B Brug prior to the meeting.

OTHER BUSINESS

(Questions Without Notice, Motions Without Notice, CEO Update)

P&P-MWON1 Motion Without Notice: AFL Gather Round 2023-2026

Moved Cr C Buchanan
Seconded Mayor G Aldridge

That Council:

1. Notes the recent confirmation that the Australian Football League (AFL) Gather Round event will take place in South Australia until 2026.
2. Requests the Mayor to consider writing to the Mayor of Playford to offer support to the AFL Gather Round event, noting it is home to SANFL team, Central Districts Football Club.

CARRIED
UNANIMOUSLY

ORDER TO EXCLUDE THE PUBLIC

1.4.1 Strategic Growth Framework Waterloo Corner and Bolivar Corridor Update

Moved Cr K Grenfell
Seconded Cr P Jensen

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

1. *Pursuant to Section 90(2) and (3)(b)(ii) and (d)(i) and (j)(i) 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 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*
 - *information the disclosure of which would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the Council, or a person engaged by the Council).*

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
On that basis the public's interest is best served by not disclosing
*the **Strategic Growth Framework Waterloo Corner and Bolivar***
***Corridor 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 (Chief
Executive Officer, General Manager Business Excellence, General
Manager City Development, General Manager City Infrastructure,
General Manager Community Development, Manager
Governance, Governance Support Officer, Assessment Manager,
Manager Infrastructure Delivery, Manager Strategic Development
Projects, Project Manager Strategic Development Projects and
Team Leader Strategic Urban Planning), be excluded from
attendance at the meeting for this Agenda Item.

CARRIED

The meeting moved into confidence at 6.42 pm.

The meeting moved out of confidence and closed at 6.52 pm.

CHAIRMAN.....

DATE.....

ITEM 1.0.1**POLICY AND PLANNING COMMITTEE****DATE** 17 July 2023**HEADING** Future Reports for the Policy and Planning Committee**AUTHOR** Michelle Whibley, PA to General Manager, City Development**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**That Council:

1. Notes the report.

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 |
|--------------------------------------|--|---------------|
| 21/12/2020 4.1.3 Due: | Lindblom Park & Thomas More College Improvements 3. The working party to provide a recommendation to the Policy and Planning Committee by October 2021. September 2023 | John Devine |
| 25/10/2021 1.1.1 Due: | Cities Power Partnership Program 2. Defers becoming a partner of the Cities Power Partnership program and that appropriate partnerships be considered following the completion and adoption of the Sustainability Strategy. December 2023 | John Devine |
| 25/07/2022 US-MON1 Due: | District Level Playground for Amsterdam Reserve 2. Requests Administration to provide the draft Master Plan and associated costings to the Policy and Planning Committee meeting in six months' time. November 2023 | Jamie Hosking |
| 19/12/2022 MON4 Due: | Motion on Notice: Behavioural Standards 3. Approves the establishment of a working group consisting of the Mayor, Deputy Mayor Cr Buchanan, Cr B Brug, the CEO and the Manager Governance to prepare recommendations to the Policy and Planning Committee for consideration on Behavioural Management Policy and Support Policy, with input from Norman Waterhouse Lawyers. August 2023 | Rudi Deco |
| 27/03/2023 1.4.1 Due: | Thematic Heritage Study – Stage 2 Item Identification 1. Council has previously resolved this resolution to be confidential. November 2023 | 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.

| | |
|------------------------|--|
| ITEM | 1.1.1 |
| | POLICY AND PLANNING COMMITTEE |
| DATE | 17 July 2023 |
| HEADING | Sustainability Coordination and Partnerships Update |
| AUTHOR | Lara Daddow, Coordinator Strategic Sustainability, City Development |
| CITY PLAN LINKS | 2.3 Our community, environment and infrastructure are adaptive to a changing climate 1.5 Our community is resilient and adaptive to change 4.2 We deliver quality outcomes that meet the needs of our community |
| SUMMARY | <p>In October 2021 the City of Salisbury partnered with Forty2 Science, a private research consultancy, alongside the Rural City of Murray Bridge, City of Playford and the City of Tea Tree Gully to support development of downscaled high-resolution climate prediction data and modelling and trial application of this modelling through interpretive reports to inform climate adaptation planning. In 2022, the City of Mitcham also joined the collaboration.</p> <p>The project is now in its second year. The research aims to create models that provide more targeted predictions on climate change compared with the regional projections (for Greater Adelaide region) currently available, to more accurately inform decision making.</p> |

RECOMMENDATION

That Council:

1. Notes the report.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 At the Council meeting on 24 May 2021 it was resolved:

“1. That New Initiative Bid OPN000691 - Sustainability Coordination and Partnerships be updated to incorporate a further provision of \$50,000 for 2021/22 and in-principle support for years 2 and 3 subject to a further report within the first 12 months being presented to Council about the collaboration project with other Councils and consideration of other funding opportunities.”

- 1.2 The City of Salisbury entered into a partnership agreement with Forty2 Science (F2S) alongside the City of Mitcham, Rural City of Murray Bridge, City of Playford and the City of Tea Tree Gully in 2021 for an initial two-year period.
- 1.3 The City of Salisbury contribution to the F2S project to date has been \$20,000 in 2021/22 for the climate projections as well as in-kind support through workshops and feedback on project output. The second contribution of \$20,000 is dependent on the delivery of interpretive reports to inform adaptation planning.
- 1.4 The first year of the project supported development of downscaled *local* high-resolution climate modelling and predictions, and the second year will trial application of this modelling through interpretive reports to inform climate adaptation planning.
- 1.5 For context, State Government modelling provides *regional* climate change predictions with the data for the whole of the Greater Adelaide region applicable to City of Salisbury.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Staff across disciplines of engineering, biodiversity, sustainability and urban planning have informed the F2S project.
- 2.2 External
 - 2.2.1 Regular meetings are held with partner councils.

3. REPORT

- 3.1 Climate modelling is an evolving science. The State and Federal Governments rely on climate modelling used for Intergovernmental Panel on Climate Change (IPCC) reporting. Each iteration of reporting is informed by a new generation of climate models evaluated by an international panel of climate scientists. The most recent IPCC report uses over 40 models developed across more than 30 institutions that are higher resolution and more complex than those used before.
- 3.2 It is important to note that the FS2 modelling is still under development. It uses climate models used for IPCC reporting, but in itself has not been evaluated and accepted by a rigorous peer review process as yet.
- 3.3 The data produced by F2S under a proprietary model is not available through any other source and provides project partners the opportunity to support the development of new approaches to incorporating climate considerations into planning, service delivery and decision making.
- 3.4 The project has delivered local climate projections for 20 sites within City of Salisbury (and within the other partner councils) based on high and very high emissions scenarios. The next step involves F2S using the climate projection data to develop five interpretive reports on climate adaptation topics chosen by the partner councils.
- 3.5 A workshop was held in February 2023 to identify possible ways for local government to use the local climate projection data. Over 40 council staff from across the five councils with expertise in engineering, sustainability, community

development, urban planning, arboriculture, emergency management and public health attended the workshop. Outputs from this workshop have informed collaborative development of the interpretation projects which are currently being finalised with partner councils.

3.6 The City of Salisbury has proposed an interpretation project using the Forty2 Science local projections to assess the potential change to future irrigation demand and water harvesting yields. The other topics of the proposed interpretation projects are:

- Development of heat maps for each future scenario in the City of Tea Tree Gully
- Evaluating the impact of future climates in the Northern Adelaide Plains cropping region for the City of Playford
- Prioritising energy efficiency audits for Council-owned buildings in the City of Mitcham
- Bushfire hazards and building community resilience in the Rural City of Murray Bridge.

3.7 The interpretation projects are expected to be delivered by the end of 2023.

4. CONCLUSION / PROPOSAL

4.1 The F2S project will inform future climate change adaption planning at the City of Salisbury alongside regional climate predictions derived from internationally recognised climate modelling.

4.2 The interpretative reports to be delivered by the end of 2023 will assist to illustrate how the data can be applied to climate adaptation challenges across the five partner councils.

4.3 A report on the outcomes of the project and possible next steps will be provided in early 2024.

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ITEM 1.2.1**POLICY AND PLANNING COMMITTEE****DATE** 17 July 2023

| | | | |
|------------------|-------------------------------|-------|------------|
| PREV REFS | Policy and Planning Committee | 1.1.1 | 21/02/2022 |
| | Council | NOM1 | 26/07/2021 |

HEADING Salisbury North Oval Precinct Plan - Project Update**AUTHOR** Daryl Tian, Senior Strategic Planner, City Development**CITY PLAN LINKS**
1.1 Our City is attractive and well maintained
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**SUMMARY** In 2022, Council resolved to fund the development of a precinct plan for Salisbury North Oval. This report provides an update on the project.**RECOMMENDATION**That Council:

1. Approves the project scope, deliverables and timeframes, as included in this report (Policy and Planning Committee, 17 July 2023, Item No 1.2.1).

ATTACHMENTS

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

1. Attachment 1 - Project Appreciation Package[↓](#)
2. Attachment 2 - Project Brief[↓](#)

1. BACKGROUND

- 1.1 Located in Salisbury North, the Salisbury North Oval site is bound by Bagster Road, Kelsey Road, Greencroft Road and Shaxton Street. The site offers a standard football oval, a training oval, cricket nets, cricket pitches, a netball/basketball court, two play spaces, a skate park and a public toilet.
- 1.2 Other physical features onsite include the Salisbury North Football Club's clubhouse, Trinity Medical Centre, the Northern Districts Gem & Mineral Club's buildings, Bagster Shopping Centre, Bagster Road Community Centre and a row of private residential dwellings.
- 1.3 In July 2021, through a Motion on Notice, Council resolved to develop a precinct plan for the Salisbury North Oval [1055/2021].
- 1.4 Subsequently in February 2022, Council resolved to fund a precinct plan (\$40,000) for the Salisbury North Oval [1231/2022].
- 1.5 This report provides an update on the development of the precinct plan.

2. CITY PLAN CRITICAL ACTION

- 2.1 Enhance the visual appearance and amenity of public space through an expanded verge maintenance program, appropriate lighting and more greening of reserves.
- 2.2 Improve our playgrounds and sporting facilities and cycle paths.
- 2.3 Ensure public spaces are accessible and sporting facilities are maintained.
- 2.4 Provide support and grants to sporting and community groups.
- 2.5 Deliver a residential development program by using surplus Council land.
- 2.6 Assess future social infrastructure needs.
- 2.7 Improve infrastructure, signage, safety, streetscapes and upkeep of commercial and industrial areas to support economic sustainability and growth.

3. CONSULTATION / COMMUNICATION**3.1 External**

- 3.1.1 Engagement with external stakeholders will be undertaken as part of the precinct planning process. Some stakeholder concerns (mainly the Salisbury North Football Club) were used to form the original scope of works.

4. REPORT

- 4.1 The project team will engage an external consultant to undertake the precinct plan, using Council's urban design and landscape architecture services panel of consultants.
- 4.2 The project's full budget amount (\$40,000) is carried forward into the 2023/34 financial year to enable delivery of the project prior to the end of the 2023 calendar year.
- 4.3 The precinct plan's scope will include the Salisbury North Oval, all recreational and sporting facilities, the community centre, shopping centre, adjacent schools, residential dwellings and the wider vicinity. The final plan will be a comprehensive, high-level plan that identifies opportunities within the site and across the broader precinct, to enhance the experience of all users to the precinct, including indicative costs.
- 4.4 As part of the precinct planning process, the consultant is proposed to undertake engagement with:
 - 4.4.1 Salisbury North Football Club (and by association, the Salisbury North Cricket and Netball Clubs).
 - 4.4.2 The Northern District Gem and Mineral Club.
 - 4.4.3 Trinity Medical Centre.
 - 4.4.4 Salisbury North R-7 Primary School.
 - 4.4.5 Bagster Shopping Centre landowner and shops.
 - 4.4.6 Bagster Road Community Centre Committee.
 - 4.4.7 Patrons of the Salisbury North Football Club.
 - 4.4.8 General visitors to the oval for sports and recreation.
 - 4.4.9 Adjacent residents in the catchment area.

- 4.5 The consultant shall produce an engagement methodology to identify ways to successfully approach and consult with these stakeholders.
- 4.6 As costings will be required to understand any financial impacts, the consultancy will include cost estimates and a staging plan for all design proposals.
 - 4.6.1 Any future funding of the precinct plan will be subject to Council's decision and budget processes, as well as consideration of its long-term financial plan.
 - 4.6.2 The club and/or Council can also seek State or Federal funding, particularly in relation to new changerooms or sporting related proposals.
 - 4.6.3 As the precinct plan may not result in funding or actions for some time it will be important to manage stakeholder expectations.
- 4.7 An indicative project timeline of 5-6 months is anticipated.
- 4.8 Findings of the final plan may be used to inform the City of Salisbury's 2024/25 budget bidding process, pending timeframes and Council's adoption of the plan.
- 4.9 For reference, the Project Brief and Project Appreciation Package are attached, used as part of the project's tender process. The engagement of a consultant is expected to commence in early August 2023.

5. CONCLUSION / PROPOSAL

- 5.1 With the procurement of a consultant, a comprehensive high-level precinct plan for Salisbury North Oval and the wider precinct, along with an associated costing and staging plan, will be produced for Council's adoption in early 2024.
- 5.2 Subsequent funding of the plan's design proposals will be subject to external grants or Council's annual budget bidding process.



Salisbury North Oval Precinct Plan

Locality Plan

The Salisbury North Oval's catchment area in relation to adjacent major reserves, schools and facilities.



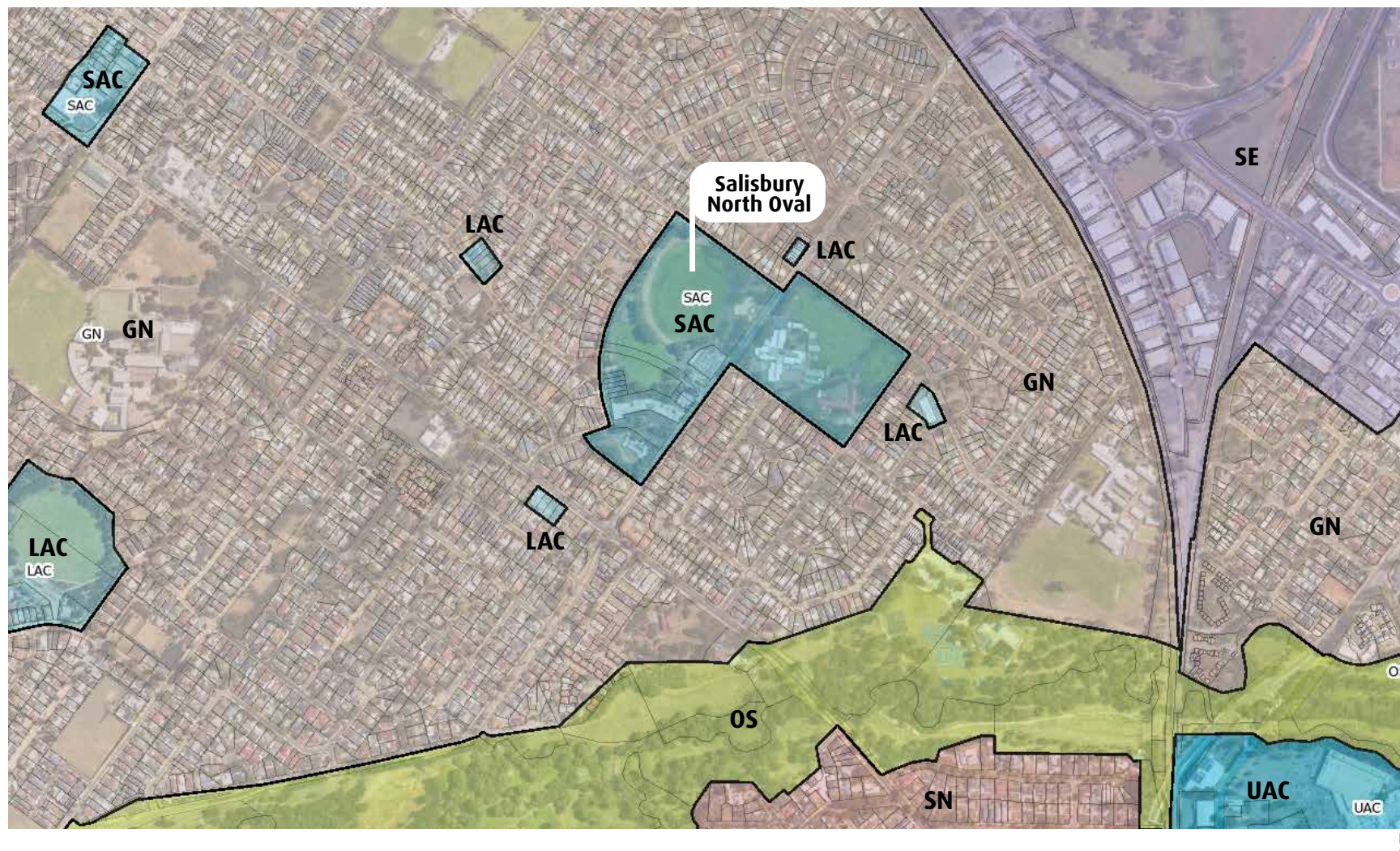
Salisbury North Oval Precinct Plan

P&D Code Zones

3

The Salisbury North Oval is located within a Suburban Activity Centre zone.

| | | |
|-------------------------------------|--------------------------------|----------------------------------|
| SAC Suburban Activity Centre | OS Open Space | GN General Neighbourhood |
| LAC Local Activity Centre | SE Strategic Employment | SN Suburban Neighbourhood |
| UAC Urban Activity Centre | | |



Salisbury North Oval Precinct Plan Site Plan

4

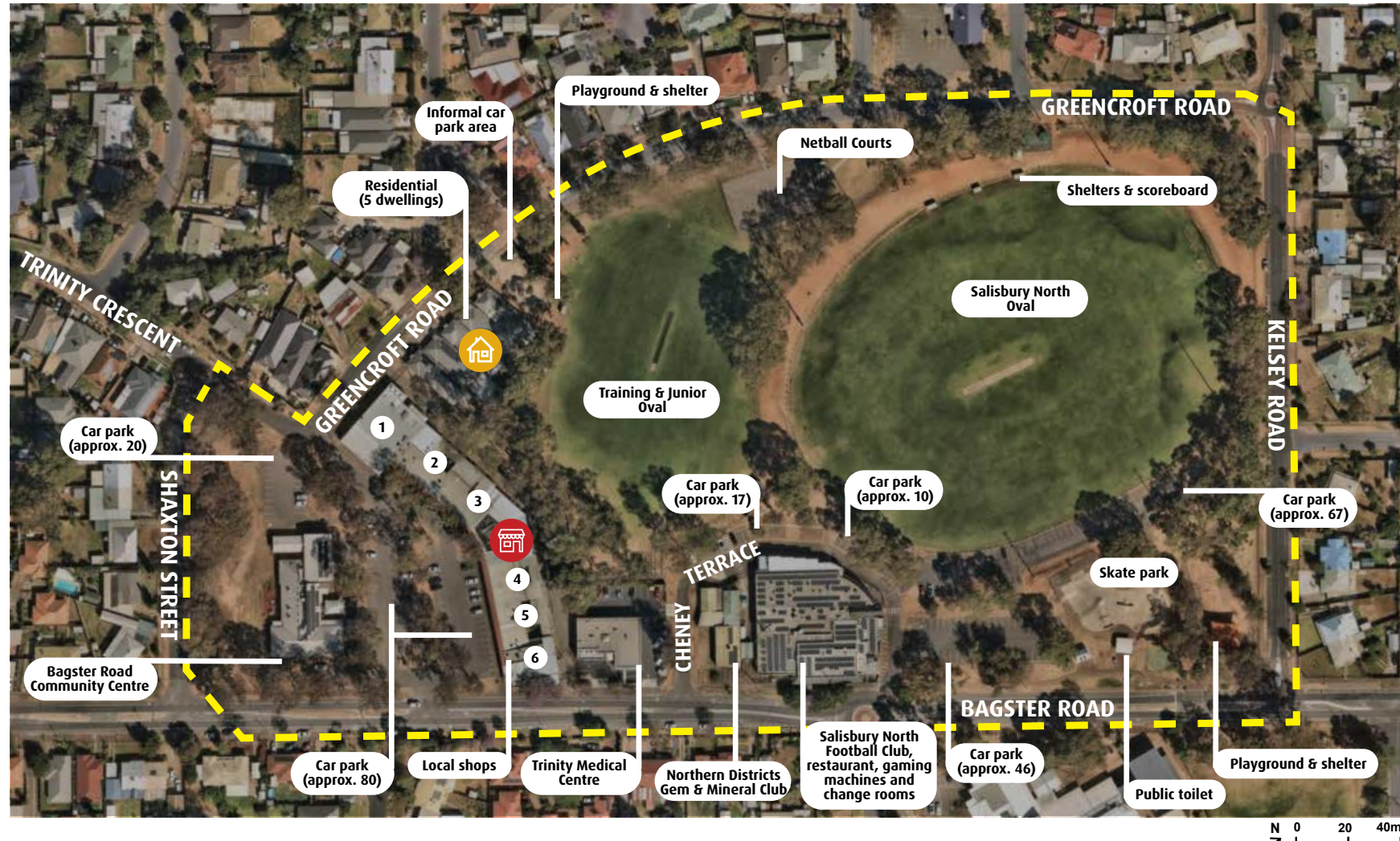
The Salisbury North Oval is located mainly adjacent residential housing, local shops and schools.



Salisbury North Oval Precinct Plan

Project scope & site

The scope area includes the adjacent local shops, roads and community centre.



5

Salisbury North Oval Precinct Plan

Property Information

Whilst Cheney Terrace visually wraps around the football club building, the road actually terminates approximately 40m from Bagster Road as shown below. The rest of the 'road' and car park are community land.



Salisbury North Oval Precinct Plan Lease / licence information

7



Salisbury North Oval Precinct Plan

Existing site

8



The netball courts



The playground along Greencroft Road



The skate park

Photo: KidsInAdelaide



Bagster Road Community Centre

Salisbury North Oval Precinct Plan

Existing site

9



Bagster Shopping Centre

Photo: Real Commercial



Salisbury North Football Club

Photo: Salisbury North Football Club



Salisbury North Oval Football Club back of house to change rooms and storage area

Photo: Google



Car park adjacent the oval

Photo: Google



Project Brief – Salisbury North Oval Precinct Plan

1. Background

The City of Salisbury is seeking to engage an experienced consultancy to **provide a precinct plan for Salisbury North Oval and the broader vicinity**, considering the built form, landscape, land use and to improve user experience of the precinct.

The consultant shall **undertake consultation** with key stakeholders, including the Council, as part of the precinct planning process.

An indicative **cost estimation and staging of works** also form part of the project.

2. Project Description

2.1 The site

The Salisbury North Oval Precinct is approximately 1.2km from the Salisbury City Centre, 1.6km from Hollywood Plaza Shopping Centre and adjacent three schools. The precinct services the suburb, Salisbury North. **The precinct includes:**

1. The formal recreation area

- The two football fields, one netball court and cricket nets
- The Salisbury North Football Club's clubhouse
- Two playgrounds (categorised as "local" level – note that this is out of scope)
- A skate park
- Public toilets
- A City of Salisbury shed
- The Northern District Gem and Mineral Club's buildings
- Associated car parking.

2. The local centres

- Bagster Shopping Centre (containing retail, commercial and social services)
- Bagster Road Community Centre and surrounding open space
- Trinity Medical Centre
- Associated car parking.

The City of Salisbury's Place Activation Strategy lists Salisbury North Oval as a district level recreation facility. A new building housing a coach box and storage is also currently being explored as part of Council's Minor Works Capital Grants Program.

Additional property information can be found in Attachment 1.

2.2 The project

In February 2022, Council resolved to undertake a precinct plan for Salisbury North Oval (the project).

The successful consultancy shall deliver a comprehensive, high-level precinct plan that explores opportunities to enhance the experience of all users to the precinct.

Whilst the Council-endorsed scope site is bound by the surrounding roads (as shown in Attachment 1), the plan shall consider broader opportunities across the wider precinct area.

An indicative project timeline of 5-6 months is anticipated, dated from the procurement of a successful consultancy.



Findings from the final precinct plan may be used to inform the City of Salisbury's 2024/25 (and subsequent years) budget bidding process.

Please read this Project Brief in conjunction with Attachment 1 – Project Appreciation Package for more information.

The successful consultant shall be engaged and governed by the Terms and Conditions as laid out in the COSOL Contract with the City of Salisbury.

The successful consultant's return brief and quotation should be in line with the scope and deliverables as set out below, with a budget of \$40,000 plus GST provided as a guide. Consultants may engage sub-consultants to assist with specialist tasks where necessary.

3. Outcomes

3.1 Project considerations

The final precinct plan shall address, but not limited to, the following considerations:

- Needs and requirements of the range of sports played and other clubs of the recreational area
- Needs and requirements of increasing and more diverse sporting users, including female participation in sports
- Increased activation of the site and its facilities
- Access and movement of vehicles and pedestrians across the precinct, including accessibility considerations and sporting user movements
- Existing Council assets, their condition, renewal and financial plans
- Site services and utilities, including undertaking a Dial Before You Dig
- Car parking provision, use, access and configuration
- General site amenity, landscape and appearance, including consideration of CPTED and community safety
- Urban heat and tree canopy cover
- The Planning and Design Code's zoning and its requirements
- Existing lease and licence arrangements on the site
- All relevant sporting codes and dimension guides for playing areas
- Impacts to the site's surrounds, including neighbouring residential dwellings and schools
- The site's role and relationship to other open space and facilities in the wider vicinity; and its role within the City of Salisbury
- The opportunity to provide affordable housing, especially adjacent the community centre
- The function of the Bagster Road Community Centre, and its interaction with the other parts of the precinct (Note: the community centre's future is currently under review by the Council. Outcomes and opportunities will be shared with the successful consultant)
- Commerciality of the Bagster Shopping Centre, and interaction with other uses in the precinct and suburb.

3.2 Strategic considerations

The following City of Salisbury strategies and plans should be considered and/or referenced, where relevant, in the design exploration process:

- [City Plan 2035](#) – the Council's key strategic plan
- [Ability Inclusion Strategic Plan](#)
- [Age Friendly Salisbury Strategy](#)
- [Building City Pride Strategy](#) (to superseded by the Thrive Strategy; to be supplied)
- [Community Land Management Plan 1 – Community Land Affected by Leases/Licences/Permits](#)



- [Intercultural Strategic Plan](#)
- Place Activation Strategy (to be supplied)
- Sustainability Strategy (to be supplied)
- [Affordable and Community Housing Policy – Development of Surplus Council Owned Land](#)

Ultimately, the precinct plan needs to be comprehensive in that it addresses **broader outcomes** (ie. not focused on a specific lens, such as sporting outcomes) and a **broader locality** (ie. not tied to the site and immediate surrounds) that integrates with its locality, surrounding character and community.

4. Scope & Deliverables

4.1 Stages of work

The following outline an indicative staging of works. Consultants may choose to modify this to suit their thinking and methodology in their return brief/quotation:

Stage 1 – Project initiation

Start-up meeting with the City of Salisbury project team and relevant staff, site visit, background investigations, provide brief stakeholder consultation methodology.
Suggested deliverable – Minutes and consultation methodology
Suggested timeframe – 0.5 months

Stage 2 – Engagement and sketch design

Engagement with key site stakeholders and interested community members, sketch design, hold point with City of Salisbury.
Suggested deliverable – Engagement finding report, initial sketch design
Suggested timeframe – 1.5 month

Stage 3 – Design development

Further explore design and coordinate with City of Salisbury for optioneering, additional meetings with key site stakeholders as needed (allow 3x), hold point with City of Salisbury to discuss options
Suggested deliverable – Concept design options
Suggested timeframe – 1.5 months

Stage 4 – Final design and costing

Cost up preferred design option, present to City of Salisbury staff
Suggested deliverable – Final precinct plan, staging plan and costings
Suggested timeframe – 1 month.

Stage 5 – Council

Presentation to City of Salisbury Elected Members
Suggested deliverable – Presentation (allow 1x session, 2 hours)
Suggested timeframe – TBC date in early 2024

In addition to the hold points, it is anticipated that the City of Salisbury's main contact with check in once every week at a minimum for updates, unless agreed upon otherwise. The main contact will be the central point for information and can arrange meetings with relevant staff as required.



4.2 Deliverables

The successful consultant shall deliver the following (in scope):

- **A high-level precinct plan** outlining opportunities for the Salisbury North Oval, with consideration of the oval's surrounds, built form and land use to improve user experience – in consideration of all points under 3.1
- An engagement methodology to consult with stakeholders during the design phase
- Consultation with key stakeholders and interested community members, of which findings shall be summarised in the final report and captured within the design of the precinct plan
- Cost estimation and proposed staging of works indicating how the plan's recommendations can be realistically implemented
- Printing and material associated with stakeholder engagement (to be agreed to in methodology)
- Formal presentation to or interaction with City of Salisbury Council / Elected Members in a Council setting.

Upon completion of the project, the successful consultant shall supply the following:

- Final (PDF) and packaged versions of the design documents, including linked or associated images used (in original document format eg. Adobe Indesign file and/or AutoCAD file)
- Relevant image approvals, where applicable (please note that no photos without proper image approvals are to be used, unless owned or created by the successful consultant or City of Salisbury).

As part of the project, the following shall be provided to the successful consultant:

- Relevant City of Salisbury strategies and documentation
- Cadastral plan and site spatial layout (not a survey) – in CAD format
- Relevant asset information
- Site images or photos as required
- Relevant Council meeting reports and minutes
- Sporting club scheduling and patronage data
- Access to / meetings with key City of Salisbury staff members and knowledge – including sports and recreation, assets, property, housing, community development and economic development.

The successful consultant shall engage with the following key stakeholders and interested community members during the design process:

- Salisbury North Football Club (and by association, the Salisbury North Cricket and Netball Clubs)
- The Northern District Gem and Mineral Club
- Trinity Medical Centre
- Salisbury North R-7 Primary School
- Bagster Shopping Centre landowner and shops
- Bagster Road Community Centre committee
- Patrons of the Salisbury North Football Club
- General visitors to the oval for sports and recreation
- Residents within the precinct catchment area
- North Ward Councillors.



4.3 Out of scope

The following are considered out of scope:

- Official reports for Council agenda (Council staff will be writing the Council report; however, note that presentation to Council is in scope)
- Proposals for upgrades to the playgrounds
- Traffic consultants or traffic studies/counts/assessments
- Any additional printing material not agreed to with the City of Salisbury.

Given the constraints of the drawing plan provided (not a survey), it is assumed that the resolution of the final plan and associated cost estimates will be designed to the extent of information available.

5. Project Management & Communication

The City of Salisbury project team, who provides feedback at hold points shall consist of:

- Senior Strategic Planner (main contact)
- Team Leader, Strategic Urban Planning
- Team Leader, Urban Built Assets
- Team Leader, Sport Recreation and Cemeteries
- Team Leader, Neighbourhood Development
- Senior Property Officer
- Senior Development Project Planner.

All communication by the consultant shall be brought through the Senior Strategic Planner as the main point of contact. Meetings with specific staff can also be arranged as required.

6. Timeframe

| | |
|-----------------------------------|---|
| Tender opens | Monday 3 July 2023, 12pm |
| Tender closes | Friday 21 July 2023, 5pm |
| Contract award | Friday 28 July 2023 (indicative) |
| Commencement of service provision | Week starting Monday 31 July 2023 (indicative) |
| Project milestones (indicative) | <ul style="list-style-type: none"> • Stage 1: Week starting Monday 31 July 2023 • Stage 2: Mid-August 2023 • Hold Point: End of September 2023 • Stage 3: End of September 2023 • Hold Point: Mid-November 2023 • Stage 4: Mid-November 2023 • Hold Point: December 2023 • Final Design: End of 2023 / Start of 2024 • Stage 5: Feb 2024 (TBC) |

End of document.

Please read this Project Brief in conjunction with Attachment 1 – Project Appreciation Package.

Contact information

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