



**MINUTES OF URBAN SERVICES COMMITTEE MEETING HELD IN LITTLE PARA
CONFERENCE ROOMS, SALISBURY COMMUNITY HUB,
34 CHURCH STREET, SALISBURY ON
18 MARCH 2024**

MEMBERS PRESENT

Cr S Ouk (Chairman)
Cr B Brug
Cr C Buchanan (Deputy Chairman)
Cr A Graham
Cr M Mazzeo
Cr S Reardon

STAFF

Chief Executive Officer, Mr J Harry
Deputy Chief Executive Officer, Mr C Mansueto (*from 8.14 pm*)
General Manager City Infrastructure, Mr J Devine
General Manager Community Development, Mrs A Pokoney Cramey
Manager Governance, Mr R Deco
Governance Support Officer, Ms K Boyd
Manager Engineering Assets and Systems, Mr M Purdie
Manager Infrastructure Delivery, Mr J Collins
Manager Urban, Recreation and Natural Assets, Mr J Foong

The meeting commenced at 7.55 pm.

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

APOLOGIES

An apology was received from Mayor G Aldridge who was attending the Governance and Compliance Committee meeting which was being held concurrently.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Cr A Graham
Seconded Cr S Reardon

The Minutes of the Urban Services Committee Meeting held on 19 February 2024, be taken as read and confirmed.

CARRIED

REPORTS

Administration

4.0.1 Recommendations of the Environmental Sustainability and Trees Sub Committee meeting held on Tuesday 12 March 2024

Moved Cr B Brug
Seconded Cr A Graham

That Council:

1. Receives and notes the information contained in the Environmental Sustainability and Trees Sub Committee Minutes of the meeting held on 12 March 2024 and that the following recommendations contained therein be adopted by Council:

CARRIED

ESATS1 Future Reports for the Environmental Sustainability and Trees Sub Committee

Moved Cr B Brug
Seconded Cr A Graham

That Council:

1. Notes the report.

CARRIED

ESATS2 Tree Removal Requests - January 2024

Moved Cr B Brug
Seconded Cr A Graham

That Council:

1. Notes the report.

CARRIED

ESATS3 Appeals Report - Tree Removal Requests - Various Locations for January 2024

Moved Cr B Brug
Seconded Cr A Graham

That Council:

1. Notes that the technical tree assessments undertaken for 3 Crown Crescent, Paralowie, 40 Firmin Street, Paralowie, and 36 Birch Avenue, Salisbury East does not conclude removal be recommended, based solely on the application of Council approved tree removal criteria.
2. Notes that, as part of the appeal process, the refused tree removal requests appealed during the month of January 2024, as outlined in the report (Item ESATS3 Appeals Report – Tree Removal Requests – Various Locations for January 2024 – Environmental Sustainability and Trees Sub Committee, 12 March 2024), are now presented to the Environmental Sustainability and Trees Sub Committee for consideration and/or recommendation to Council as per the Environmental Sustainability and Trees Sub Committee’s Terms of Reference.

That the Environmental Sustainability and Trees Sub Committee, using its delegated authority under its adopted Terms of Reference:

3. Considering the current State Government legislation in regards to regulated and significant trees, notes there is a high likelihood of unsuccessful development applications for tree removals arising from appeals; and on that basis:
 - 3.1 Refuses the removal of the one (1) Regulated Tree located at 3 Crown Crescent, Paralowie.
 - 3.2 Refuses the removal of the one (1) Significant Tree located at 40 Firmin Street, Paralowie.
4. Defers consideration of the removal of the one (1) Non Regulated/Significant Tree located at 36 Birch Avenue, Salisbury East, pending the outcome of the formal review of the Tree Management Policy.

CARRIED

Further Motion – Cr C Buchanan

Moved Cr B Brug
Seconded Cr A Graham

That Council:

1. Noting that the Expert Panel for the Planning System Implementation Review on Significant and Regulated Trees has concluded, requests that the Mayor and Chief Executive Officer write to the Minister for Planning formally requesting:
 - 1.1 consideration be given as a priority to amend the significant and regulated trees controls under the *Planning, Development and Infrastructure Act 2016* to exempt *Eucalyptus sideroxylon* due to the species not being native to the region; and
 - 1.2 consideration also be given to exempt *Eucalyptus intertexta*, *camaldulensis*, *leucoxylon*and that a copy of Council’s previous submission be included in that correspondence.
- 2 Requests that Administration include in all appeal refusal letters relating to regulated or significant *Eucalyptus sideroxylon* (Iron Bark) trees that have been denied removal advice that Council has requested the State Government consider excluding *Eucalyptus sideroxylon* from the trees protected under the *Planning, Development and Infrastructure Act 2016*, including the responses to the applicants that requested removal of:
 - 2.1 one (1) Regulated Tree located at 3 Crown Cres, Paralowie; and
 - 2.2 one (1) Significant Tree located at 40 Firmin Street, Paralowie.

CARRIED

ESATS4 Climate Change Risk Assessment

Moved Cr B Brug
Seconded Cr A Graham

That Council:

1. Notes the Climate Change Risk Assessment Report prepared by consultants in Attachment 1 (Item ESATS4 Environmental Sustainability and Trees Sub Committee 12 March 2024).
2. Approves the development of a Climate Change Adaptation Action Plan to guide and prioritise risk controls and next steps drawing on findings of the climate change risk assessment.
3. Approves a 2023/24 Third Quarter Non-discretionary Budget Bid of \$50,000 to develop the Climate Change Adaptation Action Plan.

CARRIED

ESATS5 Sustainability Strategy 2035 Progress Report

Moved Cr B Brug
Seconded Cr A Graham

That Council:

1. Approves the provision of six-monthly reports on the progress of implementation of the Sustainability Strategy as detailed in Attachment 1 of the report (Item No ESATS5 Environmental Sustainability and Trees Sub Committee 12 March 2024).

CARRIED

4.0.2 Recommendations of the Asset Management Sub Committee meeting held on Tuesday 12 March 2024

Moved Cr A Graham
Seconded Cr B Brug

That Council:

1. Receives and notes the information contained in the Asset Management Sub Committee Minutes of the meeting held on 12 March 2024 and that the following recommendations contained therein be adopted by Council:

CARRIED

AMSC1 Future Reports for the Asset Management Sub Committee

Moved Cr A Graham
Seconded Cr B Brug

That Council:

1. Notes the report.

CARRIED

AMSC2 Street Tree Renewal Program

Moved Cr A Graham
Seconded Cr B Brug

That Council:

1. Approves the 2024/2025 Street Tree Renewal Program presented in Attachment 1 of the report (Item No AMSC2 - Asset Management Sub Committee, 12 March 2024), in order to proceed to community consultation in 2023/2024.

CARRIED

AMSC3 Playspace Program

Moved Cr A Graham
Seconded Cr B Brug

That Council:

1. Notes the report.
2. Approves for St Kilda Playground to be removed from the Playspace Renewal Program and be considered as a separate budget bid for 2024/25.
3. Requests Administration develop a separate policy framework for the ongoing renewal of regional playspaces within the City.

CARRIED

AMSC4 Road Safety Project Plan

Moved Cr A Graham
Seconded Cr B Brug

That Council:

1. Approves the scope of work and project brief (Attachment 1 Asset Management Sub Committee 12 March 2024, Item No. AMSC4) and sections 3.13-3.15 of this report.
2. Approves a non-discretionary budget bid of \$100,000 at the 2023/24 third quarter budget review to fund the Road Safety Project Plan.
3. Approves a non-discretionary budget bid of \$50,000 at the 2023/24 third quarter budget review to fund the procurement of infrastructure such as variable message signage and other traffic management solutions.
4. Requests that Administration, in consultation with relevant Ward Councilors, use current traffic data to determine priority locations for the installation of traffic management infrastructure as identified in part 3 of the resolution, and report these priority locations to Council in May 2024 for its consideration.

CARRIED

AMSC5 Traffic Management Improvements - Settlers Farm Primary

Moved Cr A Graham
Seconded Cr B Brug

That Council:

1. Approves the proposed traffic management improvements surrounding the Settlers Farm Primary School as outlined in the report (Item AMSC5 – Traffic Management Improvements – Settlers Farm Primary School, Asset Management Sub Committee, 12 March 2024).
2. Authorises Administration to proceed with the improvements, including any appropriate modifications following consultation with the Settlers Farm Primary School, to the value of \$106,282 on the condition that the variation to grant funding be approved under the Local Road and Community Infrastructure (LRCI), Phase 4 Grant Funding Program.

3. Approves a Third Quarter Non-discretionary Budget Review Bid for \$64,000, to complement the Local Roads and Community Infrastructure (LRCI) Grant Funding of \$106,282, providing the required \$170,282 budget to deliver the settler Farm Primary School traffic improvement project.

CARRIED

AMSC6 Asset Management Improvement Plan - Footpaths Policy and Upgrade Program 2023/2024

Moved Cr A Graham
 Seconded Cr B Brug

That Council:

1. Adopts the Draft Footpath Policy as presented in Attachment 1: Draft Footpath Policy February 2024 of the report (Item AMSC6 – Asset Management Improvement Plan – Footpaths Policy and Upgrade Program 2023/24, Asset Management Sub Committee, 12 March 2024).
2. Adopts the Footpath Works Program as presented in Attachment 2: Forward Years Footpath Works Program of the report (Item AMSC6 – Asset Management Improvement Plan – Footpaths Policy and Upgrade Program 2023/24, Asset Management Sub Committee, 12 March 2024).
3. Approves the following budget for the following footpath program to be incorporated into Council’s Strategic Asset Management Plan:

Type	Program Name	2024/25	2025/26	2026/27	2027/28
Upgrade/New	Bicycle Network Improvements	\$200 k	\$200 k	\$200 k	\$200 k
Upgrade/New	City Wide Trails	\$880 k	\$880 k	\$800 k	\$500 k
Maintenance	Footpath Maintenance	\$1.75M	\$1.75M	\$1.75M	\$1.75M
Renewal	Bituminous Footpath Renewal	\$200 k	\$200 k	\$200 k	\$200 k
Renewal	Footpath Renewal	\$0	\$0	\$0	\$0
New Footpath	FRET Program	\$400 k	\$500 k	\$300 k	\$300 k

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4. Approves the improvement in footpath trip step service level from 25mm to 20mm to be updated in the Footpath Asset Management Plan, finalised by June 2024.

CARRIED

4.0.3 Future Reports for the Urban Services Committee

Moved Cr B Brug
Seconded Cr A Graham

That Council:

1. Notes the report.

CARRIED

For Decision

4.1.1 Mawson Lakes Yacht Club - Terrace Area Access

Moved Cr C Buchanan
Seconded Cr B Brug

That Council:

1. Approves not to proceed with the establishment of a set of stairs on the existing grassed area due to the sloping nature of the site and the conflict with the underground services.
2. Requests Administration to:
 - a. investigate a viable location (within the vicinity of the Mawson Lakes Model Yacht Club), costing and design options for the installation of a viewing area and public toilet facility on Sir Douglas Mawson Lake for use of the Mawson Lakes Model Yacht Club and other users of the facility and the general public.
 - b. liaise with the State Member for Florey to determine potential grant funding opportunities for the delivery of the works;and report back to the Urban Services Committee by June 2024.

CARRIED

4.1.2 Capital Works - February 2024

Moved Cr C Buchanan
Seconded Cr S Ouk

That Council:

1. Approves the deferral of Carisbrooke Carpark within PR21413 Carpark Renewal / Upgrade Service Continuity Program from 2023/24 to 2024/25 to allow consideration of the new Carisbrooke Park Changing Places facility, and bringing forward Parafield Gardens Oval Carpark and Brahma Lodge Oval Carpark into 2023/24.
2. Approves a Non-discretionary 2023/24 Third Quarter Budget Review Bid to retime \$200,000 of funding associated with the deferral of Carisbrooke Park within the PR21413 Carpark Renewal / Upgrade Service Continuity Program from 2023/24 to 2024/25. Noting a further information report to be provided to the March 2024 Council meeting.
3. Approves a non-discretionary 2023/2024 third quarter budget review bid to the value of \$1,071,000 to retime project budget funding for PR30248 Hausler reserve change facility from 2023/2024 to 2024/2025 due to external circumstances, and requests a further report to be provided with costings of temporary portable toilet amenities to be installed until completion of the change facility.
4. Approves the transfer of \$9,000 of available capital funding from PR30249 Baltimore Reserve Upgrade, Parafield Gardens, to PR27049 Deuter Road Fencing, Paralowie, to provide the required funding for the expenditure incurred, and administered as a Non-discretionary 2023/24 Third Quarter Budget transfer.
5. Approves the program inclusion of compliance works at Salisbury Bowling Clubrooms within PR18097 Building Service Continuity Program, where there is sufficient funding available to complete the estimated \$250,000 of compliance works.
6. 2023/2024 PR222852 Bus Shelter Renewal and Stop Improvement Service Community Program (Item 4.1.4, Capital Works – February 2024, Urban Services Committee, 18 March 2024) be deferred pending a further information item at the March 2024 Council meeting advising the required works and budget for the complete upgrade of Stop 45D, Burton Road, Salisbury Downs, the stop at Parafield Gardens High School on Shepherdson Road, and Zone A, Main Street, Mawson Lakes (west side).

CARRIED

4.2.1 Office for Recreation, Sport and Racing - Community Recreation and Sports Facilities Program - Application Update

Pursuant to section 75(1)(c) of the Local Government Act 1999, Cr A Graham declared a material conflict of interest on the basis of being a Board member of the Salisbury United Football Club. Cr A Graham managed the conflict by leaving the meeting. Cr A Graham left the meeting at 8:49 pm.

Moved Cr C Buchanan
Seconded Cr M Mazzeo

That Council:

1. Notes that Council was notified in February 2024 that the two sports lighting grant funding applications submitted (Burton Park and Lindblom Park) by the City of Salisbury as part of the Community Recreation and Sport Facilities Program, were unsuccessful.
2. Notes that the upgrade to sportsfield lighting at Lindblom Park, Pooraka, will continue to progress, and subject to tender
3. Approves the retention of the existing \$300,000 Council budget funding approved for the Burton Soccer Precinct within PR17754 Sports Lighting Service Continuity Program.
4. Approves an additional 2023/24 third quarter non-discretionary budget review bid of \$250,000 for the Burton Soccer Precinct Lighting Upgrade PR17754 Sports Lighting Service Continuity Program to enable the complete lighting upgrade to pitches 1, 2 and 3 at Burton Park as well as the lighting upgrade of the community pitch (pitch 4) to 100 lux.
5. Requests that Administration progress the Burton Park lighting upgrade works as a matter of priority and liaise with Salisbury United Football Club on the preferred delivery timeframes by the end of March 2024, and provide a further report on proposed timeline to complete lighting upgrade commencing no later than September 2024.

CARRIED

Cr A Graham returned to the meeting at 8:56 pm.

4.2.2 Food Organics Green Organics Bin Program Update

Moved Cr C Buchanan
Seconded Cr S Ouk

That Council:

1. Notes the report, acknowledging that with the completion of the FOGO and caddy roll out, six monthly reporting is no longer required.

CARRIED

QUESTIONS ON NOTICE

There were no Questions on Notice.

MOTIONS ON NOTICE

US-MON1 Motion on Notice: Cr Buchanan: Free Organic Waste Drop Off Scheme

Moved Cr C Buchanan
Seconded Cr B Brug

That Council:

1. Requests the Administration to present a report to the Urban Services Committee by August 2024, on a proposed free residential organic green waste drop off scheme for members of the Community, with this report to include estimated establishment and ongoing operating cost, resources and information about similar schemes by other councils including City of Tea Tree Gully and Adelaide Hills Council.

CARRIED

US-MON2 Motion on Notice: Cr Ouk: Reserve Upgrade Paralowie and Salisbury Downs

Cr M Mazzeo left the meeting at 9:06 pm.

Cr M Mazzeo returned to the meeting at 9:10 pm.

Moved Cr S Ouk

Seconded Cr C Buchanan

That Council:

1. Requests the Administration to present a report to the Urban Services Committee with options on the upgrade of the Woodfield Drive Reserve and Playground at Salisbury Downs and the Dignam Drive Reserve at Paralowie, including design options and costings, with the intention to give consideration to its funding in the 2024/25 First Quarter Budget Review.

CARRIED

OTHER BUSINESS

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

There were no Other Business items.

ORDERS TO EXCLUDE THE PUBLIC

4.4.1 Ground Lease

Moved Cr A Graham
Seconded Cr S Reardon

Pursuant to section 90(2) and (3)(d)(i) and (d)(ii) of the *Local Government Act 1999* the Urban Services Committee orders that the public be excluded from attendance at the part of this meeting relating to Agenda Item 4.4.1 Ground Lease, except the following persons:

- *Chief Executive Officer*
- *Deputy Chief Executive Officer*
- *General Manager City Infrastructure*
- *General Manager Community Development*
- *Manager Governance*
- *Governance Support Officer*
- *Manager Engineering Assets and Systems*
- *Manager Infrastructure Delivery*
- *Manager Urban, Recreation and Natural Assets*

On the basis that:

- *it relates to commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and*
 - *commercial information of a confidential nature (not being a trade secret) the disclosure of which would, on balance, be contrary to the public interest.*
2. *In weighing up the factors related to disclosure,*
- *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
 - *Non-disclosure of this report at this time will protect Council's commercial position as public disclosure may provide third parties with a commercial advantage.*

*On that basis the public's interest is best served by not disclosing Agenda Item 4.4.1 **Ground Lease** item and discussion at this point in time.*

CARRIED

4.4.2 New Lease Agreement - Pooraka

Moved Cr A Graham
Seconded Cr S Reardon

Pursuant to section 90(2) and (3)(d)(i) and (d)(ii) of the *Local Government Act 1999* the Urban Services Committee orders that the public be excluded from attendance at the part of this meeting relating to Agenda Item 4.4.1 Ground Lease, except the following persons:

- *Chief Executive Officer*
- *Deputy Chief Executive Officer*
- *General Manager City Infrastructure*
- *General Manager Community Development*
- *Manager Governance*
- *Governance Support Officer*
- *Manager Engineering Assets and Systems*
- *Manager Infrastructure Delivery*
- *Manager Urban, Recreation and Natural Assets*

On the basis that:

- *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 the matter and discussion of this item in confidence would protect confidential information relating to proposed commercial negotiations and Council's commercial position.*

*On that basis the public's interest is best served by not disclosing Agenda Item 4.4.2 **New Lease Agreement - Pooraka** item and discussion at this point in time.*

CARRIED

The meeting moved into confidence at 9.10 pm.

The meeting moved out of confidence and closed at 9.14 pm.

CHAIRMAN.....

DATE.....