

His Worship the Mayor
Councillors
City of Marion

Notice of General Council Meeting

Council Chamber, Council Administration Centre
245 Sturt Road, Sturt

Tuesday, 24 October 2023 at 6.30 pm

The CEO hereby gives Notice pursuant to the provisions under Section 83 of the *Local Government Act 1999* that a General Council Meeting will be held.

A copy of the Agenda for this meeting is attached in accordance with Section 83 of the Act.

Meetings of the Council are open to the public and interested members of this community are welcome to attend. Access to the Council Chamber is via the main entrance to the Administration Centre on Sturt Road, Sturt.



Tony Harrison
Chief Executive Officer



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1 Open Meeting**2 Kurna Acknowledgement**

We acknowledge the Kurna people, the traditional custodians of this land and pay our respects to their elders past and present.

3 Disclosure

All persons in attendance are advised that the audio of this General Council meeting will be recorded and will be made available on the City of Marion website.

4 Council Member Declaration of Interest (if any)**5 Confirmation of Minutes****5.1 Confirmation of Minutes of the General Council Meeting held on 12 September 2023**

Report Reference	GC231024R5.1
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Mitchell
Corporate Manager	Manager Office of the Chief Executive – Kate McKenzie
General Manager	Chief Executive Officer – Tony Harrison

RECOMMENDATION

That the minutes of the General Council Meeting held on 12 September 2023 be taken as read and confirmed.

ATTACHMENTS

1. G C 230912 - Final Public Minutes [**5.1.1** - 14 pages]



**Minutes of the General Council Meeting
held on Tuesday, 12 September 2023 at 6.30 pm
Council Chamber, Council Administration Centre
245 Sturt Road, Sturt**



**PRESENT**

His Worship the Mayor Kris Hanna

Councillor Joseph Masika

Councillor Nathan Prior

Councillor Raelene Telfer (from 6.33pm)

Councillor Luke Naismith (from 6.39pm)

Councillor Jason Veliskou

Councillor Sarah Luscombe

Councillor Jayne Hoffmann

Councillor Matt Taylor

Councillor Jana Mates

Councillor Amar Singh

Councillor Ian Crossland

In Attendance

Chief Executive Officer - Tony Harrison

General Manager Corporate Services - Angela Allison

General Manager City Development - Tony Lines

Manager Office of the CEO - Kate McKenzie

Unit Manager Governance and Council Support - Victoria Moritz

Governance Officer - Amey Johnson

1 Open Meeting

The Mayor opened the meeting at 6.30pm.

2 Kurna Acknowledgement

We acknowledge the Kurna people, the traditional custodians of this land and pay our respects to their elders past and present.

3 Disclosure

All persons in attendance are advised that the audio of this General Council meeting will be recorded and will be made available on the City of Marion website.

4 Council Member Declaration of Interest (if any)

The Chair asked if any member wished to disclose an interest in relation to any item being considered at the meeting

The following interests were disclosed:

- Councillor Prior declared a perceived conflict of interest in the items *Koorana Gymnastics Lease (11.1)* and *Koorana Gymnastics Minor Capital Works Request (11.2)*



5 Confirmation of Minutes

5.1 Confirmation of Minutes of the General Council Meeting held on 22 August 2023 Report Reference GC230912R5.1

Moved Councillor Masika

Seconded Councillor Taylor

That the minutes of the General Council Meeting held on 22 August 2023 be taken as read and confirmed.

Carried Unanimously

6 Adjourned Items - Nil

7 Deputations

6.33pm Councillor Telfer entered the meeting

6.39pm Councillor Naismith entered the meeting

7.1 Scouts SA Report Reference GC230912R7.1

Mr Sellers gave a five-minute deputation regarding the FitzJames Building at the Glandore Community Centre.

8 Petitions - Nil

9 Motions With Notice

9.1 Retrieval of Matter Lying on the Table - Huntingtons SA Lease Agreement Report Reference GC230912M9.1

6.43pm Councillor Singh left the meeting

6.44pm Councillor Singh re-entered the meeting

Moved Councillor Hoffmann

Seconded Councillor Masika

That the item on the Huntingtons SA Lease Agreement that has been left lying on the table, be bought back to the 12th September 2023 General Council Meeting.

Carried Unanimously

Moved Councillor Hoffmann

Seconded Councillor Crossland

That formal meeting procedures be suspended to discuss the item.

Carried Unanimously

6.45pm formal meeting procedures suspended

7.05pm formal meeting procedures resumed



Moved Councillor Hoffmann

Seconded Councillor Masika

That Council:

1. Undertakes an EOI for the lease or licence of the 'Fitzjames Building'
2. Authorise Huntingtons SA to remain in the building in holding over provisions on a month-by-month basis until the outcome of the EOI is determined.
3. A further report be brought back to Council once the EOI have been received and evaluated

Carried Unanimously

10 Committee Recommendations

10.1 Confirmation of Minutes of the Finance, Risk and Audit Committee Meeting held on 15 August 2023
Report Reference GC230912R10.1

Moved Councillor Veliskou

Seconded Councillor Telfer

That Council:

1. Receives and notes the minutes of the Finance, Risk and Audit Committee meeting held on 15 August 2023.
2. Notes that separate reports will be brought to Council for consideration of any recommendations from the Finance, Risk and Audit Committee.

Carried Unanimously

11 Corporate Reports for Decision

Councillor Prior declared a perceived conflict of interest in the following two items *Koorana Gymnastics Lease* and *Koorana Gymnastics Minor Capital Works Request* as his daughter is a participant of the club and will leave the meeting for both items.

7.13pm Councillor Prior left the meeting

11.1 Koorana Gymnastics Lease
Report Reference GC230912R11.1

Moved Councillor Veliskou

Seconded Councillor Telfer

That Council:

1. Authorises the surrender of the current lease between Council and Koorana Gymnastic Club Incorporated and the granting of a new not-for-profit Community Lease to Koorana Gymnastics Club Incorporated for a term of 5 years from 1 October 2023 at a rent in accordance with Council's *Leasing and Licensing of Council Owned Facilities Policy*.

Carried Unanimously

**11.2 Koorana Gymnastics Minor Capital Works Request**
Report Reference GC230912R11.2**Moved Councillor Veliskou****Seconded Councillor Telfer**

That Council:

1. Notes Koorana Gymnastics Club proposal and funding request towards the build of a new DDA compliant toilet and meeting room, at an estimated project cost of \$220,000 based on initial designs.
2. Supports granting Landlord Consent for the proposed new DDA compliant toilet and meeting room works to the Koorana Gymnastics Club Facility.
3. Approves 50/50 funding support up to a cost of \$110,000 on the basis the Koorana Gymnastics Club is successful securing a 50% funding contribution from the 2023 ORSR Community Recreation and Sports Facilities Program, funding to be allocated in Council's 2024/25 budget.

Carried Unanimously**11.3 Landlord Approval for Cricket Nets at 262 Sturt Road**
Report Reference GC230912R11.3

7.17pm Councillor Prior re-entered the meeting

Moved Councillor Telfer**Seconded Councillor Masika**

That Council:

1. Approves landowner consent to the Marion Sports and Community Club to construct a new cricket training facility on the condition that the location will be determined and agreed to by Council prior to construction.
2. Notes that the Marion Sports and Community Club and Marion Cricket Club are not seeking any funding from Council for the cricket training facility.

Carried Unanimously**11.4 Marion Outdoor Pool - Extension of Season**
Report Reference GC230912R11.4**Moved Councillor Veliskou****Seconded Councillor Singh**

That Council:

1. Supports the ongoing extension of the annual swimming season at Marion Outdoor Pool to a standard 30-week season, incorporating the April School term holidays and closing on the public holidays falling between Easter and the season closure.



2. Endorses an increase of 0.70 FTE at an approximate cost of \$55,610 and funding for additional utilities/maintenance costs of up to \$19,000 to support the 30-week pool season.
3. Notes that the net cost of moving to a standard 30-week pool season is forecast to be \$10,749 (additional 0.70 FTE of labour and additional utilities/maintenance costs minus forecast additional revenues of up to \$63,861).

Amendment

Moved Councillor Prior

Seconded Councillor Luscombe

That Council:

1. Supports the ongoing extension of the annual swimming season at Marion Outdoor Pool to a standard 30-week season, incorporating the April School term holidays and closing on the public holidays falling between Easter and the season closure.
2. Endorses an increase of 0.70 FTE at an approximate cost of \$55,610 and funding for additional utilities/maintenance costs of up to \$19,000 to support the 30-week pool season.
3. Notes that the net cost of moving to a standard 30-week pool season is forecast to be \$10,749 (additional 0.70 FTE of labour and additional utilities/maintenance costs minus forecast additional revenues of up to \$63,861).
4. Receives a report at the conclusion of the 23/24 pool season on the financial impact of the season extension

**The amendment to become the motion was Carried
The motion as amended was Carried Unanimously**

11.5 MCC - Revocation of Community Land Classification

Report Reference GC230912R11.5

Moved Councillor Taylor

Seconded Councillor Prior

That Council:

1. Having considered the submissions received, resolves to proceed with the process to revoke the whole of land situated at Warracowie Way, Oaklands Park and contained in Certificate of Title Volume 5848 Folio 473 (Reserve) for the land division, creation of a road reserve and amalgamation of the balance of the land with Council's adjoining allotment.
2. Approves that a request be forwarded to the Minister for Local Government for approval to revoke the subject Reserve from its community land classification.
3. Notes that a final report will be presented to Council upon receipt of the determination from the Minister for Local Government in relation to the revocation, to enable finalisation of the revocation, land division and creation of road reserve process.

Carried

**11.6 Plympton Park Traffic Management
Report Reference GC230912R11.6**

7.46pm Councillor Naismith left the meeting
7.48pm Councillor Naismith re-entered the meeting
7.52pm Councillor Mates left the meeting
7.54 pm Councillor Mates re-entered the meeting

Moved Councillor Veliskou**Seconded Councillor Singh**

That Council:

1. Endorses the Mayor writing a letter to the Minister for Transport requesting a review of the Tram Grade Separation project for Marion Road and Cross Road, with a focus on:
 - a) Provision of car parking spaces to be created beneath the tram overpass structure.
 - b) The closure of the right in and right out median at the junction of Cross Road and Herbert Street, Plympton Park including undertaking community consultation on this proposal.

Carried Unanimously**11.7 Marion Water Business Strategy
Report Reference GC230912R11.7****Moved Councillor Crossland****Seconded Councillor Taylor**

That Council:

1. Notes the community feedback in the Survey Response Report (Attachment 1).
2. Endorses the Marion Water strategy 'A Plan for Securing our Water Future 2023-2026' (Attachment 2)

Carried Unanimously**11.8 Rainwater Tank Pilot Study Project Update
Report Reference GC230912R11.8****Moved Councillor Veliskou****Seconded Councillor Crossland**

That Council:

1. Notes the progress of the Rainwater Tank Pilot Study.
2. Concludes the Rainwater Tank Pilot Study.



3. Endorses Option 3 recommended by the Steering Group to retrospectively install infiltration devices into the streets within the Frederick Street, Glengowrie catchment.
4. Receives a further report once the grant is fully acquitted that details the outcomes of the case study.

Carried Unanimously

11.9 Hallett Cove Seaside Pool - Community Consultation Outcomes
Report Reference GC230912R11.9

Moved Councillor Crossland

Seconded Councillor Luscombe

That Council:

1. Notes the Hallett Cove Seaside Pool Community Consultation results.

8.05pm Councillor Taylor left the meeting

Carried Unanimously

11.10 Edwardstown Community Battery - Community Engagement Feedback
Report Reference GC230912R11.10

8.07pm Councillor Singh left the meeting and did not return

8.07pm Councillor Taylor re-entered the meeting

Moved Councillor Masika

Seconded Councillor Hoffmann

That Council:

1. Subject to a variation of the existing lease to Marion City Band being agreed and executed, authorises the granting of a ground lease to the Government of South Australia for a term of 15 years at \$1 per annum (peppercorn rent) for the purpose of a community battery over a portion of 48 Dumbarton Avenue, Edwardstown, Certificate of Title - Volume 5869 Folio 35.
2. Authorises the execution of the lease agreement either through signature under delegation, or the Mayor and Chief Executive Officer attesting to the affixation of the Common Seal of the Corporation of the City of Marion to the agreement.

Carried Unanimously

11.11 Draft Asset Management Strategy 2023 - 2033 Endorsement for Community Consultation
Report Reference GC230912R11.11

Moved Councillor Mates

Seconded Councillor Prior

That Council:

1. Endorses the Draft Asset Management Strategy 2023 - 2033 (Attachment 1) proceeds to community consultation.



2. Endorses the Community Engagement Plan (Attachment 2).
3. Notes a further report will be presented to Council on 28 November 2023 with community consultation feedback.

Carried Unanimously

11.12 CEO Remuneration - Submission to the South Australian Remuneration Tribunal
Report Reference GC230912R11.12

Moved Councillor Hoffmann

Seconded Councillor Naismith

That Council:

1. Endorse the draft submission to the Remuneration Tribunal of South Australia requesting the Tribunal create salary bands for local government CEOs that are more reflective of the factors listed within the relevant Determination's accompanying report.

Carried Unanimously

11.13 Request to Fly the Armenian National Flag for Armenian Independence Day
Report Reference GC230912R11.13

This item is withdrawn as the request was retracted.

11.14 Soft Plastic Recycling - Submission to Parliament SA
Report Reference GC230904R11.14

Moved Councillor Luscombe

Seconded Councillor Telfer

That Council:

1. Endorses the draft submission to the Select Committee of the SA Legislative Council on "recycling of soft plastics and other recyclable material" (Attachment 2), subject to any amendments made in the meeting, noting that the Environment Committee has provided feedback on the submission.

Carried Unanimously

The Mayor sought and was granted leave of the meeting to vary the order of the agenda and consider the following Corporate Reports for Information / Noting next on the agenda:

- Questions Taken on Notice Register
- Digital Transformation Project - Close out Report
- SRWRA Board Meeting 21 August 2023 - Constituent Council Information Report



13 Corporate Reports for Information/Noting

Moved Councillor Prior

Seconded Councillor Telfer

That the following Corporate Reports for Information / Noting be moved en bloc:

- Questions Taken on Notice Register
- Digital Transformation Project - Close out Report
- SRWRA Board Meeting 21 August 2023 - Constituent Council Information Report

Carried Unanimously

13.1 Questions Taken on Notice Register Report Reference GC230912R13.1

Moved Councillor Prior

Seconded Councillor Telfer

That Council:

1. Notes the report 'Questions Taken on Notice Register' .

Carried Unanimously

13.2 Digital Transformation Project – Close Out Report Report Reference GC230912R13.2

Moved Councillor Prior

Seconded Councillor Telfer

That Council:

1. Note that except for Unified Communications, Information Services has now finished the phase of the project related to the Digital Transformation Program (DTP) with these projects moving into BAU.
2. Note that Information Services is now focused on the development of the Information Services Plan and several key business-related IT projects.

Carried Unanimously

13.3 SRWRA Board Meeting 21 August 2023 - Constituent Council Information Report Report Reference GC230912R12.5

Moved Councillor Prior

Seconded Councillor Telfer

That Council:

1. Notes the Constituent Council Information Report from SRWRA Board Meeting, 21 August 2023.

Carried Unanimously



12 Confidential Items

12.1 Cover Report - Confirmation of Minutes of the Confidential Finance, Risk and Audit Committee Meeting held on 15 August 2023

Report Reference GC230912F12.1

Moved Councillor Veliskou

Seconded Councillor Telfer

That Council:

1. Receives and notes the confidential minutes of the Finance, Risk and Audit Committee meeting held on 15 August 2023.
2. Notes that separate reports will be brought to Council for consideration of any recommendations from the Finance, Risk and Audit Committee.

Carried Unanimously

Moved Councillor Telfer

Seconded Councillor Prior

That the following cover reports to move into confidence be moved en bloc:

- Cover Report - Warradale Park Tennis Club Upgrade
- Cover Report - Marion Golf Course Project

Carried Unanimously

12.2 Cover Report - Warradale Park Tennis Club Upgrade

Report Reference GC230912F12.2

Moved Councillor Telfer

Seconded Councillor Prior

That pursuant to Section 90(2) and (3)(b) of the Local Government Act 1999, the Council orders that all persons present, with the exception of the following persons: Chief Executive Officer, General Manager City Development, General Manager City Services, General Manager Corporate Services, Chief Financial Officer, Manager Office of the Chief Executive, Unit Manager Governance and Council Support, Governance Officer, Manager City Property, Unit Manager Property Strategy & Delivery, Senior Project Manager and Sports & Community Facilities Planner be excluded from the meeting as the Council receives and considers information relating to Warradale Park Tennis Club Upgrade, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to commercial information including financial figures and concept designs.

Carried Unanimously

8.23pm the meeting went into confidence

Moved Councillor Crossland

Seconded Councillor Veliskou

That formal meetings procedures be suspended to discuss the item

Carried Unanimously

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8.51pm formal meeting procedures suspended

9.09pm formal meeting procedures resumed

Moved Councillor Prior

Seconded Councillor Taylor

That Council:

1. Notes Council's existing financial commitment of \$ [REDACTED] towards the upgrade of the Warradale Park Tennis Club.
2. Notes receiving grant funding totaling \$ [REDACTED] from the Office for Recreation, Sport, and Racing towards the upgrade of the Warradale Park Tennis Club.
3. Notes receiving written confirmation that Council's application seeking \$ [REDACTED] towards the upgrade of the Warradale Park Tennis Club through the Federal Government's Investing in Our Communities Program has been approved.
4. Approves Option 2 (Refurbish the ground floor and partially enclose a new function room on the upper level with an outdoor viewing area.) for the upgrade of the Warradale Park Tennis Club to progress to detailed design.
5. Approves an additional allocation of \$ [REDACTED] to be budgeted in the 2024/25 financial year.
6. Approves Solution 3: (Do not provide a publicly accessible toilet in Warradale Park Reserve or in the clubroom) as the preferred planning option for a public toilet for the Warradale Park Tennis Club as part of this project.
7. In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Council orders that any financial information contained within the report, minutes and appendices, relating to the item Warradale Park Tennis Club having been considered in confidence under Section 90(2) and (3)(b) of the Act, except when required to effect or comply with Council's resolution(s) regarding this matter, be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2023.

Carried Unanimously

9.10pm the meeting came out of confidence

12.3 Cover Report - Marion Golf Course Project
Report Reference GC230912F12.3

Moved Councillor Telfer

Seconded Councillor Prior

That pursuant to Section 90(2) and (3)(b) of the Local Government Act 1999, the Council orders that all persons present, with the exception of the following persons: Chief Executive Officer, General Manager City Development, General Manager City Services, General Manager Corporate Services, Chief Financial Officer, Manager Office of the Chief Executive, Unit Manager Governance and Council Support, Governance Officer, Manager City Property Senior Project Manager and Unit Manager Property Strategy & Delivery be excluded from the meeting as the Council receives and considers

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information relating to Marion Golf Park Project, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to commercial information including financial figures and concept designs.

Carried Unanimously

9.10pm the meeting went into confidence

Moved Councillor Crossland

Seconded Councillor Luscombe

That Council:

1. Notes that funding of \$ [REDACTED] was endorsed for the construction of a new clubhouse, car park and landscaping (Stage 1) at the Marion Golf Park at the 23 August 2022 General Council meeting.
2. Endorses the total project budget increasing from \$ [REDACTED] to \$ [REDACTED] requiring an additional funding allocation of \$ [REDACTED] in the 2024/25 budget for the Marion Golf Park Stage 1 works.
3. Authorises staff to release the construction tender for the Marion Golf Park redevelopment.
4. Authorises the Chief Executive Officer to award a construction contract to the preferred contractor on the basis that the Construction Contract price is no more than [REDACTED]% over \$ [REDACTED] being the total project cost less professional fees and allowances, design contingency, construction contingency, and marketing costs.
5. Allocate additional funding of up to [REDACTED]% \$ [REDACTED] over the revised budget of \$ [REDACTED] should the funding be required to enable the Chief Executive Officer to award the construction contract.
6. Notes the terms of the \$ [REDACTED] federal grant received in 2019 towards an upgrade of the Marion Golf Park have been varied to allow for the grant to be acquitted upon the completion of the detailed design works, and the timeline to complete the design works has been extended to 30 October 2023.
7. Endorses the Marion Golf Park to be renamed 'Seacliff Golf Course'.
8. Notes that a future report will be provided to Council to discuss Stage 2 options.
9. In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Council orders that any financial information contained within the report, minutes and appendices, relating to the item Marion Golf Course Project having been considered in confidence under Section 90(2) and (3)(b) of the Act, except when required to effect or comply with Council's resolution(s) regarding this matter, be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2023.

Carried Unanimously

9.22pm the meeting came out of confidence



14 Workshop / Presentation Items - Nil

15 Questions With Notice - Nil

16 Motions Without Notice - Nil

17 Questions Without Notice - Nil

18 Other Business

19 Meeting Closure

The meeting was declared closed at 9.22pm

CONFIRMED THIS 24 DAY OF OCTOBER 2023

CHAIRPERSON

6 Communications

6.1 Elected Member Verbal Communications

In accordance with the *Code of Practice - Procedures at Council Meeting 2017/18* an Elected Member has the right to speak for up to two minutes in the second meeting of Council every second month from February (with the exception of caretaker period).

6.2 Mayoral Communication Report

Report Reference GC231024R6.2

Name of Council Member Mayor - Kris Hanna

Date	Event	Comments
15 August 2023	Interviewed by Punjab TV	
17 August 2023	Greater Adelaide Regional Plan Discussion Paper briefing for elected members	Attended
18 August 2023	Glandore Tree Planting Ceremony	Welcome speech
21 August 2023	Southern Business Connections Social Networking Event	Attended
21 August 2023	Meeting with Basketball SA	Discussion regarding future stadium requirements
22 August 2023	Marion Village Museum Annual General Meeting	Attended
24 August 2023	Coast FM	Interview
1 September 2023	Chancellor Stephen Gerlach's Farewell Celebration	Attended with Mayoress
6 September 2023	Meeting with Scouts SA	Discussion regarding accommodation needs
6 September 2023	Pelligra Sports Industry & Government Event	Attended
8 September 2023	Probus Club of Hallett Cove	Guest speaker
9 September 2023	South Adelaide Basketball Club Senior Presentation Night	Attended as Club Patron
11 September 2023	Community Leadership Program Launch Event	Opening speech
12 September 2023	Bader Aero	Factory visit
14 September 2023	Sheidow Park School – Moon Lantern Festival	Welcome speech
18 September 2023	First Dig Ceremony at Marino Community Hall	Welcome speech
18 September 2023	Southern Business Connections Social Networking Event	Attended
19 September 2023	Meeting with Stephen Yarwood	Discussion regarding strategic plan consultancy
20 September 2023	Meals on Wheels Hallett Cove AGM	Attended
21 September 2023	Opening of Hamilton Secondary College Performing Arts Centre and Planetarium	Attended

21 September 2023	Marion 100 event	Attended
23 September 2023	Inspection of Newcastle sea pool upgrade	At own expense
27 September 2023	Friends of Glenthorne Annual General Meeting	Attended
28 September 2023	Memorial ceremony for former Councillor Carol Bouwens	Speech
28 September 2023	Extremely grand and auspicious opening of Dial-A-Curry Plympton	Attended with Mayoress
30 September 2023	City of Marion Citizenship Ceremonies	Performed two ceremonies
6 October 2023	Touch a Truck family event	Welcome speech
7 October 2023	Commencement of Lion Hearts Learning bike ride	Cut ribbon
7 October 2023	New toilet celebration at Maldon Reserve	Opening speech
8 October 2023	Marion Gift Carnival	Awarded sashes to winners of sprint finals
10 October 2023	Meeting with service clubs	Discussion regarding revival of Marion markets
12 October 2023	Liveability in Australia 2023 information session	Attended
In addition, the Mayor has met with residents, MPs and with the CEO and Council staff regarding various issues		

6.3 Deputy Mayor Communication Report

Report Reference

GC231024R6.3

Name of Council Member

Deputy Mayor – Raelene Telfer

Date	Event	Comments
20/07/23	Grants Awards	Awarded
29/7/23	T2D consultation	Viewed
29/7/23	Cove Sports Opening	Attended
30/7/23	Pump track opening	Attended
30/7/23	Glenthorne opening	Attended
3/8/23	Gallery M VIP	Special viewing
8/8/23	Warriparinga Ward briefing	Participated
15/8/23	Marion Life SALA	Morning tea
22/8/23	Marion Museum AGM	Participated
27/8/23	LKCC Indigenous	Concert goer
5/9/23	Environment Committee	Member
12/9/23	Warriparinga Ward Briefing	Participated
18/9/23	Club Marion	Liaison role
21/9/23	Dementia Week Forum	Attended
28/9/23	Coast FM	Interviewed
6/10/23	MPSCC Advisory	Committee liaison

7/10/23	Maldon Reserve toilet opening	Attended
10/10/23	Warriparinga Ward briefing	Participated
10/10/23	Planning and Development	Attended
10/10/23	Review and Selection	Attended

6.4 CEO and Executive Communication Report

Report Reference GC231024R6.4

Date	Activity	Attended By
23 August 2023	Weekly Onsite Meeting Blubuilt, North Projects, Aspects Studios, Innovis, CMW Geosciences SA, and City of Marion re Coastal Walkway Bridges	Tony Lines
23 August 2023	Meeting CoM, Renewal SA, MAB Park Pty Ltd and Wilson Parking re multi deck car park	Tony Lines
24 August 2023	Meeting Housing Renewal Australia and Blu Chp re Edwardstown	Tony Lines
25 August 2023	Meeting Cross Council Fleet Collaboration - Fiona Harvey (PAE) & Adrian Ralph (CCS)	Angela Allison
28 August 2023	Meeting Sarah Andrews (MP) General catch up	Tony Harrison
30 August 2023	Sydney Sea pool tour with James Carley (Principal Coastal Engineer at The University of New South Wales) and Nicole Larkin (Architect)	Tony Harrison
1 September 2023	Onsite Meeting Future Urban and City of Marion re Lot 501 Marion Road, Bedford Park	Tony Lines
5 September 2023	Meeting City of Marion and Patritti Wines re irrigation	Tony Harrison
5 September 2023	Meeting Metro CEO Future Governance for Integrated Water Management in Greater Adelaide	Tony Harrison
6 September 2023	Weekly Onsite Meeting Blubuilt, North Projects, Aspects Studios, Innovis, CMW Geosciences SA, and City of Marion re Coastal Walkway Bridges	Tony Lines
6 September 2023	Meeting Paul Sutton (CEO CCS) and Mark Withers (CEO PaE)	Tony Harrison
6 September 2023	Pelligra Sports Industry & Government Event	Tony Harrison

8 September 2023	Meeting Hays Recruitment – Tom Hankey & Milly Vorrasi	Angela Allison
8 September 2023	Meeting Blubuilt, North Projects, Aspects Studios, Innovis and City of Marion re Coastal Walkway Nungamoora	Tony Lines
11 September 2023	Meeting Pelligra	Tony Lines
11 September 2023	Site Tour of SAALC Facility Adam Luscombe	Tony Lines
15 September 2023	Meeting The Big Middle - Andrew McAdams	Angela Allison
15 September 2023	Interview Water Trust Australia re Interview – Integrated Water Management (IWM) Governance for Greater Adelaide	Ben Keen
18 September 2023	Sod Turning ceremony Marino Community Hall	Tony Harrison
18 September 2023	Site visit City of Onkaparinga IT Systems	Angela Allison Ben Keen
19 September 2023	Meeting Cook Building and City of Marion meet and greet	Tony Lines
19 September 2023	Meeting Jodi Walton and Justin Hanney (Davidson) re CEO Panel event	Tony Harrison
19 September 2023	Meeting Mayor Kris Hanna, Kate McKenzie and Stephen Yarwood re City of Marion Member Strategy Forum	Tony Harrison
20 September 2023	LGA Davidson CEO Breakfast Launch of the 3 rd Edition of the 2023 National LG CEO Index	Tony Harrison (Panel member) Tony Lines
22 September 2023	Forum Resilient Water Futures Future Governance Engagement	Ben Keen
22 September 2023	Meeting Sam Johnson CEO District Council of Mount Remarkable	Tony Harrison
25 September 2023	Meeting SRWRA Board meeting	Angela Allison
25 September 2023	Meeting Pelligra	Tony Harrison Tony Lines
27 September 2023	Meeting SA Power Networks re Water Pipeline Extension Project	Ben Keen
27 September 2023	Weekly Onsite Meeting Blubuilt, North Projects, Aspects Studios, Innovis, CMW Geosciences SA, and City of Marion re Coastal Walkway Bridges	Tony Lines
29 September 2023	Meeting Villawood, Future Urban and City of Marion re Morphettville Racecourse	Tony Lines
4 October 2023	Meeting Marteine Edwards and Lachie Monfries (Scentre Group) re MCC Plaza	Tony Harrison Tony Lines
4 October 2023	Meeting Ausco Modular re Education Centre at Oaklands Wetland	Ben Keen
4 October 2023	Weekly Onsite Meeting Blubuilt, North	Tony Lines

	Projects, Aspects Studios, Innovis, CMW Geosciences SA, and City of Marion re Coastal Walkway Bridges	
11 October 2023	Meeting Cross Council Fleet Collaboration - Fiona Harvey (PAE) & Adrian Ralph (CCS)	Angela Allison
11 October 2023	Meeting SWBMX Club and City of Marion re SWBMX Project	Tony Lines
13 October 2023	LG Professionals SA General Managers and Directors Working Group Meeting	Ben Keen
16 October 2023	Attended Club Marion Board meeting	Tony Harrison
17 October 2023	Panel Member LGA CEO Roundtable hosted by Amazon Web Services	Tony Harrison
20 October 2023	Meeting Water Management with City of Salisbury	Ben Keen
24 October 2023	Meeting John Noonan and Schumann Rafizadeh (One World)	Tony Harrison

7 Adjourned Items - Nil**8 Deputations - Nil****9 Petitions - Nil****10 Committee Recommendations****10.1 Confirmation of Minutes of the Infrastructure Committee Meeting held on 5 September 2023**

Report Reference	GC231024R10.1
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Mitchell
Corporate Manager	Manager Office of the Chief Executive - Kate McKenzie
General Manager	Chief Executive Officer - Tony Harrison

REPORT OBJECTIVE

The purpose of this report is to facilitate the receiving and noting of the minutes of the Infrastructure Committee meeting held on 5 September 2023.

EXECUTIVE SUMMARY

A summary of items considered by the Committee Members is noted below.

Reports for Discussion

- Community Gardens Policy
- Footpath Strategic Review
- Draft Asset Management Strategy 2023-2033

Reports for Noting

- Marion Water Project Update

RECOMMENDATION**That Council:**

1. **Receives and notes the minutes of the Infrastructure Committee meeting held on 5 September 2023.**
2. **Notes that separate reports will be brought to Council for consideration of any recommendations from the Infrastructure Committee.**

ATTACHMENTS

1. I C 230905 - Final Minutes [**10.1.1** - 9 pages]



**Minutes of the Infrastructure Committee
held on Tuesday, 5 September 2023 at 6.30 pm
Council Chamber, Council Administration Centre
245 Sturt Road, Sturt**

**PRESENT**

Mayor Kris Hanna
Councillor Ian Crossland (Chair)
Councillor Matt Taylor
Councillor Jana Mates

Apology

Councillor Amar Singh

In Attendance

Chief Executive Officer - Tony Harrison
Acting General Manager City Services - Angela Allison
Chief Financial Officer - Ray Barnwell
Manager Engineering, Assets and Environment – Mat Allen
Executive Officer to General Manager City Services - Colleen Madsen
Councillor Sarah Luscombe
Councillor Joseph Masika
Environmental Sustainability Partner - Anna Haygreen
Infrastructure Engineer - Daniel Chan
Unit Manager Asset Solutions - Brendon Lyons
Water Resources Coordination - Glynn Ricketts

1 Open Meeting

The Chair opened the meeting at 6.31pm.

2 Kurna Acknowledgement

We acknowledge the Kurna people, the traditional custodians of this land and pay our respects to their elders past and present.

3 Elected Member Declaration of Interest (if any)

The Chair asked if any member wished to disclose an interest in relation to any item being considered at the meeting.

The following interests were disclosed:

- Nil

4 Confirmation of Minutes**4.1 Confirmation of Minutes of the Infrastructure Committee Meeting held on 6 June 2023**

IC230905 - Infrastructure Committee - 5 September 2023



Report Reference	IC230905R4.1
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Moved Councillor Taylor**Seconded Mayor Hanna**

That the minutes of the Infrastructure Committee Meeting held on 6 June 2023 be taken as read and confirmed.

carried**5 Business Arising****5.1 Business Arising Statement - Action Items**

Report Reference	IC230905R5.1
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Moved Mayor Hanna**Seconded Councillor Taylor**

That the Infrastructure Committee:

1. Notes the business arising statement, meeting schedule and upcoming items.

carried**6 Confidential Items - Nil****7 Reports for Discussion****7.1 Community Gardens Policy**

Report Reference	IC230905R7.1
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The Environmental Sustainability Partner, Anna Haygreen presented the draft Community Gardens Policy for feedback prior to the final draft being presented to General Council for endorsement.

The City of Marion currently has 5 community gardens.

Feedback and discussion from the Committee included:

- We have the process right in asking for substantial community interest before initiating a community garden.
- If a requirement is that a group must be incorporated, should we have a model constitution with a small committee? Staff confirmed that the requirement is the group is incorporated themselves or under the umbrella of an incorporated group.
- Discussion on Council's position on a garden requirement to be fenced or unfenced. Staff advised that we do not have a formal position; it is up to the groups to propose what model they want. Planning approval is required for a fenced garden. Current recommendation to



groups with individual plots is to consider fencing as leased plots as they should have access to that produce.

- Under the list of criteria, 'compatibility with surrounding land uses,' the real sensitivity is the adjacent residents, are we able to give this more weight in either the policy or internal procedures?
- Page 72 under site selection and assessment, instead of saying site criteria, could we make it site selection considerations?
- Should Council's pre-selected sites be stated in the policy so that people could consider those prior to going through the process of site selection? The amount of site criteria that people need to address may prohibit them starting a community garden.
- It has become apparent to staff in going through this process that site selection criteria is more about how council assesses the sites. This could be made clearer in the guidelines.
- There was discussion on the challenges we see with each site and whether this new policy foreshadows some of those potential problems and challenges before we install a new site, i.e., signage, fencing etc.? The list under the Site Selection Criteria hopes to reduce those issues such as toilets and storage sheds for the larger gardens.

The chair invited Councillor Luscombe to provide feedback.

- Councillor Luscombe queried whether council could take more of a pro-active approach in pre-selecting suitable sites for community gardens so that people coming to council do not need to address as much of the site criteria, thus reducing the time taken to start up the garden (including community consultation).
- Could council manage more community gardens? The committee commented that if the garden is community initiated, the community will have more sense of ownership and we would need to consider the risks and financial implications if council managed.
- Are there opportunities to link up with playgrounds, irrigations, neighbourhood centres etc. as we develop our reserves, we are possibly reducing potential future sites.
- The Committee queried whether the new policy and procedures will reduce the time taken to establish the gardens. In response, staff advised that the intent of the policy has not changed. Although no changes have been made to the procedure they can be changed. There is no simple way to fast track the garden set up, it depends on the individual group and the site, however the comments regarding earlier community engagement will be considered.
- Staff are identifying potential sites, in conjunction with the Open Space Review.

The chair invited Members to email any further comments on the policy through to staff.

Next steps Policy will come to Council at the October meeting.

Staff clarified that only the policy not guidelines are going to Council, however they will be updated following feedback.



Moved Councillor Taylor

Seconded Councillor Mates

That the Infrastructure Committee:

1. Provides feedback on the Community Gardens Policy (Attachment 1).
2. Subject to the inclusion of feedback in this meeting, recommends that the draft Community Gardens Policy is referred to General Council for endorsement.

carried

7.2 Footpath Strategic Review

Report Reference IC230905R7.2

The Manager Engineering, Assets and Environmental Sustainability, Mat Allen introduced Infrastructure Engineer, Daniel Chan who provided the Committee with a background of footpath management strategies relating to new footpath creation and provided options for strategic improvement.

Discussion from staff included:

- The main focus for tonight's meeting is driver 1. One footpath per road, and 2. Customer requests.
- Construction price increases from the tender schedules and for specific asset classes have increased between 15-30%.
- With the increased demands on budgets, how would we manage the increase in construction costs while maintaining our service levels?
- We need to consider refinement of current footpath strategies.
- Site constraints have inflated the cost of construction on some roads.
- Are we achieving value for money and are these assets critical, what is the risk for Council?
- Would Council like to set minimum and maximum services level?
- Is a Footpath Policy an item Council would consider, to provide consistency and transparency?

Discussion from the Committee included:

- Confirmed that \$710k per year is for new footpaths not renewal.
- Legislation does not state that we must provide any footpaths, however if we are putting in a footpath, the disability act states it should be at least 1.2 meters.
- If we went to have a policy to provide 1 footpath per street as a standard, when a renewal comes up would it be within the council's right to consider removing one of the footpaths if it was not required. Staff commented that community consultation would need to be considered.
- In a Policy, the type of language used needs to be considered.

IC230905 - Infrastructure Committee - 5 September 2023



- As we have virtually achieved the target of 1 footpath per street, why do we continue to have the same budget per year? Is it possible to see a reduction of 5% each year?
- A survey of cul-de-sacs indicated many residents did not want a footpath. An exception was if it is a way to the train station etc. That is a completely acceptable service standard.
- New developments where their gardens extend to the gutter, consideration should be given to exempting those streets from the 1 footpath policy.
- Like the idea of 1 footpath is enough policy at least for public consultation to determine the response.
- Include in the policy that the argument from residents 'because other streets have 2 footpaths, they should also have two footpaths', is not a valid argument.
- Include in the policy that if there has been community consultation where the community has said no, or not exceeding 50%, that there is a 10-year freeze on going out to consultation again.
- Confusion with some of the language and intent. Need to be clear and not subject to interpretation when used in the Policy.
- Governance and a clear strategy on what we can roll out. Setting expectations for our residents will help steer what we do in the future.
- Make it easier to approve/disapprove.
- If it is clearly stated in the policy and the information easily found, a service standard could consider that low traffic areas have 1 footpath maintained and the other side of the road reevaluated for potential uses.
- How would this policy link into the walking and cycling strategy? If saying no to the second footpath, will we be reducing access to the community and limiting those with mobility issues? Staff advised the walking and cycling guidelines is aimed more at the wider community and linking shared use paths and connectivity with train stations etc. The footpath policy is not aimed at inclusivity as such, but more to give residents value for money.
- How do we respond to disability access? Staff advised that the general response is that unfortunately a footpath may not be considered due to financial restraints and usage. It is a difficult question as we want to be inclusive, but it is important for the council to consider a balance for sustainability.

The chair invited Councillor Masika to provide feedback.

- Councillor Masika asked if the number of vehicles per day outlined in the presentation (3,000 per day) is provided by the Department of Infrastructure and Transport (DIT) or City of Marion? Staff responded that there is not a specific standard from DIT, the figure has been taken from other councils that have adopted that figure. This also aligns with our road hierarchy.
- The chair supported a policy which saves staff revisiting problems, providing criteria for when a 2nd footpath is considered.



7

- As with all policies, if a Council Member wishes to help a resident with a disability and the needs are greater than the majority they can come to Council with a Motion with Notice.

Moved Mayor Hanna

Seconded Councillor Taylor

That the Infrastructure Committee:

1. Notes the report and provides feedback on the Footpath Strategic Review presentation.

carried

7.3 Draft Asset Management Strategy 2023-2033

Report Reference IC230905R7.3

Unit Manager Asset Solutions, Brendon Lyons presented the Draft Asset Management Strategy 2023-2033 and the Community Engagement Plan for Committee feedback.

The Asset Management Strategy forms part of Council's Strategic Management Framework and designed to enable Council's Asset Management Policy.

The chair advised that the report will be taken as read and invited comments from the Committee.

Councillor Mates noted there is no mention of the value of our assets and could that be included at the beginning of the Strategy.

The chair invited Members to provide any additional feedback to staff.

Moved Mayor Hanna

Seconded Councillor Mates

That the Infrastructure Committee:

1. Notes and provides feedback on the draft Asset Management Strategy 2023-2033 (Attachment 1) and the Community Engagement Plan (Attachment 2).
2. Recommends the draft Asset Management Strategy 2023 –2023 and the Community Engagement Plan (with associated feedback addressed) is presented to the General Council Meeting on 12 September 2023 for consideration.

carried

8 Reports for Noting



8.1 Marion Water Project Update

Report Reference IC230905R8.1

The Water Resources Coordinator, Glynn Ricketts, provided the Committee with an update on the progress of Marion Water's current distribution project.

Marion Water is the name given to the water scheme in City of Marion, which is a public facing business, and we have progressed from just servicing our water needs to also supplying water to third parties. It is a financially self-sustained business unit and we have spent the last twelve months improving governance.

The main topic covered in the update was the distribution network extension project, including the location and pipe construction, and the electrical and mechanical contract, the injection and extraction well, the project timeline and budget and the Marion Water Structure.

Discussion by the Committee included:

- Should council consider extending this pipeline in the future, are we easily able to do a cost benefit analysis on where it is going and what the payback would be? Staff advised that we have future proofed the sites, pipes, pressure, and flow for extension such as the golf club, the Villawood land division, additional pipelines to our sports clubs on Majors Road and further north from Oaklands Wetland.
- It was noted the graph in attachment 8.1.1 on total water usage across CoM shows the SA Water usage and the Committee queried whether it is possible to show the increased usage of Oaklands water. Staff advised the green line shown on the graph is what we injected in the winter and orange is what we extracted in the summer.
- Staff will re-do the graph to make the water usage clearer.
- Comment made on the Marion Water Business was that it is an exciting project, having a business that will be self-funding in the long term and not having the reliance on SA water, that also the Water Business has a lot of scope for improvement.

Moved Councillor Taylor

Seconded Councillor Mates

That the Infrastructure Committee:

1. Notes the Reports and provides feedback on the progress of the distribution network extension project.

carried

9 Workshop / Presentation Items - Nil

10 Other Business



11 Meeting Closure

The meeting shall conclude on or before 8.00pm unless there is a specific motion adopted at the meeting to continue beyond that time.

The meeting was declared closed at 8.00pm

CONFIRMED THIS 7 DAY OF NOVEMBER 2023

CHAIRPERSON

10.2 Confirmation of Minutes of the Environment Committee Meeting held on 5 September 2023

Report Reference	GC231024R10.2
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Mitchell
Corporate Manager	Manager Office of the Chief Executive - Kate McKenzie
General Manager	Chief Executive Officer - Tony Harrison

REPORT OBJECTIVE

The purpose of this report is to facilitate the receiving and noting of the minutes of the Environment Committee meeting held on 5 September 2023.

EXECUTIVE SUMMARY

A summary of items considered by the Committee Members is noted below.

Reports for Discussion

- Soft Plastic Recycling – Submission to Parliament
- Coastal Monitoring Update

Reports for Noting

- Nil

RECOMMENDATION**That Council:**

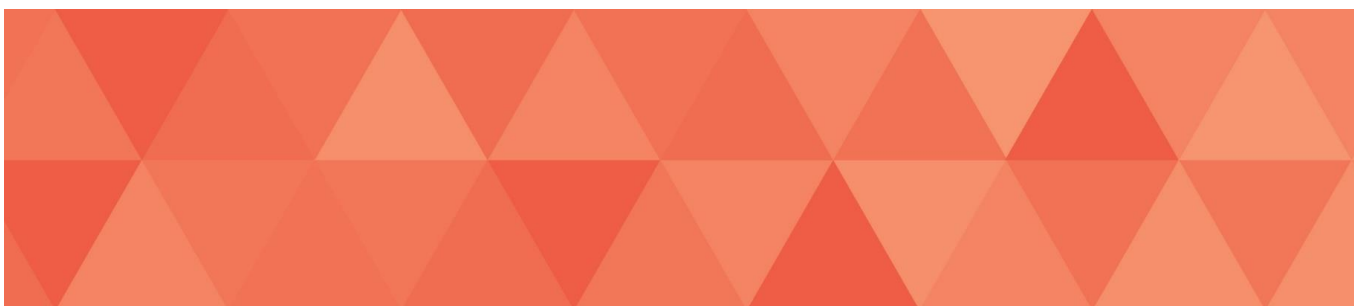
1. **Receives and notes the minutes of the Environment Committee meeting held on 5 September 2023.**
2. **Notes that separate reports will be brought to Council for consideration of any recommendations from the Environment Committee.**

ATTACHMENTS

1. E C 230905 - Final Minutes [10.2.1 - 9 pages]



**Minutes of the Environment Committee
held on Tuesday, 5 September 2023 at 8.00 pm
Council Chamber, Council Administration Centre
245 Sturt Road, Sturt**



**PRESENT**

Mayor Kris Hanna
Councillor Jason Veliskou (Chair)
Councillor Raelene Telfer
Councillor Sarah Luscombe
Councillor Joseph Masika

In Attendance

Chief Executive Officer - Tony Harrison
Acting General Manager City Services - Angela Allison
Manager Engineering, Assets and Environment – Mat Allen
Chief Financial Officer - Ray Barnwell
Executive Officer to the General Manager City Services - Colleen Madsen
Councillor Ian Crossland
Unit Manager Environmental Sustainability – Rebecca Neumann
Waste Education Officer – Allison Byrne

1 Open Meeting

The Chair opened the meeting at 8.05pm

2 Kaurna Acknowledgement

We acknowledge the Kaurna people, the traditional custodians of this land and pay our respects to their elders past and present.

3 Elected Member Declaration of Interest (if any)

The Chair asked if any member wished to disclose an interest in relation to any item being considered at the meeting

The following interests were disclosed:

- Nil

4 Confirmation of Minutes**4.1 Confirmation of Minutes of the Environment Committee Meeting held on 6 June 2023**

Report Reference EC230905R4.1

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Moved Councillor Telfer

Seconded Mayor Hanna

That the minutes of the Environment Committee Meeting held on 6 June 2023 be taken as read and confirmed.

Carried

5 Business Arising

5.1 Business Arising Statement - Action Items

Report Reference EC230905R5.1

The Committee discussed and noted the business arising statement, meeting schedule and upcoming items.

6 Confidential Items - Nil

7 Reports for Discussion

7.1 Soft Plastic Recycling - Submission to Parliament SA

Report Reference EC230905R7.1

The Unit Manager Environmental Sustainability, Rebecca Neumann introduced the Waste Education Officer, Allison Byrne who presented on the Soft Plastic Recycling Submission to Parliament SA for feedback from the Committee.

Discussion and feedback on the submission by the Committee included:

- Funding for Universities and Research Centres is important, and we should be encouraging the government to provide additional funding for research.
- **Section d) - the dot point relating to the 30% recycled plastic is important, move to the top of that section.**
- The Committee queried how can the government support business to put recycled products on their shelves?
- Staff clarified that packaging tax is an example of extended producer responsibility. That will also address the other matters of supermarkets putting packaging on the shelves in the first instance. It is a system for producers that come on board i.e., for the manufacturers of the packaging that supply the supermarkets that there is some tax or incentive imbedded in the manufacturing process so that they pay for the recycling content in their packaging, and the recycle content comes in the beginning of the packaging chain.
- Higher producer responsibility is a key issue to reduce soft plastic in the first instance.

The Chair acknowledged that Councillor Crossland has joined the meeting and invited him to participate in the discussion.



- The Committee commented on the fact that there is too much soft plastic in the shops to start with. They understand the need for marketing, but other pressures are needed to keep this under control.
- Due to the importance of section e) can that be moved as section a).?
- Noted that because there is no option for soft plastics for the community, we are going backwards in attitudes on at source waste separation. There may be a need to re-educate in the future.
- The Committee commented that soft plastics is a state government issue – the more non-recyclable plastics we get is a major problem. Whatever the government can do to reduce it, whether it be legislation that we can only use re-cyclable plastics, or a levy that would need to be used to make it financially sustainable for a business to build a plant and get rid of the recycle plastics sustainably.
- Discussion around SRWRA and the SMRF plant, that it cannot currently deal with soft plastic recycling. It is not that SRWRA is reluctant, they are interested in building a plant to recycle the soft plastic, however there are many considerations and potential risks to consider.
- The Committee acknowledged that the wording in the 3rd dot point under c) regarding SMRF reluctance had been provided by Chris Adams at SRWA, however **the Committee recommended changing the word ‘reluctant’ to ‘is unable to participate’.**
- Kerbside collection was discussed and commented that in 5 years’ time the methods of collections will have changed. The previous central collection points at supermarkets were good although they only captured around 2% of total volume. Reinforced the idea of liking “CDS” schemes. Needs to make it in the interest of the big recyclers to take the recyclable waste.
- The Committee discussed in section c), dot point three – to remove the words ‘a trial of kerbside collection. It was noted that the above is currently true, however it may not be true in the future. We need to be mindful of the sentiment we are suggesting for both now and into the future. **The Committee recommended changing it to ‘currently unable to.’**
- Supermarkets do have a bigger part to play, they do not need to wrap everything in plastic. They need to change their mindset.
- Alternatives to plastic need to be fit for purpose e.g., paper bags break with heavy items.
- The Committee commented that the point in section e) relating to poor quality plastic products is they should not be allowed to exist, and we should not be importing these products. This is an important point.
- Should there be a hierarchy of where soft plastics are needed i.e., due to the nature of the products, and using that to guide organisations/ businesses on what is allowed?
- Councillor Crossland advised he attended a waste conference a couple of years ago and heard about a type of plastic being used in Europe, which is starting to come to Australia which is difficult to recycle. Is not sure if staff are aware of this?
- **Additional feedback included that research has been done on bacteria that can eat plastic, and could this type of research be mentioned?**
- **Impact of microplastics in stormwater going out into the ocean and affecting the ecosystem. Could this be included in the submission?**



- Mixed plastics are a big issue and need to be regulated against.
- Better labelling is required to help build capacity and have informed consumer confidence in how to recycle.
- Staff commented that composite packaging is one of the big problem streams for stakeholders in waste management and the waste minimisation sector. One of the things that will help remove some of those issues is processes such as this that feeds through state and federal governments up to national targets. To meet those targets packaging will need to change.
- From a legislative standpoint, the federal government and those types of federal schemes will drive it as well as state government funding.

Moved Councillor Luscombe

Seconded Councillor Masika

That the Environment Committee:

1. Recommends that the draft submission to the Select Committee of the SA Legislative Council on "recycling of soft plastics and other recyclable material" (Attachment 1) is endorsed at the 12 September 2023 General Council Meeting subject to the inclusion of comments from the Environment Committee.

Carried

7.2 Coastal Monitoring Update

Report Reference EC230905R7.2

The Unit Manager Environmental Sustainability, Rebecca Neumann, provided the Committee with an update on Coastal Monitoring.

The update provided the following information:

- Coastal Climate Change Adaptation Response established in two different programs:
 - Adaptation Studies and Annual Monitoring Reports
- The coastline is not seeing immediate impacts to the sea level rise but is at risk.
- Council endorsed the monitoring program, including funding over a 5-year period.
- Another 18 months in this program left to complete.
- Details and information of Adaptation Study and Monitoring Reports are included in the cover report.
- The 2nd part of the report provides links to the previous reports. Includes the summary of information we have been collecting.
- Example of sea level rise modelling - Marino Cliffs was shown in a worst-case scenario and is in the adaptation study. This is the only location where inundation is likely to be an issue in the City of Marion. We are not looking at inundation as such but where we might be



seeing impacts at the base of the cliffs that could cause instability. Stormwater runoff may also have an impact.

- Monitoring program includes detailed studies of:
 - Changes in coastal terrain (erosion and accretion)
 - Storm impacts
 - Changes in wind and wave conditions
 - Stormwater impacts
 - Shoreline movement
- There are five CoastSnap monitoring points along the Marion coastline. A new QR code will enable the download of the images.
- The NSW government has mandated some CoastSnap areas along their coastline. We are seeing interest from other councils in this initiative.
- The Committee queried if there are any options for the photos not to be live until someone has reviewed them, to ensure nothing inappropriate has been taken. Staff commented that there have not been any issues.
- The coastal program is to understand risks to Council assets. Not seeing any that are immediately at risk, however there are some that may be in the future.
- Coastal walkway structures are not at risk.
- When the car park at Marino rocks café was put in the Coast Protection Board was not favourable of the car park going in and would not be liable for any remedial works that would be required. We have rated that car park as a high risk due to the impact of the sea. Currently looking to be very stable.
- Heron Way Reserve is in a high-risk area due to the erodible soft embankment and will need to be monitored. Field River mouth is also at high risk of damage from erosion.

Discussion from the Committee included:

- Recognising history is important, i.e., in 1996 we lost some homes on the Esplanade from cliff failure.
- Somewhere in our paperwork we should say that we would monitor the cliff and take reasonable measures to prevent erosion, but it is on the landowners who live on the Esplanade strips if there is a natural disaster with the cliffs that council will not take responsibility.
- In relation to private matters, CoM is trying to identify what risks are associated with houses located along the coastline. Stormwater management is a coastal climate change risk. There is nothing to say it will happen, however it needs to be continually monitored.
- Interface with the sea pool – how does that offer coastal protection? Staff commented that the whole area is at risk and the location of the sea pool is one of those areas. If we want to maintain the shoreline in that location, we will need to do some protective works and that may include rock remediation, a stone wall or increased vegetation management. The seaside pool could be part of those protective works. It will need to happen in stages.

Mayor Hanna left the meeting at 9.00pm



- The Committee queried if we identified what other parts need some work? If the option Council is looking at is not the only area at risk, we will have other expenses in the future. We do not want to create the false impression that what we do in that area will fix the whole problem.
- Staff advised that Option 3, which was included in the consultation includes an amount that identifies staged embankment protection.
- The Chair asked if all those options provided will fix all those issues or only option 3 fix all the issues in that area. Councillor Crossland mentioned that hopefully it is clear that the protection will only be for the location of the sea pool. The other two areas mentioned would be additional.
- Councillor Crossland also questioned if on the plan is there a benefit in having a split to the Field River mouth. South and North of Field River require different management options. North of the Field River we have dunes, the coastal walkway, and properties. It has different needs, with not much land left. Risk factors are different to those in the mouth.
- The Committee commented we need to look at future builds in the area. Do these areas become uninsurable in the future and how do we as a Council respond to that?
- Winds are coming from areas not expected and it will be interesting to see if we will need to build our walls in other places in the future.

Moved Councillor Masika

Seconded Councillor Luscombe

That the Environment Committee:

1. Notes the update on the coastal monitoring program and provides feedback / questions.

Carried

7.3 Environment Policy

Report Reference EC230905R7.3

The Unit Manager Environmental Sustainability, Rebecca Neumann presented the Committee with the draft City of Marion Environment Policy before a final draft is presented to General Council seeking endorsement.

The report was taken as read.

Discussion and feedback from the Committee included:

- **3. Objectives** - considerable discussion was had on the objectives and the use of the words 'circular economy' as this had more to do with government than council. A suggestion was to change the first dot point under that heading of 'Minimise waste.' Avoiding waste is not a

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preferred term and had general support from the committee to use 'minimise' instead. Staff advised the use of "avoid" waste comes from waste management hierarchy, and the intention of the Objectives is how council will deliver services, which includes avoiding waste and maximising resource recovery and supporting circular recovery.

- Due to the conjecture on this point, the chair suggested staff could bring this back to Council with some suggestions. The Committee agreed. Should Members have any further suggestions of changes, please email them through to Ms Neumann
- **4. Policy Scope and Implementation** – there was significant discussion on this section of the policy. As this is paramount to the policy, could the scope and implementation appear more evident i.e., either number the points or spread them out. Make it clearer what the scope is and what the implementation is. **Also list the bullets so that it starts with more punchy outcomes (not legislation and policy).**
- The Committee also queried whether we could split the section on scope and implementation. Staff advised that this was part of the Corporate Policy Template and could not be changed.
- **Reference/definition to ecologically sustainable development has been removed from the original policy. Can that be included?**
- **3. Objectives** – last dot point 'Environmental education and engagement. **Following the word 'community' can we include in brackets residents, schools, and businesses?**

Moved Councillor Masika, Seconded Councillor Luscombe

That the meeting be extend 10 minutes to compete discussion on the draft Environment Policy

Carried

- It was noted that there is no mention of pollution in the policy and there needs to be more emphasis on reducing pollution in our water, air, and land.
- Are we able to have a basic layman's version of the policy? Suggestions include a video on the website, possibly produced by staff.
- In relation to pollution, the chair mentioned the City of Mitcham's partnership with ShineHub, which supports community renewable energy and lower cost solar panels and batteries. Mitcham staff have a roadshow on the project and asked if any of the Members had an interest in having that as part of a future meeting or look at a combination through the Resilient South Group. The Committee agreed to consider this.

Moved Councillor Masika

Seconded Councillor Luscombe

That the Environment Committee:

1. Provides feedback on the draft Environment Policy (Attachment 3)
2. Subject to the inclusion of feedback in this meeting, recommends that the draft Environment Policy is endorsed by General Council.

EC230905 - Environment Committee - 5 September 2023



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Carried

8 Reports for Noting - Nil

9 Workshop / Presentation Items - Nil

10 Other Business

11 Meeting Closure

The meeting shall conclude on or before 9.30pm unless there is a specific motion adopted at the meeting to continue beyond that time.

The meeting was declared closed at 9.31pm.

CONFIRMED THIS 7 DAY OF NOVEMBER 2023

CHAIRPERSON

10.3 Confirmation of Minutes of the Planning and Development Committee Meeting held on 10 October 2023

Report Reference	GC231024R10.3
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Mitchell
Corporate Manager	Manager Office of the Chief Executive - Kate McKenzie
General Manager	Chief Executive Officer - Tony Harrison

REPORT OBJECTIVE

The purpose of this report is to facilitate the receiving and noting of the minutes of the Planning and Development Committee meeting held on 10 October 2023.

EXECUTIVE SUMMARY

A summary of items considered by the Committee Members is noted below.

Reports for Discussion

- Code Amendments Update
- Tunnel Protection Overlay Code Amendment
- Marion Road Code Amendment

Reports for Noting

- Development Services Activities Update
- Land Development Projects Update

Workshop/Presentation Items

- Greater Adelaide Regional Plan Discussion Paper

RECOMMENDATION

That Council:

1. **Receives and notes the minutes of the Planning and Development Committee meeting held on 10 October 2023.**
2. **Notes that separate reports will be brought to Council for consideration of any recommendations from the Planning and Development Committee.**

ATTACHMENTS

1. PD C 231010 - Final Minutes [**10.3.1** - 8 pages]



**Minutes of the Planning and Development Committee
held on Tuesday, 10 October 2023 at 5.30 pm
Council Chamber, Council Administration Centre
245 Sturt Road, Sturt**



**PRESENT**

His Worship the Mayor Kris Hanna
Councillor Nathan Prior (Chair)

In Attendance

Councillor Jayne Hoffmann
Councillor Sarah Luscombe
Councillor Raelene Telfer
Councillor Amar Singh
Chief Executive Officer – Tony Harrison
General Manager City Development – Tony Lines
Manager Development & Regulatory Services – Warwick Deller-Coombs
Senior Strategic and Policy Planner – David Barone
Team Leader Planning – Alex Wright
Acting Unit Manager Community Health and Safety – Stephen Zillante
Executive Officer to the General Manager City Development – Mina Caruso
City Activation Senior Advisor – Brett Grimm

1 Open Meeting

The Chair opened the meeting at 5.30pm.

2 Kurna Acknowledgement

We acknowledge the Kurna people, the traditional custodians of this land and pay our respects to their elders past and present.

3 Elected Member Declaration of Interest (if any)

The Chair asked if any member wished to disclose an interest in relation to any item being considered at the meeting.

Nil interests were disclosed.

4 Confirmation of Minutes**4.1 Confirmation of Minutes of the Planning and Development Committee Meeting held on 1 August 2023**

Report Reference PDC231010R4.1

Moved Mayor Hanna**Seconded Councillor Prior**

That the minutes of the Planning and Development Committee Meeting held on 1 August 2023 be taken as read and confirmed.



3

Carried Unanimously

5 Business Arising

5.1 Business Arising Statement - Action Items

Report Reference	PDC231010R5.1
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The Committee noted the business arising statement, meeting schedule and upcoming items.

6 Confidential Items – Nil

7 Reports for Discussion

7.1 Code Amendments Update

Report Reference	PDC231010R7.1
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The Senior Strategic and Policy Planner provided a brief update on recent and active Code Amendments (Council initiated).

The following discussion points were noted:

Horse Related Activities Code Amendment

- Engagement Plan and consultation materials are in the process of being prepared.
- Anticipating that consultation will commence in the final week of October for a period of 8 weeks. Consultation to end prior to the Christmas period.

Southern Suburbs Residential Policy Code Amendment

- There has been correspondence regarding some individuals not receiving letters. Staff are investigating the extent of the matter and have put a plan in place to rectify it, including an additional letter box drop and an additional drop-in session.
- The number of submissions received is currently sitting at 135; this figure includes submissions made through the Making Marion website and the Planning portal.

Centre Zones Code Amendments

- Consultation has commenced including a letter box drop.
- Landowners who have contacted Council have expressed support.

Moved Mayor Hanna

Seconded Councillor Prior

That the Planning and Development Committee:

1. Notes the report.

Carried Unanimously

7.2 Tunnel Protection Overlay Code Amendment

Report Reference	PDC231010R7.2
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Moved Mayor Hanna

Seconded Councillor Prior

That the Planning and Development Committee:

1. Notes the draft Tunnel Protection Overlay Code Amendment.
2. Recommends that Council makes a submission to the Department for Infrastructure and Transport advising that Council has no objection to the Code Amendment subject to:
 - a. activities by Councils, utility providers or state agencies associated with
 - excavation or intrusion of the ground exceeding 2.5 metres below ground level, including underground drains, pipes, conduits, tunnels, underground passageway, or adit; or
 - temporary stockpiling over an area exceeding 100 square metres;
 are listed as activities that are exempt from public notification against the relevant affected Zones covered by the Overlay; and
 - b. the tunnels (and extent of the Tunnel Protection Overlay area) are registered against Dial Before You Dig service to ensure awareness and notification of triggers for development approval to any interested parties.

Carried Unanimously

7.3 Marion Road Code Amendment

Report Reference PDC231010R7.3

The following discussion points were noted:

- Mayor Hanna queried the areas that had been developed so as to render rezoning redundant.
- Staff provided examples on Marion Road where this has happened.
 - The Sunrise Christian School (corner Marion and Sturt Roads), which has since been developed for a childcare as well as another location further along Marion Road which has also been developed into a childcare facility.
 - Four to five sites have been previously identified, of which two to three remain, one of which is the abandoned Skorpos petrol station.
- Council previously changed the Code Amendment and the current approved scope includes a focus on residential rezoning, which has some merit in the context of this strategic discussion about Marion's growth in the coming years.
- It was noted that the purpose of the paper linked to the upcoming agenda item 9.1 Greater Adelaide Regional Plan Discussion Paper where it is intended to have a broad discussion about Marion's strategic infill and corridor opportunities.
- The committee agreed that the code amendment be parked to give staff an opportunity to provide greater justification.

Moved Mayor Hanna

Seconded Councillor Prior

That the Planning and Development Committee:

1. Recommends Council give the Marion Road Code Amendment further consideration.

Carried Unanimously



8 Reports for Noting

8.1 Development Services Activities Update

Report Reference PDC231010R8.1

The following discussion points were noted:

- On average, there are less items going to CAP than there used to be. Are we in a position to go to bi-monthly meetings as there are several cost savings to consider?
 - Council's Assessment Manager (Team Leader Planning) is in regular communication with the CAP Presiding Member regarding the scheduling of meetings. In determining meeting frequency, the Assessment Manager reviews current applications, and existing assessment timeframes.
 - CAP has amended the meeting procedures to facilitate online meetings, when or if required.
 - The reduction in items considered by the CAP items can be attributed to a reduction in the types of development requiring Public Notification. Changes to the Planning and Design Code in March 2021 removed the requirement, in most zones, for most forms of development to be Notified. This change, in addition to others, has reduced the number of applications requiring Public Notification.
- Mayor Hanna queried the legislative requirements for monthly CAP meetings and what would prevent the council from opting for bi-monthly meetings.
 - The assessment timeframes define the frequency of meetings. If applications are due to be determined within the assessment timeframe, then a meeting must be held. The CAP is responsible for setting the meeting calendar through their General Operation Procedures. The General Operating Procedures are reviewed at the first meeting in July. It will be up to the Panel to determine any change in meeting frequency.
 - The current meeting schedule allows the flexibility of twice monthly meetings if needed. Despite a number of meetings being cancelled this year, the Assessment Manager believes the monthly meeting schedule is working effectively.
 - If the CAP does not have a meeting at which an application is due to be heard due to the amount of time remaining on its 'assessment clock', there may be a Deemed Consent notice issued which is an adverse outcome for Council.
- The verification process was queried. The figures in the report indicate that a significant amount of staff time is spent (back and forth) dealing with developers' applications.
 - Legislation does not allow a Relevant Authority to refuse an application during the verification stage.
 - The Act outlines the process for verification. When an application is submitted the Relevant Authority is provided with 5 business days to review and ensure all mandatory information has been provided. If all the required information has been provided the application can be lodged.
 - If an applicant does not provide the requested (mandatory) information, a letter will be sent to the developer. It is the applicant's responsibility to provide the requested information.
 - A 5-day verification timeframe is provided upon the submission of any outstanding information. Staff are allocated another 5 days to review and either seek fees (for formal lodgement) or seek further information (if still not provided).
 - Once an applicant sends information back to Council (even if it is inadequate) it restarts the assessment clock and requires Council to act.
- Councillor Prior suggested discussing this in greater detail off-line.



Moved Mayor Hanna

Seconded Councillor Prior

That the Planning and Development Committee:

1. Notes the report.

Carried Unanimously

8.2 Land Development Projects Update

Report Reference PDC231010R8.2

Moved Mayor Hanna

Seconded Councillor Prior

That the Planning and Development Committee:

1. Notes the report.

Carried Unanimously

9 Workshop / Presentation Items

9.1 Greater Adelaide Regional Plan Discussion Paper

Report Reference PDC231010R9.1

Council members were invited to attend a planned workshop to explore the Greater Adelaide Regional Plan (GARP) Discussion Paper prepared by the State Government, and out for consultation. The intent of the workshop is to explore ideas, opportunities and constraints about the future growth of the CoM that will then inform a submission back to the State Government.

The Senior Strategic and Policy Planner provided a presentation outlining an overview of the GARP Discussion Paper.

The following was noted during the presentation:

- Understanding the role and place of Regional Plans in the SA Planning System and their importance in informing future Code Amendments by Council or private entities.
- Projections show Greater Adelaide's population could grow by up to 670,000 people over the next 30 years and housing needs are also changing.
- Based on the SPPs and global trends, the Commission has proposed the following four outcomes to guide the discussion about how Greater Adelaide should grow.
 1. A greener, wider and climate resilient environment
 2. A more equitable and socially cohesive place
 3. A strong economy built on a smarter, cleaner regenerative future
 4. A great choice of housing in the right places
- Proposed areas of investigations, include master planned communities (greenfields development), satellite cities, strategic infill, regenerative neighbourhoods and activity centres.

The Discussion Paper is released for consultation until 6 November 2023, although Councils have been granted an opportunity to finalise and submit their comments immediately following their November meetings.

A working group including council members and the committee formed to discuss and identify the focus for the future growth across the City of Marion and consider the following:



- strategic infill sites – what's missing or inappropriate?
- identified corridors and their format / extent – agree?
- where are the regenerative neighbourhoods + activity centres opportunities – the right ones identified? Any missing?
- which areas (if any) should be protected from growth or better managed?

The group examined a map which outlines issues and opportunities identified by Council staff in previous workshops. In addition to the content identified within the GARP Discussion Paper, the map specifically identified:

- Additional strategic infill sites at Warradale Army Barracks site, Bus Depot site on Morphett Road, Morphettville Racecourse;
- Identification of current Hills Face Zone land adjacent Lonsdale Road / Barrumandi Drive for potential future residential growth;
- Protection of the Edwardstown / Melrose Park industrial precincts as traditional / advanced Manufacturing employment lands;
- Marion triangle focus for mixed use and source for apartment living;
- Selected areas for further investigations for regeneration around parts of Seaview Downs, Darlington, Seacombe Gardens / Sturt, Mitchell Park, Clovelly Park, Ascot Park, Park Holme and Edwardstown;
- Morphett Road as focus for future corridor with two main street precincts at the northern end and adjacent the Adelaide – Seaford rail line;
- Future new tram loop connecting from the existing Glenelg line along Morphett Road to Marion centre, and down diagonal road back to the Glenelg line;
- Potential focus for higher density housing along Morphett Road (north-south) and Bray / Raglan Streets (east-west);
- Strategic acquisition for open space in Edwardstown / South Plympton to account for current shortages and to service future growth in housing;
- Greater protection of character areas from inappropriate housing and retention of vegetation;
- Opportunity for tourism / eco-retail along Majors Road linked to Glenthorne Park and regional recreation facilities;
- Possible eco-village at O'Halloran Hill to support activity and population for Glenthorne National Park; and
- Protection and enhancement of coastal open space MOSS study area.

Discussions amongst the group resulted in documentation of the following notations outlined below.

- Ensure Marion Road doesn't divide community, maintain link – cross connectivity.
- Key focus for incentivising apartment blocks – how do we do this?
- Potential train destination above Sturt Linear Creek.
- Strategic Infill – Master Planned – consolidated sites are important.
- Corridors – challenge is getting consolidation of sites – needs focus.
- Apartments around the centre.
- Marion Centre – needs greater vision.
- Delivery – cheap and nasty want better quality.
- Strategically acquire land in a planned manner to ensure capacity for medium – higher density housing.
- Consideration of a main street precinct in Hallett Cove and / or Sheidow Park.
- Walkable / bike rideable places for young people to go that do not cost money.
- Better accessibility to the beach / coast.
- Trees as assets.
- Southern Area – support release of Sheidow land on Lonsdale Road for housing as well as urban greening.
- Consideration of bike routes / pedestrian routes. How do we need less cars?



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- Need to have a plan around managing urban heat islands effects e.g. black roofs and tree canopies.
- Support addition of tram route – important to consider every opportunity to include public transport especially climate sensitive transport (electric).

It is intended that the outcomes of the workshop discussion will be put back to all Council Members for further feedback before a draft submission is drafted and presented to Council at the 24 November GC meeting for endorsement.

Moved Mayor Hanna

Seconded Councillor Prior

That the Planning and Development Committee:

1. Provided feedback on the Greater Adelaide Regional Plan Discussion Paper for staff to present to Council for response to the State Planning Commission.

Carried Unanimously

6:31pm Mayor Hanna left the meeting.

Due to a lack of quorum, the meeting concluded.

10 Other Business

11 Meeting Closure

The meeting was declared closed at 6.31pm.

CONFIRMED THIS 5 DAY OF DECEMBER 2023

CHAIRPERSON

10.4 Confirmation of Minutes of the Review and Selection Committee Meeting held on 10 October 2023

Report Reference	GC231024R10.4
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Mitchell
Corporate Manager	Manager Office of the Chief Executive - Kate McKenzie
General Manager	Chief Executive Officer - Tony Harrison

REPORT OBJECTIVE

The purpose of this report is to facilitate the receiving and noting of the minutes of the Review and Selection Committee meeting held on 10 October 2023.

EXECUTIVE SUMMARY

A summary of items considered by the Committee Members is noted below.

Reports for Discussion

- Nil

Reports for Noting

- Council and CEO KPI Report Quarter Four 2022/23 - Final Results

RECOMMENDATION

That Council:

- 1. Receives and notes the minutes of the Review and Selection Committee meeting held on 10 October 2023.**
- 2. Notes that separate reports will be brought to Council for consideration of any recommendations from the Review and Selection Committee.**

ATTACHMENTS

1. RS C 231010 - Final Public Minutes [**10.4.1** - 7 pages]



**Minutes of the Review and Selection Committee
held on Tuesday, 10 October 2023 at 6.30 pm
Committee Room 1, Council Administration Centre
245 Sturt Road, Sturt**

**PRESENT**

His Worship the Mayor Kris Hanna
Councillor Jayne Hoffmann
Councillor Luke Naismith

In Attendance

Chief Executive Officer - Tony Harrison
Manager People and Culture - Sarah Vinall
Chief Financial Officer – Ray Barnwell
Councillor Raelene Telfer

1 Open Meeting

The Mayor opened the meeting at 6.32pm.

2 Kaurna Acknowledgement

We acknowledge the Kaurna people, the traditional custodians of this land and pay our respects to their elders past and present.

3 Elected Member Declaration of Interest (if any)

The Chair asked if any member wished to disclose an interest in relation to any item being considered at the meeting

No interests were disclosed.

4 Confirmation of Minutes**4.1 Confirmation of Minutes of the Review and Selection Committee Meeting held on 1 August 2023**

Report Reference	RSC231010R4.1
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Moved Councillor Hoffmann**Seconded Mayor Hanna**

That the minutes of the Review and Selection Committee Meeting held on 1 August 2023 be taken as read and confirmed.

Carried Unanimously

The Mayor sought and was granted leave of the meeting to vary the order of agenda items to the following:

RSC231010 - Review and Selection Committee Meeting - 10 October 2023



- 7.1 Council and CEO KPI Report Quarter Four 2022/23 - Final Results
- 5.3 Cover Report – Staff Movements and Exit Survey
- 5.1 Cover Report – CEO Performance and Remuneration Review
- 5.2 Cover Report – CEO Contract Review



7.1 Council and CEO KPI Report Quarter Four 2022/23 - Final Results

Report Reference RSC231010R7.1

The Committee discussed the overall KPI results, and invited explanatory comment from members of staff present. The Committee particularly discussed the results relating to staff engagement and requested that a report be presented to the Committee at the first meeting in 2024 regarding work on the Employee Value Proposition.

Moved Councillor Hoffmann

Seconded Councillor Naismith

That the Review and Selection Committee:

1. Notes this information and information contained within the attachments for Quarter four 2022/23 – final results.

Carried Unanimously

5 Confidential Items

5.3 Cover Report - Staff Movements and Exits Summary

Report Reference RSC231010F5.3

Moved Councillor Hoffmann

Seconded Councillor Naismith

That pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the Committee orders that all persons present, with the exception of the following persons: Chief Executive Officer, Manager People and Culture, Chief Financial Officer, Councillor Telfer, be excluded from the meeting as the Committee receives and considers information relating to Staff Movements and Exits Summary, upon the basis that the Committee is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to employee personal data.

Carried Unanimously

6.41pm the meeting went into confidence

Moved Councillor Naismith

Seconded Councillor Hoffmann

That the Review and Selection Committee:

1. Note the Staff Movements & Exit Survey Data Q1 – 2023-24 Report
2. In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Committee orders that this report, Staff Movements and Exits Summary, and any appendices arising from this report having been considered in confidence under Section 90(2) and (3)(a) of the Act, except when required to effect or comply with Council's resolution(s) regarding this

RSC231010 - Review and Selection Committee Meeting - 10 October 2023



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matter, be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2023.

Carried Unanimously

7.06pm the meeting came out of confidence

5.1 Cover Report - CEO Performance and Remuneration Review

Report Reference RSC231010F5.1

Moved Councillor Hoffmann

Seconded Councillor Naismith

That pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the Committee orders that all persons present, with the exception of the following persons: Chief Executive Officer, Manager People and Culture, Councillor Telfer be excluded from the meeting as the Committee receives and considers information relating to CEO Performance and Remuneration Review, upon the basis that the Committee is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to personal affairs of the Chief Executive Officer.

Carried Unanimously

7.07pm the meeting went into confidence

7.13pm Councillor Telfer left the meeting and did not return

7.28pm Mr Harrison left the meeting and did not return

7.40pm Ms Vinall left the meeting and did not return

Moved Councillor Naismith

Seconded Councillor Hoffmann

That the meeting be extended until the conclusion of all items listed on the agenda.

Carried Unanimously

7.59pm meeting extended

Moved Councillor Hoffmann

Seconded Councillor Naismith

In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Council orders that this report, CEO Performance and Remuneration Review, any appendices and the minutes arising from this report having been considered in confidence under Section 90(2) and (3)(a) of the Act, except when required to effect or comply with Council's resolution(s) regarding this matter, be kept confidential and not available for public inspection for a period of 12 months from the date of this

RSC231010 - Review and Selection Committee Meeting - 10 October 2023



meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2023.

Carried Unanimously

8.21pm the meeting came out of confidence

5.2 Cover Report - CEO Contract Review

Report Reference RSC231010F5.2

Moved Councillor Hoffmann

Seconded Councillor Naismith

That pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the Committee orders that all persons present, with the exception of the following persons: Manager People and Culture, be excluded from the meeting as the Committee receives and considers information relating to CEO Contract Review, upon the basis that the Committee is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to personal affairs of the Chief Executive Officer.

Carried Unanimously

8.22pm the meeting went into confidence

Moved Councillor Naismith

Seconded Councillor Hoffmann

In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Council orders that this report, CEO Contract Review, any appendices and the minutes arising from this report having been considered in confidence under Section 90(2) and (3)(a) of the Act, except when required to effect or comply with Council's resolution(s) regarding this matter, be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2023

Carried Unanimously

9.05pm the meeting came out of confidence

6 Reports for Discussion - Nil

7 Reports for Noting

8 Workshop / Presentation Items - Nil

9 Other Business

10 Meeting Closure



7

The meeting was declared closed at 9.06pm.

CONFIRMED THIS 5 DAY OF DECEMBER 2023

CHAIRPERSON

11 Corporate Reports for Decision

11.1 Park Terrace Road Closure Investigation

Report Reference	GC231024R11.1
Originating Officer	Acting Unit Manager - Engineering – Nathan Saxty
Corporate Manager	Manager Engineering, Assets and Environment - Mathew Allen
General Manager	General Manager City Services - Ben Keen

REPORT OBJECTIVE

The purpose of this report is to provide Council with an options analysis to close or partially close a portion of Park Terrace, Morphettsville (adjacent Plympton Park Sports and Recreation Club).

REPORT HISTORY

Report Reference	Report Title
GC230822M15.1	Park Terrace Road Closure Investigation

EXECUTIVE SUMMARY

This report has been prepared in response to a Motion with Notice carried at the General Council meeting on 22 August 2023. The Motion requested staff to present a comprehensive analysis of options to close or partially close a section of Park Terrace situated between the Morphettsville Racecourse and the Plympton Sports and Community Club.

The report outlines the following key components:

- Options and Layout Plans
- Pros and Cons analysis
- Estimated Costs
- Closure Process and Timeframes

The Motion that led to this report specifically highlighted the need to assess the impacts on traffic movement, parking, and engineering challenges in the area. This report will address these concerns by providing comprehensive information to assist the General Council in making an informed decision.

Furthermore, it is worth noting that a Plympton Park Sports and Recreation Club Master Plan consultant's report was presented at the 15 August 2023 Forum. This report discussed options for enhancing the Plympton Sports and Recreation Club facilities and the surrounding area. While the details of this report are confidential, it may have implications for the decision-making process concerning the closure of Park Terrace.

RECOMMENDATION

That Council:

1. **Considers a full road closure on Park Terrace, implemented either north of the roundabout at Milton Avenue or south of the junction with South Terrace - Option 1.**
2. **Undertakes community consultation for a proposed full road closure on Park Terrace.**

3. **Receives a further report at the General Council meeting in January 2024 on the community consultation for a full road closure on Park Terrace.**

OR

1. **Council considers a half-road closure on Park Terrace, implemented either north of the roundabout at Milton Avenue or south of the junction with South Terrace – Option 2.**
2. **Undertakes community consultation for a proposed half road closure on Park Terrace.**
3. **Receives a further report at the General Council meeting in January 2024 on the community consultation for a part road closure on Park Terrace.**

OR

1. **Notes that closing or partially closing Park Terrace would not result in a significant increase in available parking spaces, nor would it provide any material benefit to the Plympton Park Sports and Recreation Club Master Plan.**
2. **Considers car parking in conjunction with the streetscape upgrade for Park Terrace and South Terrace in line with the Streetscape Program - Option 3.**
3. **Continue to pursue parking opportunities in collaboration as part of the Plympton Park Sports and Recreation Club site upgrade.**
4. **Undertakes a Local Area Traffic Management study with the local community to ascertain traffic management treatments strategically placed throughout the suburb to address all the competing needs, following the completion of the Tram Overpass Project and SAJC development.**

BACKGROUND

At the General Council meeting on 22 August 2023, Council carried a Motion with Notice to request staff to present a report to the General Council Meeting on 24 October 2023 that outlines options to close or partially close a section of Park Terrace between the Morphetville Racecourse and the Plympton Sports and Community Club.

The report is to outline the following:

- Options and layout plans for a road closure or partial road closure.
- The pros and cons of each option.
- The estimated cost of each option.
- An outline of the process to close or partially close Park Terrace (including time frames).

The Motion referred to assessing the impacts relating to traffic movement, parking, and other engineering challenges within the area for the option analysis.

At the 15 August 2023 Forum, a Master Plan consultant's report was presented for the Plympton Park Sports and Recreation Club in relation to options for improving the Plympton Sports and Recreation Club facilities and surrounding area (FORUM230815R1.4 – Confidential Item).

DISCUSSION

PARK TERRACE, SOUTH PLYMPTON

CURRENT DESIGN CHARACTERISTICS

Park Terrace, South Plympton is currently classified as a local street within Council's Road Hierarchy Plan. Local Streets are generally expected to service 1,000 vehicles per day with a default urban speed limit of 50 km/h.

The current conditions and controls in Park Terrace are as follows:

- Road pavement width (kerb to kerb) is 7.9m, comprising of 3.2m trafficable lanes in either direction and a 1.5m 'full time' bicycle lane along the entire western side of the road.
- Total length of the street is approximately 1.02 kilometres.
- Park Terrace extends from Bray Street through to Wattle Terrace, providing a north-south connection within the suburb of Plympton Park.
- Roundabouts are located at the intersection with Milton Avenue and Hawker Avenue and standard T-intersections at all other side streets.
- The bicycle lane forms an important link within Council's Walking & Cycling network, providing a connection from Bray Street to the Mike Turtur Bikeway.
- Park Terrace provides direct access to forty eight (48) residential properties, with SAJC and Magic Millions sites situated on the opposing side and the Plympton Sports and Recreation Club located between Milton Avenue and South Terrace.
- On-street parking is permitted on the eastern side of the street with a 27m section of 'No Stopping at all times' north of the junction with Bray Street, to ensure safe access into and out of the street is maintained at all times.
- Indented 90-degree angled parking is provided on the western side of the street, between Milton Avenue and Wattle Terrace, equating to 27 car parking spaces.
- Broken centre dividing line is present for the entire length of the street to promote motorists to 'keep to the left,' whilst allowing them to legally cross the line when / if necessary to navigate around parked vehicles or cyclists.

TRAFFIC & PARKING DATA

Traffic data collected between December 2021 and September 2023 has been provided below to assist with understanding the current state in relation to traffic movements and service levels experienced in Park Terrace and the directly adjacent street network.

Road Name	Section of road	*AADT	**85%ile Speed (Km/h)	Av. Speed (Km/h)	AM Peak	PM Peak
Park Terrace	Bray street – Aldridge Avenue	2,014	52	46	199	188
	Shakespeare Avenue – Tennyson Avenue	1,432	55	49	160	141
	Tennyson Avenue – Milton Avenue	1,213	51	45	131	124
	Milton Avenue – South Terrace	1,088	47	40	120	115
	South Terrace – Wattle Terrace	308	38	32	29	30
Shakespeare Avenue	Park Terrace – Swinburne Avenue	291	44	36	22	29
	Byron Avenue – Blackler Avenue	454	50	42	3	39
Tennyson Avenue	Park Terrace – Swinburne Avenue	217	42	34	17	21
	Ferry Avenue – Byron Avenue	292	46	37	20	25
Milton Avenue	Park Terrace – Swinburne Avenue	228	47	36	19	23
	Swinburne Avenue – Ferry Avenue	300	44	36	22	30
Swinburne Avenue	Shakespeare Avenue – Tennyson Avenue	107	41	31	9	9
South Terrace	Ferry Avenue – Browning Avenue	1,526	50	44	162	147
	Herbert Street – Marion Road	1,512	47	40	97	129

* AADT is average annual daily traffic

** 85%ile speed is a recognised traffic engineering standard that indicates that 85% of motorists are travelling at this speed or less

For a complete summary of streets within the suburb of Plympton Park, please refer to Attachment 1 – Traffic data summary map and table.

As part of the Plympton Oval Masterplan Design, a parking review was undertaken by Stantec Australia Pty Ltd. This report highlighted that overall, the existing parking provision (approximately 190 car park spaces) satisfied the current demand with no evidence of overspill parking on Ferry Avenue, Milton Avenue, or on Stradbroke Avenue from the parking demand generated from the oval. There was also some spare capacity observed on the south side of South Terrace and the north side of Milton Avenue, at the eastern end.

OPTIONS

Conceptual layout plans have been developed to outline options to either close (Option 1) or partially close (Option 2) a portion of Park Terrace, Morphettville (adjacent Plympton Park Sports and Recreation Club). See Attachment 2 for layout plans.

OPTION 1 – FULL ROAD CLOSURE

This option can incorporate the full road closure either north of the roundabout at Milton Avenue or south of the junction with South Terrace, both provide the same number of car parks. A 6.0 metre road reserve is maintained, allowing 3.0 metre lanes in either direction to access the car parks. 90-degree car parks are proposed for both the eastern and western side of the street, with a total number of 76 car parks. The footpath along the eastern side of the road would need to be offset and constructed within the Plympton Park Sports facility. Approximately 25 existing trees would be required to be removed.

This option will significantly impede stormwater flows in the street and would require a new system to be implemented which would be in the order of an additional \$400k.

OPTION 2 – PARTIAL ROAD CLOSURE

This option can incorporate the half road closure either north of the roundabout at Milton Avenue or south of the junction with South Terrace, both provide the same number of car parks. A 6.0 metre road reserve is maintained, allowing 3.0 metre lanes in either direction to access the car parks, although with a 3.0m opening at either end to allow entry and exit in the chosen direction to align with the half road closure proposal. 90-degree car parks are proposed for both the eastern and western side of the street, with a total number of 72 car parks. The footpath along the eastern side of the road would need to be offset and constructed within the Plympton Park Sports facility. Approximately 24 existing trees would be required to be removed.

This option will also significantly impede stormwater flows in the street and would require a new system to be implemented which would be in the order of an additional \$400k.

OPTION 3 – STREETSCAPE PROJECT

As part of Council's endorsed Streetscape Program, Park Terrace and South Terrace, for its entirety, has been included within the Streetscape Program. Currently these projects are scheduled for design in 2027-2028 (South Terrace) and 2028-2029 (Park Terrace) financial years, with the construction to be undertaken in the subsequent financial year following the design. This option has been provided as Option 3, comprising of parking and verge development only and would require kerb and carriageway adjustment. It should be noted it would have less impact on stormwater in comparison to Options 1 and 2.

OPTION ANALYSIS

After careful consideration and review, these options have been summarised, including advantages / disadvantages, parking effect and estimated cost. Please refer to Attachment 3 – Summary of options and analysis.

RISKS

Council has experienced many stormwater issues in the City of Marion created by the installation of islands or traffic control devices. Whilst these devices serve their purpose from a traffic perspective,

having a sole focus on traffic outcomes will not consider all aspects of the engineering environment.

The Sturt Stormwater Management Plan (SMP) identifies issues in Park Terrace by way of its flood mapping. It is also these flows that already contribute to the flood plan mapping issues identified at the Morphettville Racecourse with 'nuisance' flooding being reported to Council in some of the streets leading into Park Terrace, with the flat terrain creating lack of stormwater movement in the catchment area.

Any interruption to gutter flows in the street may result in stormwater backing up to an extent that it overflows the footpath and driveways to enter private property. This would particularly relate to either a full road closure, or a half road closure.

It is advised that any physical barriers that impact stormwater flows will cause issues to road users and residents that do not currently exist. However, Infrastructure can be constructed to limit the impact and manage this. Further stormwater modelling assessment would be needed to be undertaken on any proposed road closure that impacts the stormwater flow. The potential design and construction of this new system could come at a high cost to council (high level cost estimates provided are around \$400,000).

PROCESS TO CLOSE A ROAD

To close or partially close a road, this can be undertaken by two methods which have been summarised below –

Closure under the Road Traffic Act – Section 32

- No Survey or Surveyor General lodgment fees – only advertising and mail out costs.
- Consultation and Notification requirements are as per the Roads (Opening and Closing) Act mentioned above.
- A Traffic Impact Statement will need to be prepared to outline the alteration(s) to the road.
- Does not change the land tenure, the land remains 'a public road.'
- In the future, if Council wants to reopen the road, the process is less onerous than reopening the road under the Roads (Opening and Closing) Act. (Same process as closing a road under the Road Traffic Act although in reverse).
- Service authorities have extensive legislative rights to install infrastructure in the public road network.
- Standard expected time frame to complete a road closure is 12 to 18 months.

Closure under the Roads (Opening and Closing) Act

- The cost of a road closure under the Roads (Opening and Closing) Act is estimated at \$7,000 - \$8,000 which includes engaging a surveyor to prepare plans and documents for lodgment with the Surveyor General.
- Upon road closure, the area of land (TBC and dependent on road closure option) would become community land and be included in a Community Land Management Plan.
- Public notification must be undertaken in accordance with the Act, which includes notice in the Government Gazette, notification to service authorities and to all persons who may be affected by the closure.
 - o Anyone can make an objection to the road closure which must be managed and considered by Council.
- A Traffic Impact Statement will need to be prepared to outline the alteration(s) to the road.
- In the future, if Council wants to re-open the road, it will require a revocation of community land process in accordance with the *Local Government Act 1999* and potentially open the road via a land division which is more onerous than a road closure under the Roads (Opening and Closing) Act.
- If service authorities want to install any infrastructure on the land, Council would need to grant an easement as service authorities' legislative rights do not apply to community land.
- Standard expected time frame to complete a road closure is 12 to 18 months.

STAFF RECOMMENDATION

Taking into consideration the above information, staff recommendation is to support Option 3, to continue to pursue parking opportunities (including South Terrace, Ferry Avenue and Milton Avenue) as part of the Plympton Park Sports and Recreation Club site upgrade and undertake future endorsed Streetscape Upgrades with the understanding that there are competing needs / activities occurring within the suburb of Plympton Park, namely the DIT Tram Grade Overpass project, proposed Villawood Morphettville SAJC development, both will have significant impacts on the traffic movements and therefore closing or half closing Park Terrace is considered not appropriate at this stage.

With the completion of the Tram Overpass project and Morphettville SAJC development and the proposed Streetscape development in 2029-2030, any potential future upgrades to the Plympton Sports and Recreation Club, and the endorsement of the Sturt Stormwater Management Plan, it will allow Council to undertake a Local Area Traffic Management study and workshop treatments, in conjunction with consultation with the community to strategically place treatments throughout the suburb to address all of the competing needs and to strategically align required projects.

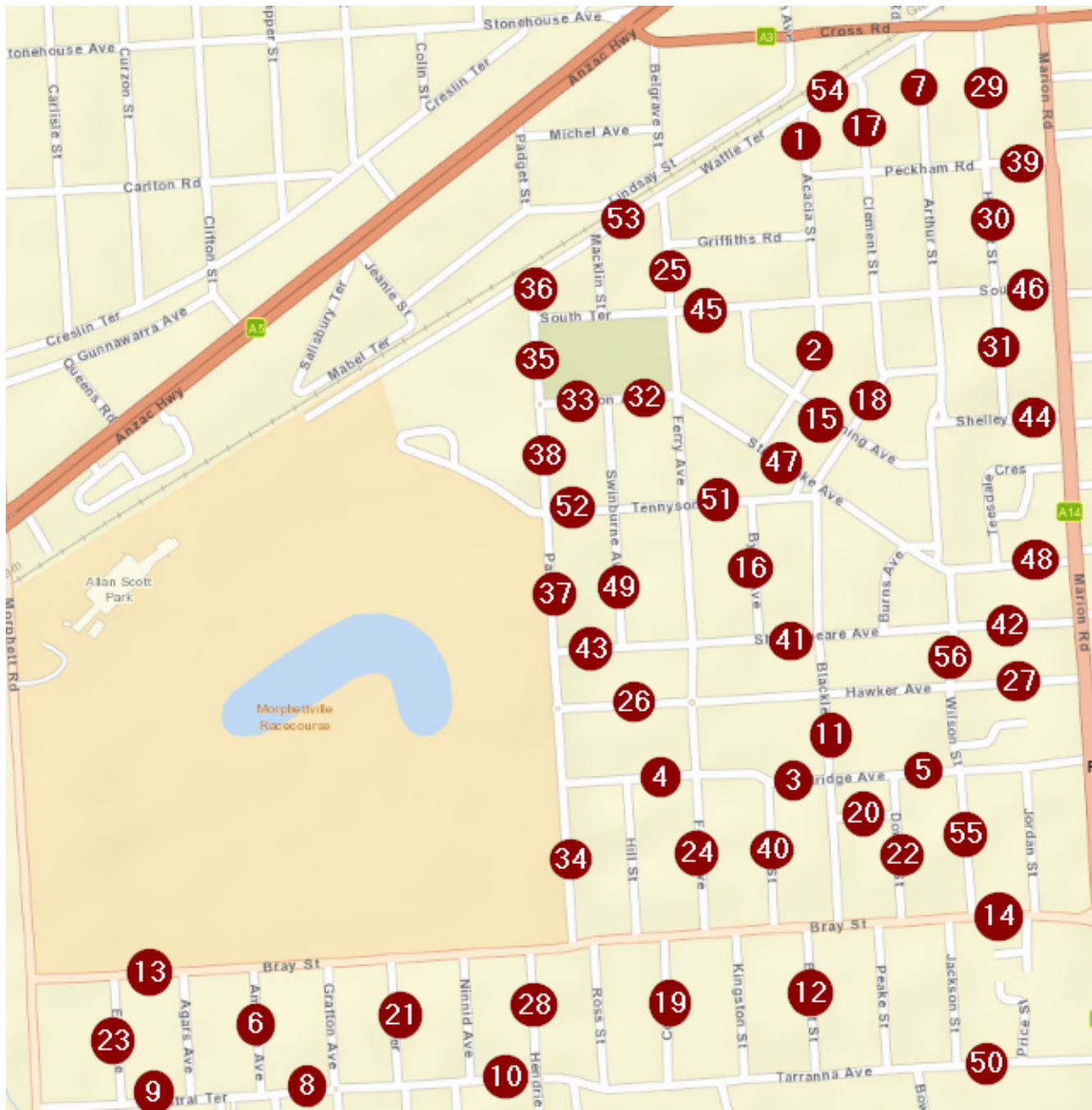
ATTACHMENTS

1. ATTACHMENT 1 Traffic Data Map and Table [11.1.1 - 2 pages]
2. ATTACHMENT 2 Layout Plans [11.1.2 - 3 pages]
3. ATTACHMENT 3 Summary of options and analysis [11.1.3 - 4 pages]



ATTACHMENT 1 – TRAFFIC DATA MAP AND TABLE

Traffic Survey Locations





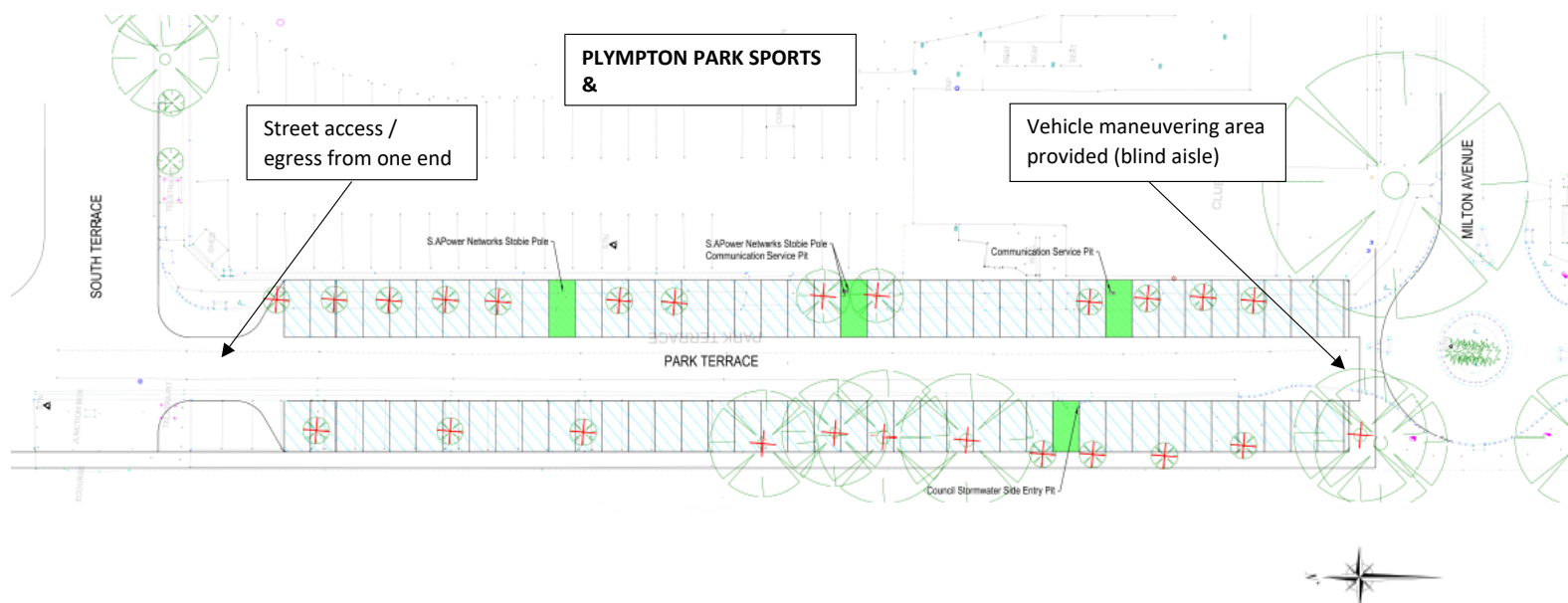
ATTACHMENT 1 – TRAFFIC DATA MAP AND TABLE

Traffic Survey Data

ID	Road Name	Location	Date	AADT (veh/day)	Mean Speed (km/h)	85% Speed (km/h)	AM Peak (veh/hr)	PM Peak (veh/hr)	Heavy Vehicle %
1	ACACIA STREET	WATTLE TERRACE - PECKHAM ROAD	13/12/2022	130	34	41	10	13	4.3%
2	ACACIA STREET	BROWNING AVENUE - SOUTH TERRACE	17/12/2022	117	31	38	9	13	5.0%
3	ALDRIDGE AVENUE	BLACKLER AVENUE - RALLI STREET	28/03/2021	627	40	47	57	63	0.3%
4	ALDRIDGE AVENUE	FERRY AVENUE - HILL STREET	24/03/2021	416	36	44	35	39	0.4%
5	ALDRIDGE AVENUE	WILSON STREET - DOWNER STREET	9/09/2022	893	41	49	60	84	2.0%
6	AMBROSE AVENUE	BRAY STREET - AUSTRAL TERRACE	25/10/2022	354	38	47	32	30	3.4%
7	ARTHUR STREET	WATTLE TERRACE - PECKHAM ROAD	13/12/2022	190	31	41	14	16	2.3%
8	AUSTRAL TERRACE	AMBROSE AVENUE - LECORNU AVENUE	22/11/2021	2408	43	49	214	228	3.9%
9	AUSTRAL TERRACE	ELLIS AVENUE - AGARS AVENUE	22/11/2021	2875	46	53	261	263	3.2%
10	AUSTRAL TERRACE	NINNID AVENUE - HENDRIE STREET	22/11/2021	1658	38	44	142	167	3.5%
11	BLACKLER AVENUE	HAWKER AVENUE - ALDRIDGE AVENUE	24/11/2022	311	36	43	23	27	5.2%
12	BOUCAUT STREET	BRAY STREET - TARRANNA AVENUE	25/10/2022	230	36	45	15	20	3.4%
13	BRAY STREET	ELLIS AVENUE - AGARS AVENUE	25/10/2022	8116	49	54	575	669	6.2%
14	BRAY STREET	WILSON STREET - JORDAN STREET	25/10/2022	8735	47	52	610	704	3.6%
15	BROWNING AVENUE	ACACIA STREET - CLEMENT STREET	2/12/2022	73	35	44	6	6	5.3%
16	BYRON AVENUE	TENNYSON AVENUE - SHAKESPEARE AVENUE	24/11/2022	78	31	40	7	6	4.0%
17	CLEMENT AVENUE	WATTLE TERRACE - PECKHAM ROAD	13/12/2022	131	30	38	10	11	2.9%
18	CLEMENT STREET	BROWNING AVENUE - SCOTT AVENUE	2/12/2022	222	32	39	21	21	6.0%
19	COLES STREET	BRAY STREET - TARRANNA AVENUE	25/10/2022	268	39	49	21	20	10.3%
20	DAWBER DRIVE	BLACKLER AVENUE - DOWNER STREET	9/09/2022	38	23	31	3	4	3.0%
21	DON TERRACE	BRAY STREET - AUSTRAL TERRACE	25/10/2022	303	34	41	28	25	1.2%
22	DOWNER STREET	ALDRIDGE AVENUE - BRAY STREET	24/11/2022	216	33	43	16	18	2.2%
23	ELLIS AVENUE	BRAY STREET - AUSTRAL TERRACE	25/10/2022	274	31	43	20	23	4.4%
24	FERRY AVENUE	ALDRIDGE AVENUE - BRAY STREET	25/10/2022	1056	41	48	80	95	8.6%
25	FERRY AVENUE	GRIFFITHS ROAD - SOUTH TERRACE	2/12/2022	310	34	41	30	31	4.4%
26	HAWKER AVENUE	PARK TERRACE - FERRY AVENUE	24/11/2022	276	37	47	22	22	3.5%
27	HAWKER AVENUE	WILSON STREET - MARION ROAD	24/11/2022	385	35	45	36	41	2.3%
28	HENDRIE STREET	BRAY STREET - AUSTRAL TERRACE	25/10/2022	2746	45	51	205	236	7.2%
29	HERBERT STREET	CROSS ROAD - PECKHAM ROAD	11/04/2022	1507	42	49	211	150	3.4%
30	HERBERT STREET	SOUTH TERRACE - PECKHAM ROAD	11/04/2022	949	40	46	124	96	3.1%
31	HERBERT STREET	SHELLEY AVENUE - SOUTH TERRACE	11/04/2022	274	39	47	23	31	2.7%
32	MILTON AVENUE	SWINBURNE AVENUE - FERRY AVENUE	2/12/2022	300	36	44	22	30	5.1%
33	MILTON AVENUE	PARK TERRACE – SWINBURNE AVENUE	12/09/2023	228	36	46	19	23	6.9%
34	PARK TERRACE	BRAY STREET - ALDRIDGE AVENUE	12/11/2021	2014	46	52	199	188	0.5%
35	PARK TERRACE	MILTON AVENUE – SOUTH TERRACE	12/09/2023	1088	40	47	120	115	6.3%
36	PARK TERRACE	SOUTH TERRACE - WATTLE TERRACE	12/11/2021	308	32	38	29	30	0.4%
37	PARK TERRACE	SHAKESPEARE AVENUE - TENNYSON AVENUE	12/11/2021	1432	49	56	160	141	0.6%
38	PARK TERRACE	TENNYSON AVENUE – MILTON AVENUE	12/09/2023	1213	45	51	131	124	4.7%
39	PECKHAM ROAD	MARION ROAD - HERBERT STREET	26/06/2019	674	38	45	50	72	3.8%
40	RALLI STREET	BRAY STREET - ALDRIDGE AVENUE	3/06/2022	170	35	44	12	16	3.3%
41	SHAKESPEARE AVENUE	BLACKER AVENUE – BYRON AVENUE	12/09/2023	454	42	50	30	39	3.4%
42	SHAKESPEARE AVENUE	MARION ROAD - WILSON AVENUE	26/06/2019	741	44	51	51	63	3.7%
43	SHAKESPEARE AVENUE	PARK TERRACE – SWINBURNE AVENUE	12/09/2023	291	36	43	22	29	2.2%
44	SHELLEY AVENUE	HERBERT STREET - MARION ROAD	2/12/2022	372	35	44	32	41	5.1%
45	SOUTH TERRACE	FERRY AVENUE - BROWNING AVENUE	13/12/2022	1526	44	50	162	147	7.4%
46	SOUTH TERRACE	HERBERT STREET - MARION ROAD	13/12/2022	1512	40	47	97	129	7.4%
47	STRADBROKE AVENUE	ACACIA STREET - TENNYSON AVENUE	2/12/2022	320	41	50	23	30	2.9%
48	STRADBROKE AVENUE	TEESDALE CRESCENT - MARION ROAD	2/12/2022	740	43	50	51	72	5.5%
49	SWINBURNE AVENUE	TENNYSON AVENUE - SHAKESPEARE AVENUE	24/11/2022	107	31	41	9	9	6.2%
50	TARRANNA AVENUE	PRICE STREET - JACKSON STREET	22/02/2019	577	41	54	41	54	4.3%
51	TENNYSON AVENUE	FERRY AVENUE - BYRON AVENUE	2/12/2022	292	37	46	20	25	7.9%
52	TENNYSON AVENUE	PARK TERRACE – SWINBURNE AVENUE	12/09/2023	217	33	42	17	21	8.4%
53	WATTLE TERRACE	MACKLIN STREET - FERRY AVENUE	13/12/2022	315	38	48	22	38	3.2%
54	WATTLE TERRACE	CLEMENT AVENUE - ARTHUR STREET	13/12/2022	378	38	46	21	43	4.5%
55	WILSON STREET	ALDRIDGE AVENUE - BRAY STREET	15/09/2021	627	37	44	58	63	2.7%
56	WILSON STREET	SHAKESPEARE AVENUE - HAWKER AVENUE	24/11/2022	574	31	37	69	55	2.1%



ATTACHMENT 2 – LAYOUT PLANS



OPTION 1 – FULL ROAD CLOSURE

No. of car parks provided = 76 spaces

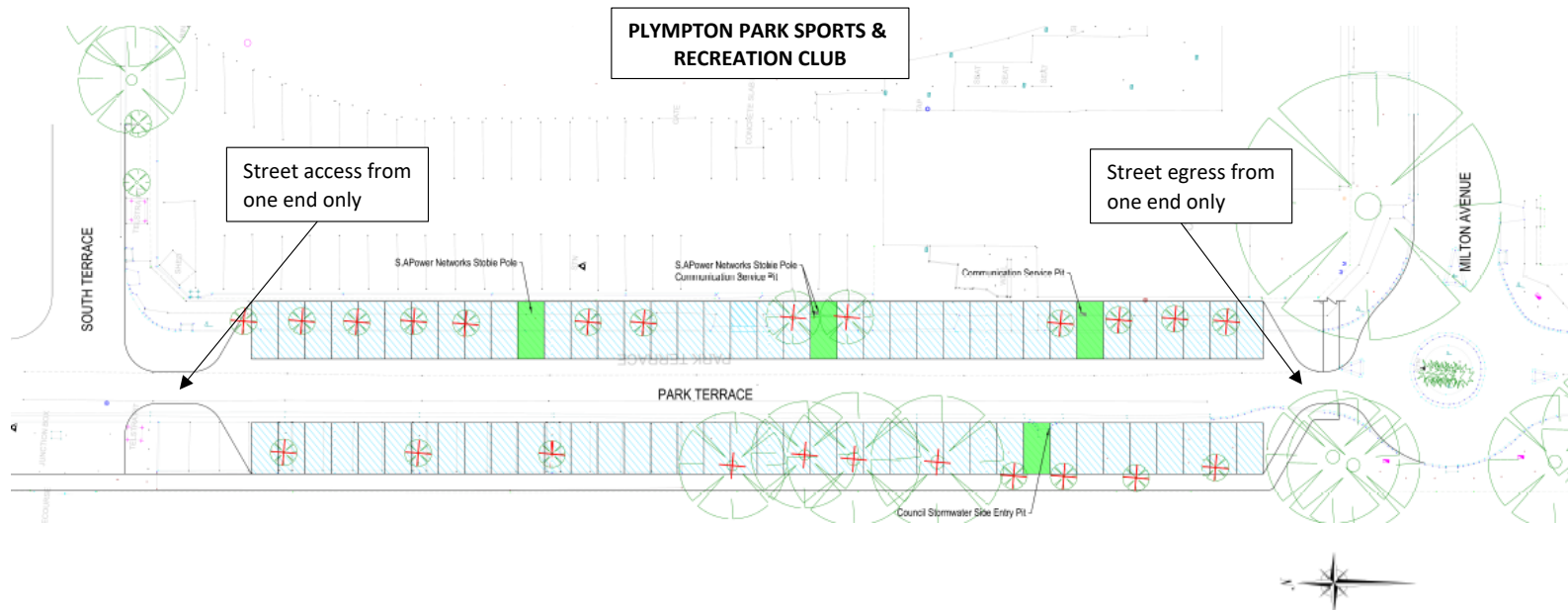
No. of street trees to be removed = 25

Cost Estimation = \$461,946*

* Does not include provision for new parallel drainage system which would be in the order of \$400,000.



ATTACHMENT 2 – LAYOUT PLANS



OPTION 2 – HALF ROAD CLOSURE

No. of car parks provided = 72 spaces

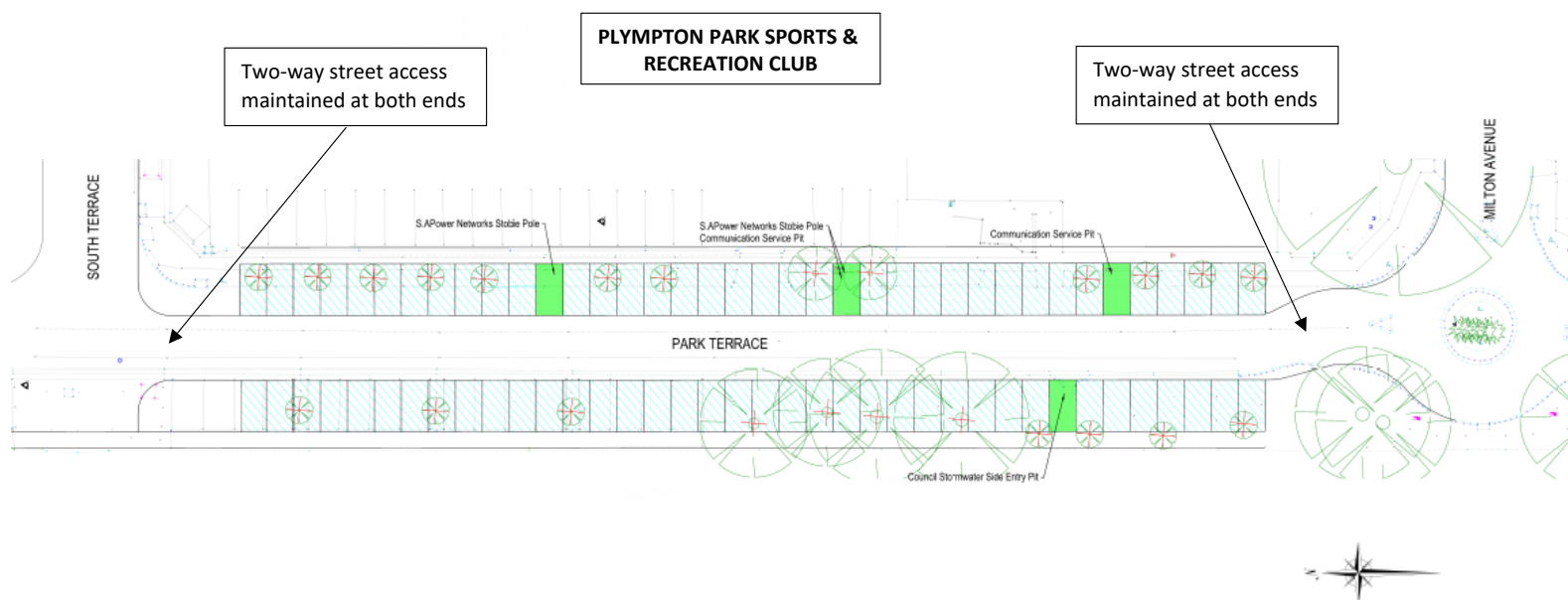
No. of street trees to be removed = 24

Cost Estimation = \$455,048*

* Does not include provision for new parallel drainage system which would be in the order of \$400,000.



ATTACHMENT 2 – LAYOUT PLANS



OPTION 3 – STREETSCAPE UPGRADE

No. of car parks provided = 72 spaces

No. of street trees to be removed = 24

Cost Estimation = \$461,946*

* Whilst the streetscape upgrade option still involves kerb adjustment and constraining of carriageway, it has less impact on stormwater in comparison to Option 1 and 2.



ATTACHMENT 3 – SUMMARY OF OPTIONS AND ANALYSIS

Option	Advantages	Disadvantages	Effect on Parking	Estimated Cost
Option 1 Full road closure prohibiting both north and southbound traffic movements	<ul style="list-style-type: none"> Eliminates through traffic on the northern section of Park Terrace derived from motorists attempting to avoid potential delays / congestion when using sub-arterial and arterial road network. Traffic speeds along Park Terrace will be reduced within proximity of closure. Would limit additional traffic flows and demand associated from future SAJC development (188 terrace houses and 36 apartment dwellings currently proposed). Devices used to implement closure can be landscaped to look appealing. Provides opportunity to further explore alternative road reserve use north of the roundabout and adjacent the sports grounds. 	<ul style="list-style-type: none"> Does not yield significantly different additional parking compared to Option 2, Option 3 and site master plan. Restricted access to and from the proposed SAJC development. Will transfer traffic to other roads currently not experiencing high volumes i.e., Milton Avenue / Tennyson Avenue and Shakespeare Avenue. Emergency service vehicle access would be impacted. Minor additional drive distance for residents. Approx 25 existing street trees would be required to be removed. Additional maintenance for the device and associated assets to close the road, including landscaping. Access to the Plympton Oval would not be as direct from the south, patrons would need to access from the west or use alternative streets north of Bray Street in lieu of Park Terrace i.e. Ferry Avenue which connects as far north as Wattle Terrace. Ferry Avenue is a local road and currently has daily volumes recorded of up to 1,056 (Bray St end) reducing down to 310 north of South 	<ul style="list-style-type: none"> Maximum of 76 car parks can be created (90-degree parking on both sides of the street) 	<ul style="list-style-type: none"> \$461,946* <p>* Does not include provision for new parallel drainage system which would be in the order of \$400,000.</p>



ATTACHMENT 3 – SUMMARY OF OPTIONS AND ANALYSIS

		<p>Terrace.</p> <ul style="list-style-type: none"> • Access to Tram Station on Wattle Terrace would be less direct from the south. • Street lighting would need to be sufficient to ensure new traffic control device is visible and compliant. • Waste service may be impacted (dependent on their service route) • Provision for cyclists would need to be considered due to interruption of existing bicycle lane. • To travel east and / or north-east from SAJC development, motorists would have no choice other than to use remaining 'east to west' streets, being Shakespeare Avenue (Local Road – 741 AADT) which provides direct access to Marion Road (left and right out) or Tennyson Avenue (Local Road – 292 AADT) to then navigate onto Stradbroke Avenue (Local Road – 749 AADT) or other streets that provide access further north and north-east to Marion Road / Cross Road. 		
<p>Option 2 Half road closure prohibiting either northbound or</p>	<ul style="list-style-type: none"> • Traffic movements on Park Terrace will be reduced. • Improved amenity within northern section of Park 	<ul style="list-style-type: none"> • Does not yield significantly different additional parking compared to Option 1, Option 3 and site master plan. • Would divert local community not 	<ul style="list-style-type: none"> • Maximum of 72 car parks can be created (90-degree parking 	<ul style="list-style-type: none"> • \$455,048* <p>* Does not include provision for new parallel drainage system which</p>



ATTACHMENT 3 – SUMMARY OF OPTIONS AND ANALYSIS

southbound traffic movements	<p>Terrace.</p> <ul style="list-style-type: none"> • Devices used to implement closure can be landscaped to look appealing. • Would assist to distribute the AM or PM peak to other streets. • Reduce conflict points. • Would act as a traffic calming device, with motorists needing to slow down to navigate the one-way treatment. • Access for residents is still available, although less direct (in one direction). 	<p>considered to be 'rat running' to then use other streets to navigate around the closure, which currently do not have high volumes.</p> <ul style="list-style-type: none"> • Approx 24 existing street trees would be required to be removed. • Would restrict either the AM or PM peak traffic movements. • Depending on how the half closure is implemented, evidence suggest from previous experience it can promote motorists to disobey the treatment and cause safety concerns. • Access to Tram Station on Wattle Terrace would be less direct from the south or north, dependent on how the half road closure is implemented. • Provision for cyclists would need to be considered due to interruption of existing bicycle lane. This is dependent on how closure is implemented i.e., if northbound movements are still permitted then the bicycle lane can continue and would not impact cyclists. • Street lighting would need to be sufficient to ensure new traffic control device is visible and compliant. • Emergency service vehicle access would be impacted. • Waste collection service may be impacted (dependent on their service 	on both sides of the street)	would be in the order of \$400,000
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ATTACHMENT 3 – SUMMARY OF OPTIONS AND ANALYSIS

		<ul style="list-style-type: none"> route). Additional maintenance for the device used and associated to close the road, including landscaping. Additional drive distance for residents. 		
Option 3 Streetscape Upgrade	<ul style="list-style-type: none"> Improved amenity for entire length of Park Terrace (not just northern section). Due to parking activity, may be less desirable to drive along this section of road to avoid potential conflicts. Opportunity to explore traffic calming holistically. 	<ul style="list-style-type: none"> Does not yield significantly different additional parking compared to Option 1, Option 2 and site master plan. Approx 24 existing street trees would be required to be removed. Services such as SA Power Networks stobie poles, communication pits and Council stormwater assets would require alteration / relocation which is costly. The streetscape upgrades may not reduce traffic speeds or volumes. Additional maintenance required following streetscape upgrade. 	<ul style="list-style-type: none"> Maximum of 72 car parks can be created (90-degree parking on both sides of the street) 	<ul style="list-style-type: none"> \$461,946* <p>* Whilst the streetscape option still involves kerb adjustment and constraining of carriageway, it has less impact on stormwater in comparison to Option 1 and 2.</p>

11.2 Mitchell Park Sports and Community Management Model

Report Reference	GC231024R11.2
Originating Officer	Unit Manager Recreation & Cultural Facilities – Nathan Byles
Corporate Manager	Manager City Property – Thuyen Vi-Alternetti
General Manager	General Manager City Development – Tony Lines

Report Reference	Report Title
GC210511D01	Mitchell Park Sports & Community Centre Management Model
EMF210518R04	Sports Hub Management Models – Cove and Mitchell Park – Confidential
GC210622F04	Mitchell Park Sports & Community Centre Management Model
GC220125R11.1	Mitchell Park Sports and Community Centre Resourcing
Forum230926R	Mitchell Park Sports and Community Centre Management Model

REPORT OBJECTIVE

The purpose of this report is to seek Council's endorsement for City of Marion (CoM) to continue management of Mitchell Park Sports and Community Centre (MPSCC) for a further five years concluding on 30 June 2029.

EXECUTIVE SUMMARY

Council endorsed managing the Mitchell Park Sports and Community Centre (MPSCC) for the first 2 years of operation to support the clubs and stakeholders based at the facility. The current in-house management model allows these entities to focus on their core sporting and community deliverables.

The facility opened on 14 June 2022, and CoM has now managed MPSCC for 16 months. MPSCC is home to nine clubs, one peak body, two commercial lease holders and the Mitchell Park Neighborhood Centre. It is one of the most complex sports and community hubs to operate in South Australia. Each stakeholder based at MPSCC requires the facility to provide a home that welcomes and supports their participants and spectators while delivering valuable outcomes to the local and extended community.

The following stakeholders have licenses at the MPSCC facility:

1. Mitchell Park Football Club	7. Austral Phoenix Volleyball Club
2. Mitchell Park Cricket Club	8. Adelaide Remote Controlled Raceway
3. Mitchell Park Netball Club	9. South Adelaide Rugby League Club
4. Mitchell Park Tennis Club	10. Dover Gardens Dog Obedience Club
5. South Adelaide Basketball Club	11. Basketball SA
6. SEDA College (commercial tenant)	12. SPARC Fitness (commercial tenant)

Council's City Property team, comprised of an onsite Facility Manager and two contract Venue Support Officers (2.7 FTE total), oversees the application of the licensed use of the facility,

stakeholder relations, repairs, maintenance, and the operation of the upstairs food and beverage area (bistro, functions, and events) with resourcing also provided via outsourced casual labor hire. The original CoM management model had the catering component outsourced however this did not eventuate due to limited EOI interest. Council has consequently been operating the catering component using a mix of CoM contract staff and casual outsourced labour hire. Should CoM continue with the management of the MPSCC then the casual labour roles would be converted to contracts. This will refine operations in the food and beverage area and remove the premium paid on casual labour hire.

This report seeks Council endorsement for continuation of the CoM in-house management model at MPSCC for a further 5-year period, which would provide stability for stakeholders, our community, and staff, and allows:

- The negotiation of new license agreements for up to 5 years, post 30 June 2024 in line with Council's Leasing & Licensing Policy under delegation.
- Extension of the current staff contracts at MPSCC to align with the in-house management model period.
- MPSCC to take bookings and events post 30 June 2024.
- Plans for the delivery of programming and engagement of external hirers post 30 June 2024 to begin.

No additional budget for MPSCC will be required.

RECOMMENDATION

That Council:

1. **Endorses the continuation of the current in-house management model of MPSCC for a further 5 years, concluding 30 June 2029.**
2. **Notes that a further report will be presented to Council in August 2027 providing a mid-term operations overview.**

1. Background

In recent years, several reports have been presented to Council regarding multipurpose facility management models available for consideration to operate MPSCC. Review and consultation have been undertaken on potential management options, which has included:

- Site visits to other multisport hubs to review the facilities and observe alternate management models, such as outsourcing and community boards.
- Meeting with other councils to discuss external management, professional boards and inhouse management of their facilities.

MPSCC was redeveloped to achieve the following objectives for CoM:

- Service the needs of sporting Clubs and user groups.
- Provide an opportunity for the NHC to utilise the variety of spaces to deliver and expand programs.
- Provide for broader community club activities.
- Provide a venue for events and functions, meetings, and other hire opportunities.

Based on the above objectives, Members have previously selected the following criteria for management models:

- Stakeholder and community satisfaction
- Utilisation

- Financial performance
- Assess CoM management capability of a multi-purpose facility.

Council at its meeting 22 June 2021 agreed to manage MPSCC for an initial two year period, scheduled to conclude on 30 June 2024.

2. Operations Overview

- Council's City Property team oversees the application of the licensed use of the facility, stakeholder relations, repairs, and maintenance, and operates the upstairs food and beverage area (bistro, functions, and events).
- The Community Connections team staff the NHC and provides customer service, community programs and bookings for the activity rooms, function rooms, and indoor courts between 9am to 4pm weekdays. They also organise hire of allocated spaces outside of these hours in liaison with the facilities management team.
- Council generates revenue from license fees, food, and beverage revenues (function rooms), hire fees, and pays all outgoings for repairs and maintenance, utilities, staffing (facility operations).
- An advisory committee has been successfully formed and meets every 2-3 months, this committee encompasses all the core user groups of the site as well as ward members to work with the facility management team and provide ongoing feedback and input into the facilities operations, but with no decision-making authority.
- City Property staff employed by CoM at the venue are contracted until 26 January 2024.
- All Clubs have a license for the facilities at MPSCC due to expire on 30 June 2024, noting Dover Gardens Dog Club entered a lease starting 14 June 2022 that concludes 14 June 2027 and includes a guarantee for a further extension to the end of 2029.

3. Food and Beverage Operations

- After an unsuccessful EOI council undertook operation of the Food and Beverage service. This service is delivered by the Facility Management team combined with a small team of outsourced staff (chefs, wait staff, venue support officers).
- Operation of this service has proven beneficial, Council has greater control of the menu, pricing, and quality control, which has been well received and enabled creation of the club rebate system.
- The revenue from Council's food and beverage operations has more than doubled predicted figures during the first twelve months of operation. Due to higher-than-expected trade, wage costs are also well above budget, but still in line with the percentage of cost increases against revenue.
- The food and beverage service operated at profit over the first twelve months, to reduce Council's net operating cost of the facility.
- 66% of sales in this area are directly associated with clubs and 34% the local community.

4. Financial Performance

- From July 2022 to June 2023, MPSCC operated at a net cost of \$364,727 inclusive of all maintenance, utilities and food and beverage operations.
- This net figure is inclusive of \$83,221 start-up costs associated with set up of the new facility, primarily to deliver the food and beverage service. The annual cost for 2022/23, after removing these start-up costs, was \$281,506.

5. Club Revenue

- Clubs operating the canteen and kiosk create returns from their operations.
- The Mitchell Park Football Club operates the external canteen in the winter season, the Mitchell Park Cricket Club has the rights to operate the canteen for the summer season, and South Adelaide Basketball Club the internal kiosk all year round.
- In line with Council's resolution, all licensed clubs receive a return from trade over the beverage and kitchen sales allocated by customers to their respective clubs (Club Beverage Return = 10% less COGS; Club Kitchen Return = 5%).
- The club rebate system drives increased utilisation of the Food and Beverage service and creates club-based returns from sales generated by each club.
- \$17,823.20 revenue was returned to clubs under this system from 1 July 22 to 30 June 23.

6. Current Staffing resourcing

Councils City Property team resources the facility with 2.7 FTE, consisting of:

- Contract Facility Manager (Level 6) 1.0 FTE
- 2 x part time contract Venue Support Officers (Level 3) 1.7 FTE noting these roles only formally commenced with CoM from April 2023.
- Any balance of service hours is filled using outsource casual labor (chefs, waiters, food and beverage casual labor)
- Additional staffing to original modelling has been required to service the food and beverage area and appropriately supervise ground/ first floor requirements and monitor activities 7 days a week.

Councils Community Connections resource the facility Monday – Friday 9am-4pm for the purpose of offering a fully serviced NHC to the community, and ensuring MPSCC is a continually staffed site during these times:

The facility management team and NHC team share a collaborative partnership, this is critical to driving increased utilisation via bookings and programming at MPSCC. This works well and will be further refined when the new online customer booking system is put in place in the new year.

7. Review of Operations

- After 16 months of trading, operations at MPSCC have seen very high utilisation of the site with strong interest and support from the local and extended community, the clubs, and their members.
- The indoor courts are at capacity in peak times and are well utilised in non-peak times (casual sport and programs).
- The oval is operating at capacity with an extended waiting list to hire or license at all times of the year.
- The new MPSCC NHC has significantly increased its activity (CoM programming and external hire) by comparison to the old NHC building.
- Feedback from all clubs has been very positive on the facility, their experiences, the model of operation, and relationship with Council.
- The food and beverage utilisation has exceeded expectations along with room bookings, functions, and events at the site.
- The facility was recognised as a first-class community asset recently, winning two awards, The Local Government Excellence in Infrastructure Award and the Institute of Public Works Award (major public project over 5 million).

8. Options for future management (See Attachment 1)

8.1 City of Marion In-house Management Model (preferred)

Operations over the first 16 months have been very positive for the Community Clubs and Council. CoM has a high degree of control over day-to-day administration, operation of programs and activities, can maintain a high level of service, as well as directly manage potential risks presented by operations.

Based on feedback received at the Council Members forum (230926R1.3) this report recommends continuation of CoM in house management model of operation at MPSCC for a 5 year period.

To further refine this model the following would occur:

- Conversion of casual outsourced staff labour to contract CoM staff. This would refine operations in the food and beverage area and reduce the premium paid for casual labour hire.
- During the agreed management term relevant Enterprise Agreement negotiations and discussions will be hosted to address the relevant work hours and conditions required to manage MPSCC
- The key stakeholder advisory committee will continue to meet every 2-3 months, tasked with taking on a more 'strategic' and collaborative approach in elevating the services provided at MPSCC.
- A direct net cost budget for the MPSCC facility will be developed recognising all annual income and expenses, incorporating an appropriate allocation of maintenance and utilities.
- The Club rebate system will continue with all licensed clubs receiving a return from trade over the beverage and kitchen sales allocated by customers to their respective clubs (Club Beverage Return = 10% less COGS; Club Kitchen Return = 5%).

8.2 Outsourcing Model of Management

Council has previously investigated the option of outsourcing the management or aspects of facility operations. Outsourcing is certainly a viable option and can be the best option in the right scenario. Generally external management groups that specialise in sport and/or recreation facilities generate their revenues from a few key areas:

- Indoor Courts – Hiring the courts at a premium rate or running competitions and retaining profits.
- Gyms – Running a fitness gym.
- Programs – Offering and running a variety of sport, health, fitness, or children's programs.

This model works well at a venue such as Marion Leisure and Fitness Centre as the external management group has no clubs based at the facility and has total control over the venue to run its own programs. This also works for Council, as the management group has expertise in offering and running a variety of programs for the community, and they are incentivised to generate high utilisation of the facility, as they retain the financial returns.

The biggest issue to an outsourced model at MPSCC is the fact that the facility has multiple clubs based at the site, all with licensed use of the playing spaces. As such, there is very limited commercial opportunities for an external management group to run the facility. The current high use of the facility for council events, meetings and functions may also be impacted by this model.

8.3 Community Board of Management

A community board of management is an option for MPSCC. This creates a greater level of ownership by the clubs and would likely reduce labor costs, so enable bottom line returns for CoM.

The model largely relies on the use of volunteers in lieu of paid staff. It does mean that quality control of service would be lost for CoM. Given the number of stakeholders at the facility (all with competing needs and interests) to establish a fair and equitable governance system would be extremely difficult.

This model of management requires significant investment and development to be implemented and support and monitoring from CoM would be ongoing. Significant risks present for CoM regarding appropriate asset management of a new facility by a community board and reputational risk, should the model fail, good governance not be created, and ultimately the facility be mis managed.

ATTACHMENTS

1. Attachment 1 - MPSCC Model Advantages and Disadvantages [11.2.1 - 1 page]

City of Marion In-house Management Model (preferred Model)

Advantages	Disadvantages
<ul style="list-style-type: none"> • High degree of Council control over the day-to-day administration and operations of programs and activities provided to the community. • Council can maintain facility to a high standard. • Council can directly manage service levels and relationships. • Council can directly manage potential risk exposure in facility use. 	<ul style="list-style-type: none"> • Focus can be more on community return versus commercial return. • Challenging if Council does not have staff with skills and experience in managing, operating and/or maintain the facility. • Council will be considered responsible for any operational issues.

Outsourcing Model of Management

Advantages	Disadvantages
<ul style="list-style-type: none"> • No day-to-day administrative responsibilities for Council. • Council can operate with a fixed or known operating budget. • A professional body can provide a specialised service. 	<ul style="list-style-type: none"> • Council do not have control over the mix and costs of programs and activities the facility provides to the community. • Contractor may focus on more commercial outcomes over community, unless stipulated in a contract. • Service levels can vary depending on financial performance. • Council is still involved in ongoing Club and contractor relationships and issues. A contractor will find this very difficult. • Possible uncertainties over CoM NHC staff and programs and the contractor.

Community Board of Management

Advantages	Disadvantages
<ul style="list-style-type: none"> • Creates a level of ownership by the local Clubs into the operations of the facility and generates support from Club members. • Can be the most cost-effective model with the use of volunteers in lieu of staff. • No day-to-day administrative responsibilities for Council. • Generally, the preferred option for the most Clubs to maintain control over their sport, facilities and revenues. 	<ul style="list-style-type: none"> • A group responsible for the management of the facility may not have staff/volunteers with skills and experience in managing, operating and or maintaining the facility. • Can be negatively impacted by Club bias and sport politics. • Club outcomes can be prioritised over essential facility management needs.

11.3 Draft Parking Management Guidelines

Report Reference	GC231024R11.3
Originating Officer	Acting Unit Manager – Nathan Saxty
Corporate Manager	Manager Engineering, Assets and Environment - Mathew Allen
General Manager	General Manager City Services – Ben Keen

REPORT OBJECTIVE

The purpose of this report is to provide a summary of the Draft Parking Management Guidelines community consultation feedback and to seek Council's endorsement of the Parking Management Guidelines.

REPORT HISTORY

Report Reference	Report Title
ASC2200705.R7.2	Parking Management
ASC221011R9.1	Parking Management Guidelines
IC230404R7.2	Preliminary Draft Parking Management Guidelines
FORUM230516R1.1	Draft Parking Management Guidelines
GC230613R11.8	Draft Parking Management Guidelines

EXECUTIVE SUMMARY

On 13 June 2023 Council endorsed the Draft Parking Management Guidelines to proceed to public consultation (GC230613R11.8) and a final Parking Management Guidelines to be considered for endorsement by Council in October 2023.

Community consultation on the Draft Parking Management Guidelines commenced on 24 July until the 14 August 2023. Making Marion engagement page was used to host information relating to the Draft Parking Management Guidelines and included a consultation survey. The survey's purpose was to determine the level of support for the Guidelines, seek feedback and identify any issues/concerns.

Through the Community Consultation survey 26 responses were submitted, with 42.3% (11) supporting the guidelines unequivocally, 38.5% (10) providing qualified support, and 19.2% (5) not supporting them. The responses were provided from across a wide geographical spread.

From the comments received, the following suggestion for improvement has been included in the Parking Management Guidelines document:

- Inclusion of an additional question and answer within the FAQ section relating to –
Q. Vehicles regularly park for longer durations in streets with specific time restrictions or in areas where parking is not permitted as per Australian Road Rules, what can be done about this?

A. Contact Council's Community Safety Inspectorate Team to monitor the situation and enforce where applicable. When reporting these issues to Council, please include supporting information such as specific days / times and photos to assist with the review. Preferred method of contact is by telephone on 8375 6600 or through Council's customer portal online at <https://my.marion.sa.gov.au/s/>

Other comments received relating to specific parking queries in streets and or suburbs have been raised within Salesforce to be reviewed and actioned accordingly by the Transport Team.

RECOMMENDATION

That Council:

1. **Notes the Community Engagement Feedback Report (Attachment 1).**
2. **Endorses the City of Marion Parking Management Guidelines (Attachment 2).**
3. **Notes a further report will be presented to Council in October 2024 with an overview of the implementation of the Parking Management Guidelines.**

DISCUSSION

Parking is managed by the City of Marion to optimise residents' access to homes, parking needs of visitors, businesses, and community facilities. As with all metropolitan councils, the City of Marion is confronted with an increasing demand for on-street parking while ensuring accessibility. These requirements often seem to be contrary or at least seen as competing needs.

In some suburbs this has been exacerbated by the extent of 'infill' development that is occurring and the increase of car ownership, resulting in a higher density of those living with less off-street parking and higher traffic volumes.

The Transport team has observed an increase in requests generated by the community, Council Members, staff, and members of Parliament/candidates that are requesting parking improvements.

At the Asset and Sustainability Committee meeting held on 5 July 2022, a Parking Management presentation was provided to the Committee. The presentation consisted of outlining the Transport team and its function, typical parking requests, intervention treatments used, how we educate, enforcement information and how we consult with the community.

The Committee supported the request for the development of a Parking Management Guideline to manage these competing demands, to provide a clear, more holistic direction on when to implement the most appropriate and consistent intervention (if any) to address parking concerns raised within the road network in the City of Marion.

At a subsequent Asset and Sustainability Committee meeting held on 11 October 2022, a workshop/presentation was used to work with the committee on parking treatments and interventions included in the draft Parking Management Guidelines. Comments and feedback were provided to help structure the content of the guidelines.

On 23 February 2023, a community engagement event called 'Marion 100' was held, which involved

residents of the City of Marion workshopping and discussing topics of interest. The group discussed the topic of parking within the City of Marion streets and possible treatments. The comments and ideas generated by the group have been incorporated into the Parking Management Guidelines.

At the Infrastructure Committee meeting on 4 April 2023, the preliminary draft Parking Management Guidelines were presented to the committee for comments and feedback. The key comments provided were:

- Develop a formula/criterion for Parking Infrastructure (parking bays).
- Inclusion of driveway markings into the Guidelines.
- 60% consultation rate with the occupier of properties to support implementation/removal.
- Consolidate section '3.3 – Roads & Verges' and use a typical City of Marion cross section.
- General support to include business parking permits in the guidelines (for timed parking).

On 16 May 2023, the draft Parking Management Guidelines was then presented at the Elected Member Forum for further comments and feedback. The key comments provided were:

- Inform community if there is only 1 reasonable solution.
- Consult with community if there are multiple reasonable options.
- Modify the collaborate engagement type for only major parking projects (this would occur on rare occasions).
- Include a statement regarding a feedback loop to the community.
- To advise Ward Members of the communication method when selecting an engagement type.

On 13 June 2023 Council then endorsed the Draft Parking Management Guidelines to proceed to public consultation (GC230613R11.8). Council resolved that following the community consultation, a report of the feedback and a final Parking Management Guidelines to be considered for endorsement by Council in October 2023.

Community consultation on the Draft Parking Management Guidelines commenced on 24 July until the 14 August 2023. Making Marion engagement page was used to host information relating to the Draft Parking Management Guidelines and included a consultation survey. The survey's purpose was to determine the level of support for the Guidelines, seek feedback and identify any issues/concerns.

Through the Community Consultation survey 26 responses were submitted, with 42.3% (11) supporting the guidelines unequivocally, 38.5% (10) providing qualified support, and 19.2% (5) not supporting them. The responses were provided from across a wide geographical spread.

To promote and create a broader awareness across the City of Marion for the Draft Parking Management Guidelines document and the community consultation, the following engagement methods were included:

- Three (3) media posts across all platforms (Facebook / Instagram / Council website).
- A media release prepared by Mayor Hanna.
- Personalised 'Draft Parking Management Guidelines' banners situated at City Services and the Administration Building.

- 500 bookmarks produced and placed across both libraries, to include a QR code to access the Making Marion website and subsequent survey.
- Custom A-Frame banners placed at Mitchell Park and Cooina Neighbourhood Centres.
- Paper surveys and the draft Parking Management Guidelines were available at all Libraries and Community and Neighbourhood Centres.

Comments and feedback provided from the community engagement have been reviewed and summarised below:

- **Available Parking Space:** Concerns were expressed about the inadequacy of parking spaces, especially in areas where multiple residents have more than one vehicle. There are requests for increased parking spaces and restrictions on garages not being used for storage or bedrooms. On-street parking requirements relating to Planning are outside of Council's control.
- **Visibility and Safety:** Residents raised concerns about the lack of visibility and safety when cars are parked too close to intersections or driveways, particularly on narrow, sloped roads. This can either be addressed through the Australian Road Rules (3 metre rule, vehicle length/width allowed to park on a street), otherwise the Parking Management guidelines will provide a consistent and safe approach to parking management whilst also allowing localised assessment of parking concerns raised by residents.
- **Enforcement:** Many comments emphasised the importance of enforcing parking rules and regulations, as guidelines are only effective if they are actively enforced. To provide clarity on the enforcement service provided by Council's Community Safety Inspectorate, the Inclusion of an additional question and answer within the FAQ section has been added, relating to –

Q. Vehicles regularly park for longer durations in streets with specific time restrictions or in areas where parking is not permitted as per Australian Road Rules, what can be done about this?

A. Contact Council's Community Safety Inspectorate Team to monitor the situation and enforce where applicable. When reporting these issues to Council, please include supporting information such as specific days / times and photos to assist with the review. Preferred method of contact is by telephone on 8375 6600 or through Council's customer portal online at <https://my.marion.sa.gov.au/s/>

- **Commuter Overflow Parking:** Overflow parking from commuters using railway stations can impact local residents. These queries can be assessed through the Parking query investigation matrix on a case-by-case basis to ascertain whether a 'User-Restricted' or 'Timed Parking' intervention is warranted.
- **Residential Permit Exemptions:** Some residents mentioned that in areas with closely built houses, there is no on-street parking for residents. Residential parking permits can only be considered where there are timed parking controls in place.
- **Feedback on Document Clarity:** Some respondents found the parking guidelines document too lengthy and suggested that a shorter, more accessible version would be easier to follow, especially for those with English as a Second Language (ESL) background. Additional material will be developed to promote the guidelines into a more condensed pamphlet.
- **Hilly Terrain and Sloped Driveways:** The challenges of parking opposite sloped driveways and the safety implications of this in hilly areas, like Hallett Cove, were noted.
- **Development Approval for Off-Street Parking:** There's a suggestion to grant development approval for houses only if they have off-street parking for at least one car per resident. On-street parking requirements relating to Planning are outside of Council's control.

Other comments received relating to specific parking queries in streets and or suburbs have been raised within Salesforce to be reviewed and actioned accordingly by the Transport Team.

A report into the summary of the Community Engagement Feedback can be found in Attachment 1 with the finalised Parking Management Guidelines document found as Attachment 2.

ATTACHMENTS

1. Attachment 1 - Community Engagement Feedback Report [**11.3.1** - 16 pages]
2. Attachment 2 – Parking Management Guidelines [**11.3.2** - 40 pages]

Parking Management Guidelines

Community feedback report
24 July to 14 August

A great place to work
marion.sa.gov.au



Executive Summary

Purpose of engagement:

To seek the views of the community on the proposed [New Draft Parking Guidelines](#)

Engagement/communication methods

Engagement was open for 21 days between 24/07/2023 and 14/08/2023

- Vinyl banners were displayed at the City of Marion Administration and City Services buildings.
- Corflute signs were placed at Libraries, Community and Neighbourhood centres.
- Paper surveys and the Draft Guidelines were available at all libraries and community centres.
- Bookmarks promoting the engagement were inserted into all on hold books during the consultation period.
- Making Marion project page was developed with key project documents and community survey.
- We received 26 survey responses.



Community Engagement Collateral

Vinyl Banner:

Put up at City Services and Admin Buildings



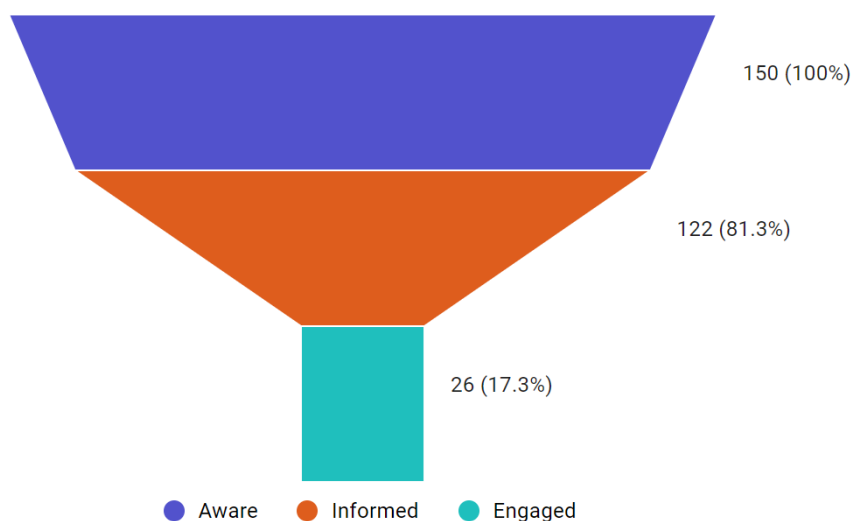
Bookmark:

These were used in the 'On Hold' books across our 3 Marion Library branches



Visitor Engagement Summary

Visitor engagement ⓘ



Definitions:

- **Aware** – Community member has made at least one visit to the project page
- **Informed** – Community has accessed some available material on the project
- **Engaged** – Community member has contributed to the project using available tools (i.e., survey)

Marketing Summary

Posts	Impressions	Reactions
6	6,16k	19
Reach	Engagements	Engagement Rate
19	48	0.8%


Definitions:

- **Impressions** - show the number of times your content was displayed to these users.
- **Reach** - shows the number of unique users that were exposed to your content. If the same person sees one of your posts three times, the Impressions would be 3 but the Reach metric would only count 1.
- **Engagements** - inform about how many times users engaged with a post during their lifetime. Engagement is seen as the combined number of reactions to, comments on, and shares of a post.
- **Engagement Rate**: Calculated by the total engagements a post received divided by the total number of impressions on that post.
- **Reactions** - Reactions are a type of engagement with your Facebook content. They are comprised of the total amount of Love, Haha, Wow, Sad, Angry, and Like actions that users took on your post. This can be reported on in the Measure module.

Social Posts


Channels:

The campaign used Facebook and Twitter as social channels




City of Marion
12 Aug 10:00 AM · Consultation +1

Parking management guidelines public consultation is closing soon 🚗💬...




Impressions	484
Reactions	2
Reach	450
Engagements	2
Engagement rate	0,41%




City of Marion
12 Aug 10:00 AM · Consultation +1

Parking management guidelines public consultation is closing soon 🚗💬...




Impressions	93
Reactions	0
Reach	N/A
Engagements	0
Engagement rate	




City of Marion
3 Aug 10:00 AM · Consultation +1

Parking management guidelines are in public consultations, make sure to have...




Impressions	4,4K
Reactions	11
Reach	4,1K
Engagements	33
Engagement rate	0,75%




City of Marion
3 Aug 10:00 AM · Consultation +1

Parking management guidelines are in public consultations, make sure to have...




Impressions	61
Reactions	0
Reach	N/A
Engagements	0
Engagement rate	0%




City of Marion
24 Jul 10:00 AM · Consultation +1

Have your say on our parking management guidelines 🚗💬...




Impressions	1,1K
Reactions	6
Reach	966
Engagements	13
Engagement rate	1,23%



City of Marion
24 Jul 10:00 AM · Consultation +1

Have your say on our parking management guidelines 🚗💬...



Impressions	65
Reactions	0
Reach	48
Engagements	0
Engagement rate	1,54%

Participant Responses

Question 1:

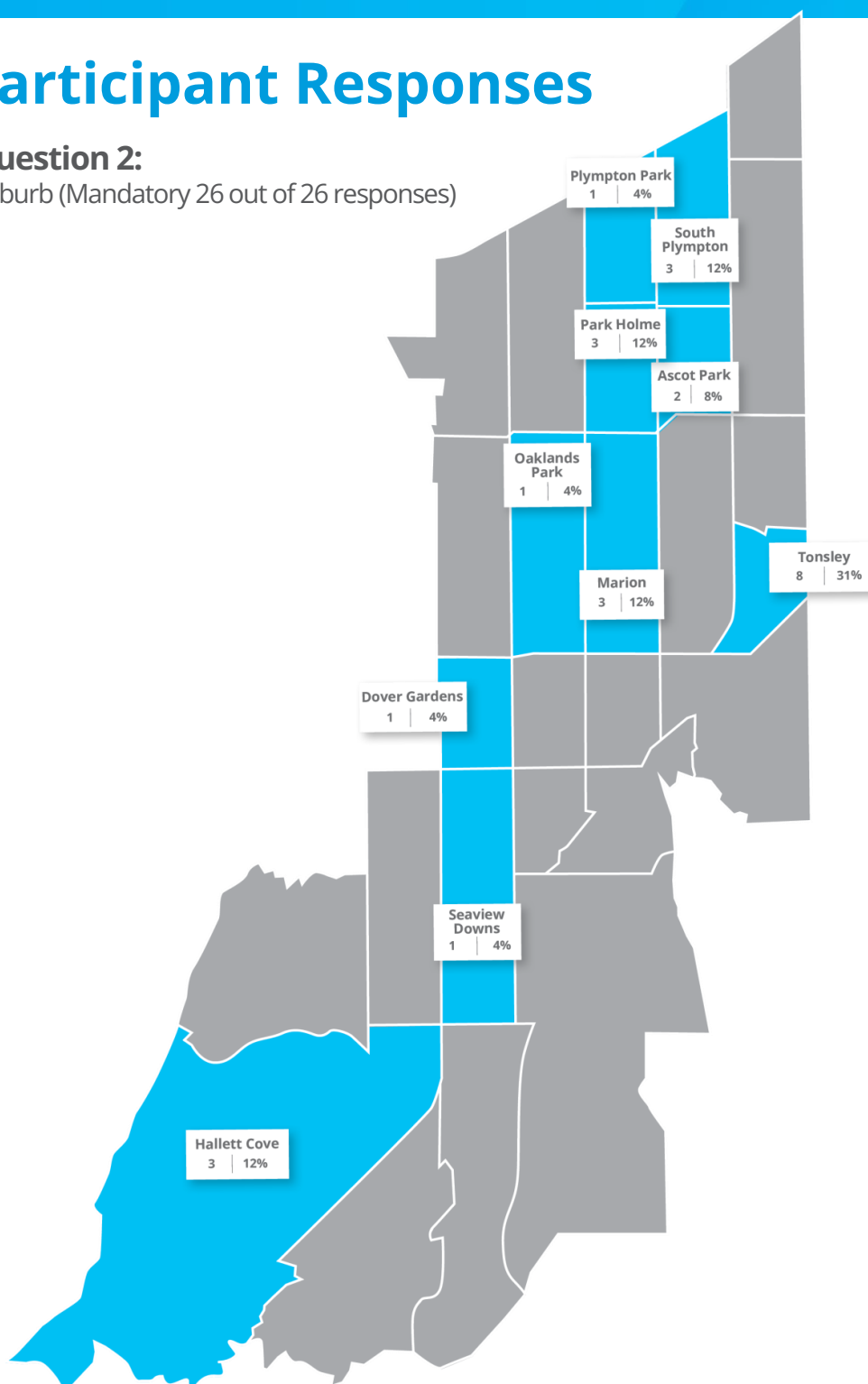
Street name and Suburbs (26 Responses)

Street Name	Suburbs
Masters Avenue	Marion
Pildappa Avenue	Park Holme
Dwyer Road	Oaklands Park
Masters Avenue	Marion
McKay Street	Dover Gardens
Sturt Road	South Plympton
Condada Avenue	Park Holme
Sovereign Street	Hallett Cove
Kurrami Crescent	Hallett Cove
Rotorua Avenue	Park Holme
Quinvale Road	Hallett Cove
Daws Road	Ascot Park
Wolseley Terrace	Ascot Park
Eliza Place	Tonsley
Digital Drives	Tonsley
Hannah Road	Tonsley
Henry Street	Tonsley
Amber Lane	Tonsley
Southdown Street	Tonsley
Hannah Road	Tonsley
Village Parkway	Tonsley
Wintrena Street	South Plympton
Adrian Court	Marion
Morphett Road	Seaview Downs
Nelson Street	South Plympton
Ross Street	Plympton Park

Participant Responses

Question 2:

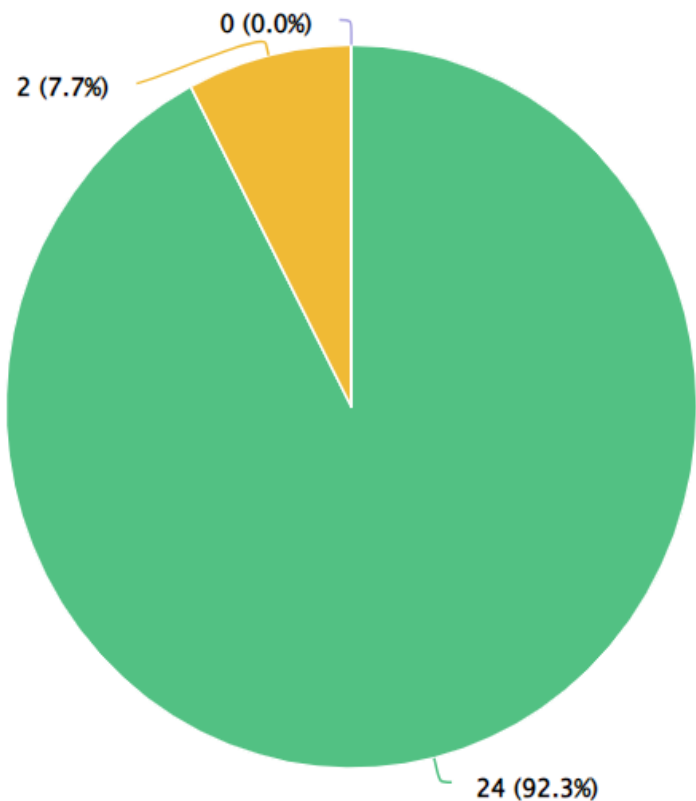
Suburb (Mandatory 26 out of 26 responses)



Participant Responses

Question 3:

Have you read the Draft Parking Management Guidelines?



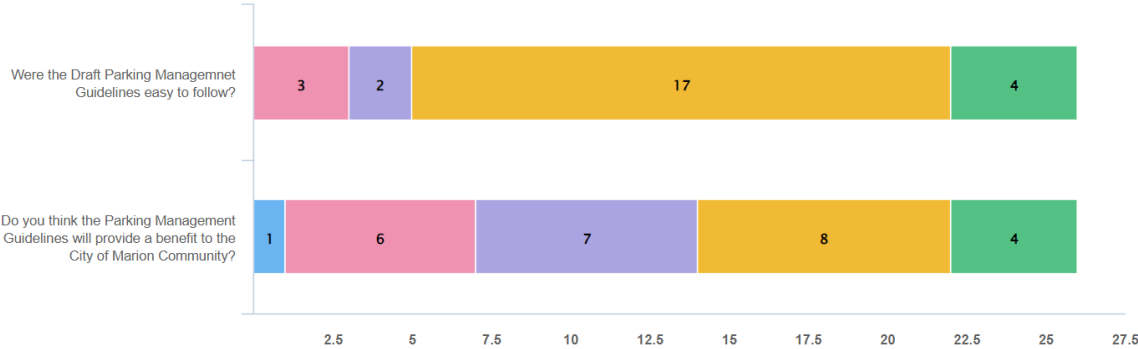
Question options

(Click items to hide)

- No
- Partially
- Yes

Participant Responses

Question 4:



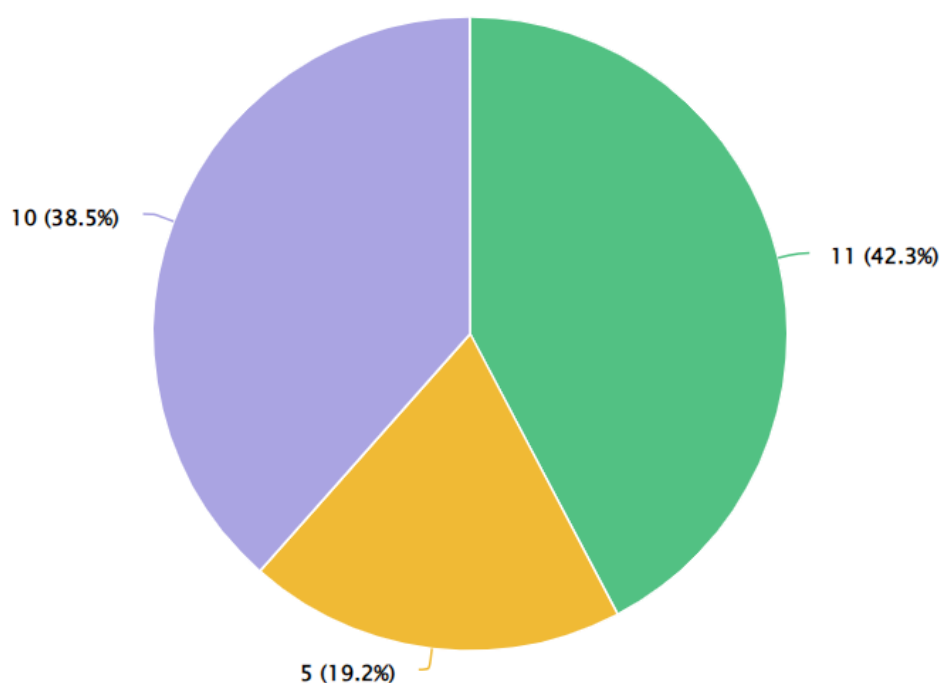
Question options
(Click items to hide)

- Definitely disagree
- Somewhat disagree
- Neither agree nor disagree
- Somewhat agree
- Definitely agree

Participant Responses

Question 5:

Do you support the Draft Parking Management Guidelines?



Question options

(Click items to hide)

- ☐ Yes but with suggested changes
- ☐ No
- ☐ Yes

Participant Responses

What are the changes you would suggest

Nil

Increase the distance to 4 metres when vehicles are parked opposite each other on a narrow road

Parking right up to a driveway is ridiculous in this day and age when too many people have large cars. 1) It impacts sight along the street and 2), in narrow streets it requires a 3 point turn to get out when there is another large vehicle parked immediately opposite, and this is coming out nose first, having reversed in!! 3) its a nightmare to reverse in when you have a car each side and one opposite the driveway, especially when the cars are up to the edge of the driveway. Work vehicles should not be permitted to be parked on the street, as most are vans, trucks and heavy 4 wheel drives.

There are many areas in which clarity could be achieved and I did not see any detail relating to ENFORCEMENT of parking rules. Having Guidelines to create a suitable standard is one thing, having these guidelines ACTIONED and ENFORCED is critical to the effectiveness.

Looking at some areas closer rather than a blanket rule everywhere

There is little acknowledgment of the impact of commuter overflow parking (near transport hubs, eg railway stations) on local residents. All day parking limits accessibility for resident parking, has potential to impede other services, clogs up the roads and adds to traffic. Some streets near train stations have parking restrictions but this tends to push the issue a few streets along. Greater provision of additional parking near transport hubs is needed.

Changes to Residential Permit Exemption. Some streets, for example in the Tonsley Innovation District, do not have any on-street parking as a result of closely built houses with driveways being so close together. Since folks can't get a permit to their particular street, I suggest providing the option to select a street nearby as a substitution so that those residents who cannot access on-street parking in their immediate street can also find parking in nearby streets where there may be extra capacity for on-street parking.

Increase visitor and residential parking at Tonsley Village. When this development is complete this area will become a war zone for parking (which is already has started to become).

No overnight on street parking, No boats or caravans stored on the road, parking only on one side of each road

More investigation into particular streets, especially those located in high traffic or event areas like Sporting Clubs & Ovals etc. Edwardstown Oval has numerous issues with parking along Nelson Street & also Wood Street on Sundays for kids sports where cars park on both sides of the road & then only one car can go down & when a car comes around the round about into Wood Street the cars can't pass & only a driveway is the only option to turn into & allow a car to pass. Wood Street has no parking signs on one side for Saturdays 1-5pm, but this should be extended to other days & times. This is an issue in a lot of streets in my area.

Participant Responses

Why do you not support the Draft Parking Management Guidelines?

It doesn't matter how good the guidelines, lack of parking and refunds 'I don't care' attitudes with not disappear

Mostly theoretical, one size fits all without taking into account local conditions.

1 do not agree with a law being made to mandate that housing developments only need to provide 1 carpark for every 3 dwellings. This is not enough when about half of residents have 2 cars and only 1 car space for most of the homes.

Not enough parking in Tonsley Village. No parking for elderly or disabled visitors. There is no parking for any visitors at all. Makes bringing people to our area impossible. The community get angry at each other about car parking

These guidelines do not adequately help residents who can not safely exit their driveways due to the obstruction of traffic that many cars parked on the street cause.

Participant Responses

Do you have any further comments and/or feedback on the Draft Parking Management Guidelines?

It would be helpful if the residents were listened to when parking issues are notified. We have major issues with parking out the front of Pildappa Ave and no one is doing anything about it. Residents and visitors park out the front of Pildappa which is located on a bend in the road, where there are wombats on the road. It is almost impossible to pass these cars without running over the wombats and it is difficult when there is a car parked on the southern side of the road out the front of the school oval. There was a no standing sign there which has now been removed by the council and the problem has exacerbated. This needs to be immediately addressed before there is an accident.

Nowadays, the single garage size is too small not even enough room park a modern car. The council should review the car parking space when builders submit the building plan. When it is legal, we can't do anything, even we can complaint, nothing will be changed. When council receive a complaint, it may send a letter which advice that residents car parking issue, it may make more conflict when residents direct to residents.

A short version which is easier to read

Negotiate with the Planning SA department, they are living in the dark ages, saying 1 spot per 3 lots. Cycling was bottom of the list - because the roads are 'crap', potholes are not filled in, there are always depressions where SA water manholes exist and the minute a road is resurfaced, someone comes along and digs a section up! Streetsweepers sweep all the crap into the cycle lanes - just look at Diagonal Rd/Sturt Rd intersection!. There is no co-ordination anywhere, and when the trees are pruned, people have no idea what height a cyclist is and that we would like to look further ahead and not have to swing out as they can't be bothered pruning properly!

Guidelines that are dictated BY the KERB to KERB distance do not factor specific situations that may vary from the norm and involve cars parked adjacent each other where road and driveway pitch is significant (impacting turning circle) nor do they consider LARGER vehicles that hinder access. With increasing vehicle sizes, people that drive trucks and trailers need to be restricted in residential zones.

We live nearby a community facility that at times has high traffic volumes which can create on street parking issues. Cars are frequently parked too close to resident/visitors cars parked on the street; or cars are parked obstructing residential driveways. Council have recently provided yellow driveway identification markings which is helping. When cars are parked illegally we find that parking inspectors often take hours to arrive as they are inundated with jobs. I thank the council for providing assistance but ask that investment in more parking inspectors or education may help to alleviate parking issues on streets that are impacted by high volumes of parked cars.

Guidelines are too wordy and full of buzz words and motherhood statements.

Yes, all signs and fines, need to be in line with the traffic management act. The council can not make its own interpretation of a road sign, when its clearly documented it means something different and fine people. If the council gets this correct and has their safety community members come up to people, rather than just take happy snaps as a money-making avenue, the community would be much better off for it.

Participant Responses

Do you have any further comments and/or feedback on the Draft Parking Management Guidelines?

Please consider Hallett Cove has hilly terrain and many driveways are on slopes in my street. Whilst parking opposite someone's driveway is deemed legal in your document, it is challenging reversing out of a sloped driveway on a hill when there are cars parked opposite. I would like to see amendments to some of the rules regarding driveways with consideration for driveways on slopes in Hallett Cove. Furthermore, also on my street, many car accidents have occurred as a result of cars parked on both sides of the road. This causes congestion by pushing moving vehicles into one lane between all the cars on weekends, and has caused many accidents I have witnessed over the past 4 years. It would be ideal for a survey and study of Quinvale Rd to happen (especially looking at parking after business hours when there are issued related to residents vehicles on the road).

I think a condensed version/multiple pamphlets for different parts of the issue would be easier to follow. A 40-page document is a lot to take in. Especially if you are from an ESL background

Forget the surveys, don't allow overcrowding and parking congestion in the first place.

Often the problematic cars are those from outside the suburb, generally in Tonsley now residents respect the limitations of the development. It's visitors etc that ignore the rules.

Its all very well to have parking management decided by road widths etc but there seems to be no thought given to sight lines eg here in the Tonsley village all corners are blind because of the narrow streets and multi storey buildings built right up to the foot path, ie there are no front gardens. Yet most corners have cars parked right up to them.

The parking query investigation matrix is sub optimal as it does not specify how many queries are required to be raised for an issue to be investigated. This opens up the possibility of inconsistency as it is up to the discretion of the Transport Team to determine how many queries they feel like is necessary for them to investigate a query or issue and may differ base on their judgement, bias or preference. Hence, this goes counter to the purposes of this guideline and needs further work to be suitable to standardize practices as outlined in this guideline.

1 car space for every 3 dwellings is not enough parking. These parks are always full of residents cars and there is no space for any visitor parking. This is a very poor decision and impacts safety and access in emergency situations and is simply revenue raising for the council to fine people that are simply trying to park near their home.

Add more parking or create better cycling tracks so that people don't have to have 2 cars.

While I understand the need for some residents to park out on the street due to insufficient space on their property we have a situation here in Wintrena St where we have students and teachers from the school in Lynton Ave parking on both sides of our street the whole way up the street. You are unable to see any traffic coming down the street when you exit your driveway and you are unable to pull over anywhere if there is a car coming from the opposite direction as you drive down the street due to the number of cars parked. Cars often park over the edge of our driveway, or so close to the driveway that there is not enough space to manoeuvre out safely due to cars also being parked across the road at the same time. We have spoken to the school multiple times but unfortunately nothing has changed. I feel that there should be some sort of restrictions in place or only parking allowed on one side of the road as the number of cars parked in the street is causing a real safety issue.

Participant Responses

Do you have any further comments and/or feedback on the Draft Parking Management Guidelines?

Time will tell but an immediate audit of intersection/s line marking and established vehicle parking close to intersections that create a safety hazard due to visibility issues would be a good start. (e.g. Finnis St and Township Rd raised with the council but no action taken.) Infill and on street parking is basically out of control and I am not confident the council can manage.

Only allow development approval for houses that have off street parking for one car per resident. Don't allow garages to be used for bedrooms/storage - car must be parked in garage.

More thought into Car Parking provisions when approving development of two or more house to be built on a block that currently only has one house on it. This very important as your report even states that more than 51% of households have more than two cars, so where are they going to park as streets are already clogged & their property only has one garage & then this leads to the issues of more cars parking on the streets & then encroaching into driveways of others so they can fit two cars in front of their house etc & the making it difficult to safely exit your driveway regardless of whether you back in or drive into your property.

Parking Management Guidelines

A great place to live



Acronyms, terms and definitions

Acronym / term	Definition
CoM	City of Marion
ARR	Australian Road Rules
LATM	Local Area Traffic Management
DIT	Department For Infrastructure And Transport
AS	Australian Standards
EV	Electric Vehicle
Standard Vehicle	B85 – Referenced from Australian Standards

Kurna Acknowledgement

Ngadiu tampendi Kurna meyunna yaitya
mattanya yaitya yerta

This Kurna acknowledgement was prepared in
consultation with traditional custodians.

Acknowledgement of Country

The City of Marion acknowledges we are situated on the
traditional lands of the Kurna people and recognises the
Kurna people as the traditional custodians of the land.

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Parking Management Guidelines Overview

As with all metropolitan councils, the City of Marion is confronted with an increasing demand for on-street parking while ensuring accessibility. These requirements often seem to be contrary or at least seen as competing needs. In some suburbs this has been further exacerbated by the extent of infill development that is occurring, resulting in a higher density of living with less off street parking and higher traffic volumes. Therefore, it is not surprising that Council Members and staff of council are continually approached to improve and/or manage parking requirements.

In response, Parking Management Guidelines have been developed to provide a clear, more holistic direction on when to implement the most appropriate and consistent intervention (if any) to address parking concerns raised within the built road network in the City of Marion. The guidelines also align with the Liveable and Connected themes of council's Community Vision - Towards 2040, by contributing to a city that is planned, safe

and welcoming, whilst being linked by a quality road and transport network. In practical terms, the guidelines are meant to provide a tool in the management of the parking resource and assist in improving the local road network in regard to on-street parking provision and safe access.

As part of the guidelines a management matrix framework has been created, consisting of a parking purpose, principles and a flow chart outlining best practice when reviewing parking queries raised by the community.

Purpose statement:

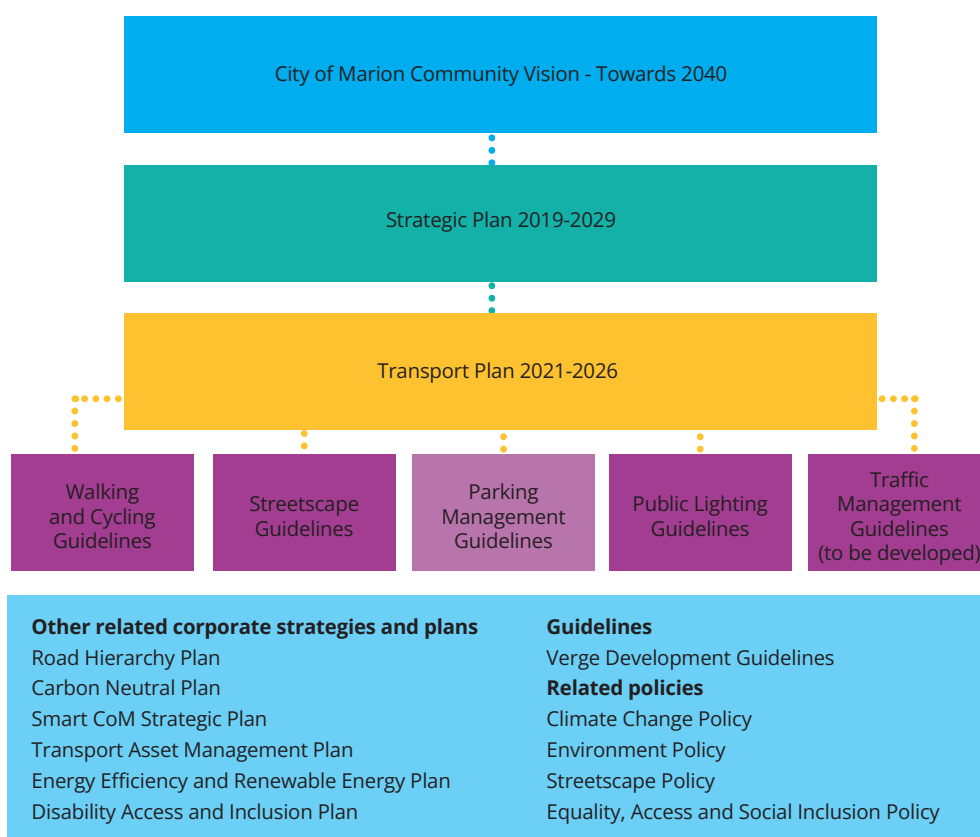
Parking issues are reviewed/investigated in an open and clear manner to provide and optimise the on-street parking needs of the residents, their visitors, businesses and community facilities. Using appropriate interventions in a consistent manner throughout the city's road network.



Strategic framework

City of Marion strategic context

To ensure the delivery of the Community Vision – Towards 2040, the City of Marion has a Strategic Management Framework. In the context of the road network, transport and parking the framework contains a suite of plans and guidelines to provide a strategic direction and operational focus to achieve goals and outcomes.



The development of the guidelines, in conjunction with the above documents, is considered a component in achieving council's Community Vision – Towards 2040. The Community Vision sets out themes that represent the shared values and aspirations that guide how council conducts its business, these are:

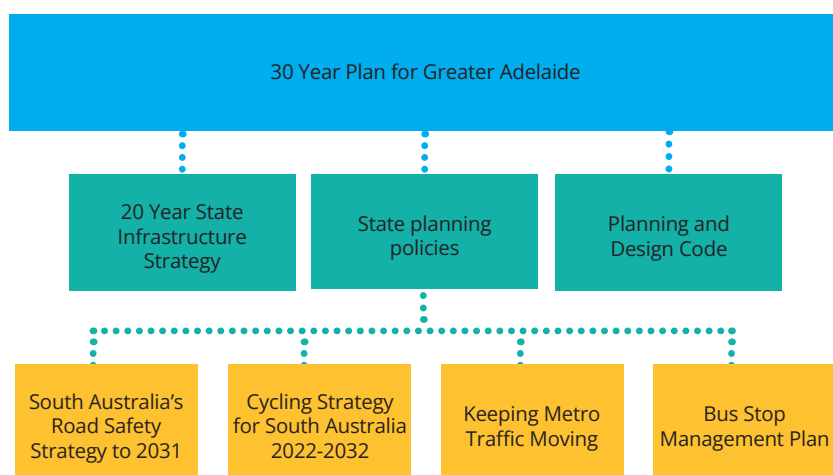
**Liveable Innovative Valuing Nature
 Prosperous Engaged Connected**

The Parking Management Guidelines aligns with the **Liveable** and **Connected** strategic themes. In addition, there is alignment to the Transport Plan principles of integrated and effective, sustainable and safe and amenity and character. The Parking Management Guidelines is a tool that identifies best practice to address parking issues and user related needs whilst assisting the organisation to plan and manage its road network.

State and Federal strategic context

The South Australian Government has a number of strategies, plans and policies regarding the arterial road network which considers safety, efficient transport movement, public transport and active travel modes.

Aligning local plans and guidelines to State and Federal strategies and plans promotes sustainability and long-term planning. It encourages local governments to consider the broader implications of their initiatives and to work towards shared goals and consistent infrastructure that benefits the entire community.



Applicable legislation

Road Traffic Act (1961)
 Private Parking Areas Act (1986)
 Australian Road Rules (1999)
 Expiration of Offences Act (1996)
 Road Traffic (Road Rules - Ancillary and Miscellaneous Provisions) Regulation (1999)
 Local Government Act (1999)
 Instrument of General Approval and Delegation to Council for the Use of Traffic Control Devices, Road Closures and Granting of Exemptions for Events

Standards

Department for Infrastructure and Transport 'Manual of Legal Responsibilities and Technical Requirements for Traffic Control Devices - Part 2 : Code of Technical Requirements' (2021)
 Department for Infrastructure and Transport 'Operation Instruction - Pavement Marking Manual' (2021)
 AS1742.11 - Manual of Uniform Traffic Control Devices Part 11 : Parking Controls (2018)
 AS1743 - Road Signs - Specifications
 AS/NZS2890.1 : Parking Facilities - Off-street Car Parking (2004)
 AS/NZS 2890.5 : Parking Facilities - On-street Car Parking (2020)
 AS/NZS 2890.6 : Parking Facilities - Off-street Parking for People with Disabilities (2022)

Background

Why we need Parking Management Guidelines

Projected population growth and infill development has notably been felt in the streets of the City of Marion. Every additional car based in our city increases the need for parking, as well as impacting the time spent travelling within and throughout the City of Marion.

With both the population and number of cars in the City of Marion already rapidly growing, the need for providing clarity around the on-going provision, management, and availability of car parking is a high priority. The Parking Management Guidelines aims to meet the needs of our residents, businesses, and visitors, recognising that each person has their own set of needs, and that those needs change over time.

The Parking Management Guidelines will provide a framework for the ongoing management of on-street parking provisions provided within the City of Marion road network. The overarching objective for the guidelines is to act as a tool that identifies best practice to address parking issues and user related needs whilst assisting the organisation to plan and manage its road network.

Challenges

Council recognises that with such a well-established street network, we have limited ability to increase capacity for on-street parking. As well as needing space to park an increasing number of vehicles, council also needs to consider its community's desire for us to create and maintain a high level of liveability, to mitigate the impacts of climate change, and to support/encourage greater transport choices.

For example, providing walking and cycling facilities in the past has proved difficult due to the perceived loss of parking provision and existing facilities being requested to be removed to increase on-street parking capacity. For example, the removal of permanent and or timed cycle lanes.



City of Marion Parking Management Guidelines

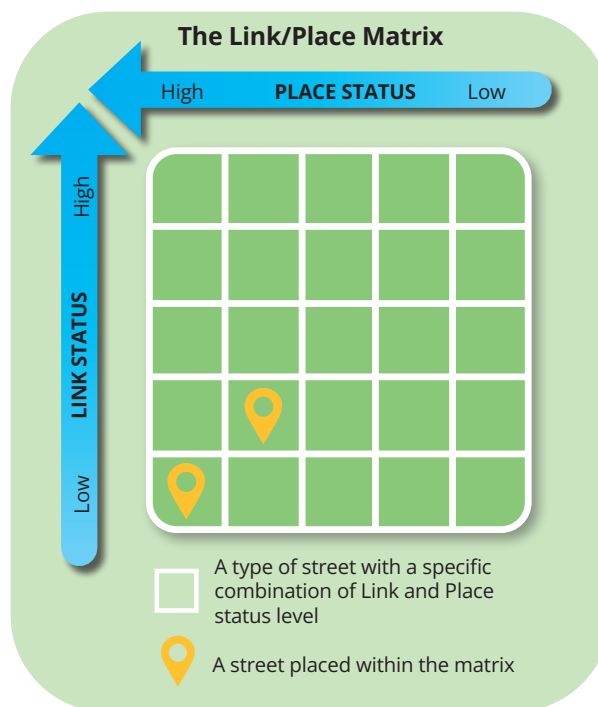
Roads and verges

Roads are considered to be a public place and therefore available to all road users with a variety of requirements (in other words many competing needs), these are:

- The movement of traffic (accessibility and movability).
- Access to private property.
- Linkage to and for businesses.
- Delivery of goods.
- The provision of public transport.
- The use of alternative modes of transport, such as bicycles; and
- On-street parking, which generally consists of:
 - Residential and visitor
 - Business (staff and customers)
 - School drop-off and pick-up
 - Park-n-ride, in the vicinity of public transport services.

The City of Marion Road Hierarchy Plan is based on traditional road hierarchy principles, whilst also incorporating elements which determine or influence its function, that is the need of road users and stakeholders. The road hierarchy plan is primarily based on traffic movement (cars), often resulting in a poor street environments for pedestrians and cyclists.

Future reviews of the road hierarchy plan will include a vision to incorporate an alternative hierarchy methodology, such as 'link and place'. As a link, a streets purpose and or function is for users to pass through it as quickly and conveniently as possible, to minimise travel time; while as a place, the street is a destination, where people are encouraged to spend time (refer example of matrix titled 'The Link/Place Matrix').



This approach has led to the development of new ways of classifying all urban streets, using a two-dimensional Link/Place matrix, measuring street performance, and identifying aspects that are under-performing thereby prioritising areas for improvement.

This approach has also been identified to assist with road safety benefits and has been adopted within South Australia's Road Safety Strategy to 2031 and is more aligned with council's future vision and current policies and strategies such as:

- Transport Plan
- Streetscape Guidelines
- Walking and Cycling Guideline and Action Plan

The current Road Hierarchy Plan is divided into five (5) classical road types which are identified below table for reference to their preferred service level and characteristics.

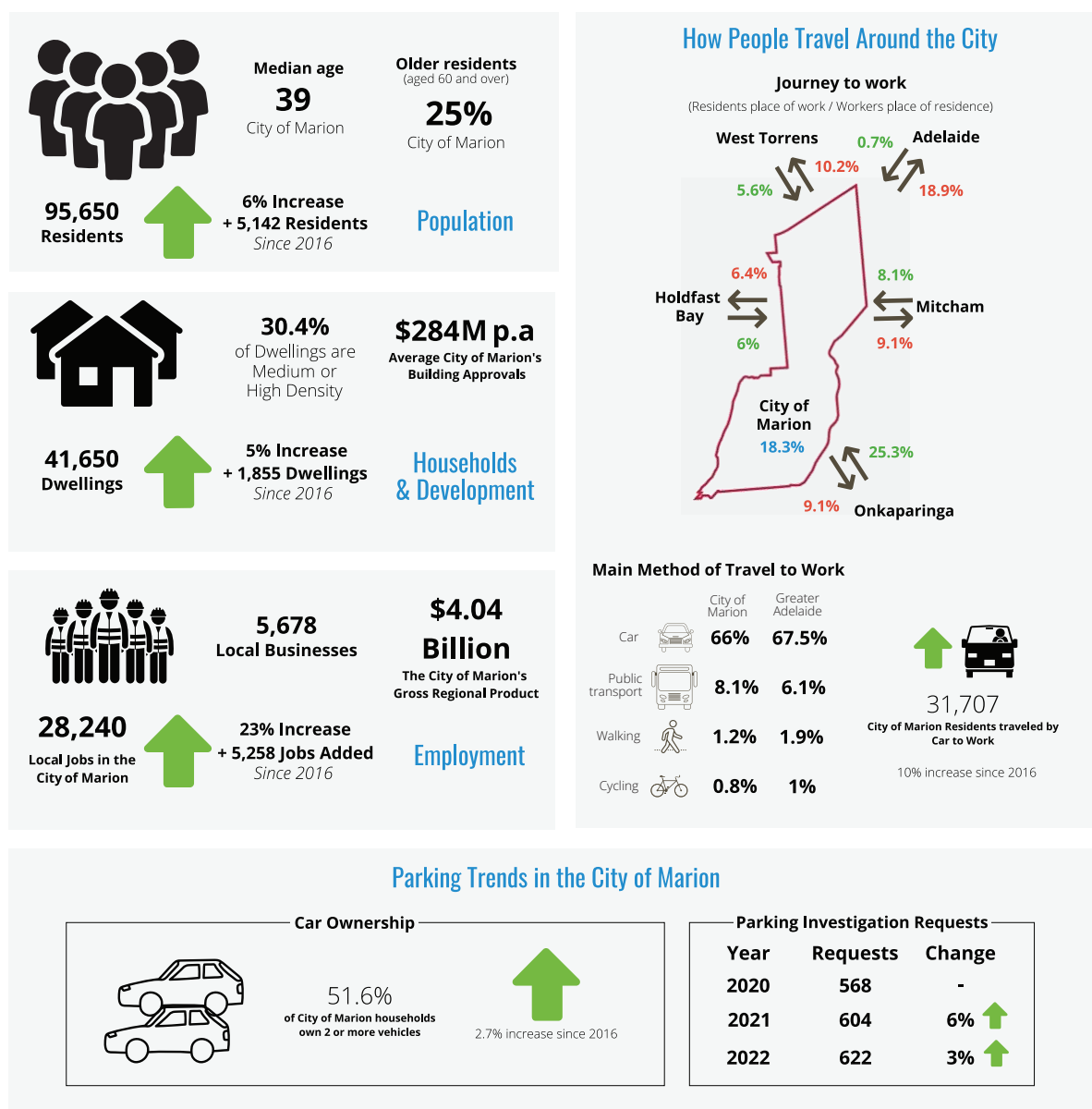
Road Classification and Service Levels (City of Marion Road Hierarchy Plan 2005)

Road classification	Traffic volumes	Designated speed limit	Characteristics
Arterial	< 80,000	60 to 80 km/h	Cater for a significant number of vehicles moving between regions and are maintained by the State Road Authority, being the Department for Infrastructure and Transport (DIT). These roads are of a high demand design, often with a number of lanes separated by a wide median. Parking is generally restricted and or limited in these roads, especially during am/pm peak times (clearway) with cycle lanes often provided during these peak times. Bus routes utilise these roads in most instances as they provide access to nearby amenities.
Sub-arterial	< 10,000	50 to 60 km/h	Reasonably high volumes of traffic use these roads to travel between regions. Normally one lane in each direction, although the travel lane can commonly be separated from the parking and or cycling lane (either by road width or a dedicated parking lane/cycle lane). Like arterial roads, the bus network generally utilises these streets due to amenities, for example, community facilities which are often adjacent or nearby.
Distributor	< 6,000	50 to 60 km/h	Assist to disperse traffic into or within a local area. Generally consisting of one lane in each direction of travel, free of parking and provides direct access to residential properties.
Collector	< 3,000	50 to 60 km/h	Provides a link between either arterial/sub-arterial, distributor and local streets. Catering for the movement of traffic, they have one lane in each direction, allow parking and provide direct access to residential properties.
Local	< 1,000	50 km/h	Caters for lower traffic volumes and parking is generally allowed on both sides of the street (road width dependant). Providing access to properties and a safe environment for the community. Essential to note, local streets provide a safe connection for various cycle routes and pedestrian movements within the council area and assist to promote the use of alternative means of transport.

Please note: Mentioned traffic volumes are service levels and NOT maximum vehicle movements. In fact the service levels are a 'selected' value.

Roadway capacity is defined as the maximum hourly rate at which vehicles can reasonably be expected to traverse a point or a section of road during a given time. Utilising the Austroad Guidelines – an uninterrupted single lane flow can vary from 1,500 to 2,400 vehicles per hour.

City of Marion key statistics and trends



Source: ABS 2016 and 2021 census data

Resources

Council's Transport Team which operates within the Engineering Unit, is the first point of contact for any request or enquiry relating to the installation, amendment, or removal of parking controls.

The Development and Regulatory Services Department (Community Safety Inspectors) are responsible for ensuring compliance with the various parking controls.

Application of the guidelines

Typical issues raised

The amount and variety of parking is a common concern for all metropolitan councils, including the City of Marion. The contributing factors to be considered are:

- Limited road space/road widths
- The competing needs of road users
- Extent of infill development
- Less availability of off-street parking
- Increased traffic volumes
- Geographical constraints

Below is a list of the most typical issues raised by the local community. Please refer to 'Frequently Asked Questions' section at the end of document for detailed information relating to other queries.

Issue raised	Technical response
Driveways - vehicles parking opposite or too close to/over the driveway	Vehicles can legally park up to the edge of a driveway as per Australian Road Rules. Vehicles can park opposite a driveway as long as 3 metres is maintained between parked vehicles and kerb or another parked vehicle.
Access difficulties - through/ into the street Vehicles parking opposite one another or too close to intersection	Australian Road Rules state parking is not permitted within 10 metres of an un-signalised junction and/or if a 3 metres trafficable lane is not maintained between the parked vehicle(s) or vehicle and adjacent road kerb.
Bin collection issues - vehicles parking in front of bins	Parking a vehicle in front of a bin is not illegal. <ul style="list-style-type: none"> • The contractor is required to manually load the bin(s). If this is not occurring, it needs to be reported to the contractor. • Promote alternative bin placement. • Garbage trucks can generally safely access a street when minimum three (3) metre trafficable lane is maintained.
Limited parking for resident	The road is a public space, therefore parking in front of a property for owner/visitor is not a prescribed role for council to provide, although we try to provide this where possible. Increased development resulting in parking loss. <ul style="list-style-type: none"> • SA Planning and Design Code requires one (1) on-street car park per three (3) dwellings. • Off-street parking spaces required for new developments is dependent on the amount of bedrooms for each dwelling.



Parking tiers and intervention types

With City of Marion having such a diverse range of suburbs, varying in geography, competing needs and infill development, it is understood and recognised that a single approach to parking rules cannot be achieved and there will always be extenuating circumstances that would be deemed to sit outside the general parameters set out in the Parking Management Guidelines. For this scenario, council will review accordingly to ensure each query is investigated fairly on its own merit when/if the query is not considered general and is 'outside' normal parameters.

To address the varied issues raised throughout the council, whilst also taking into consideration the contributing factors, interventions, and treatments available, parking tiers have been developed to generalise these queries for all streets within the City of Marion. Road widths, parking demand and competing needs will be assessed to determine the most appropriate treatment (if any).

1. Unrestricted parking



Any road greater than 7.2 metres in width generally can safely accommodate parking on both sides of the road with safe one-way access maintained along the street and or into and out of private properties. If specific zones are required or there is a need to provide necessary availability of space for various user groups or where parking turnover is required, refer to user-restricted parking or timed parking tiers below.

On the instance where an intervention is not required, council's transport team commit to providing adequate information to ensure a great customer experience is achieved.

This can include but is not limited to the following:

- Promote having a conversation with neighbours and or vehicle owners (if possible) to explain access difficulties derived from the way the vehicle(s) are parked, to see if they can park in an alternative location and alleviate personal concerns.
- Discuss ways to self-manage the access. For example, reverse in and drive out in a forward direction and best navigate the instance of cars parked opposite or adjacent a driveway access.

- Discuss opportunities to widen the driveway to improve access. For example, the existing access point is sub-standard (below 3.6 metres as per City of Marion Standard Drawing SD-13). This would solely be the owner/developers' responsibility to undertake and finance.
- Provide information about parking benefits/ community needs/competing needs:
 - Traffic calming
 - Emergency service vehicle requirements (3 metre carriageway needs to be maintained)
 - Excessive parking restrictions directly affect the local community in a negative way for example, parking is needed and is generally in high demand.



2. Restricted parking



Any road less than 7.2 metres in width (kerb to kerb) cannot safely accommodate parking on both sides of the road, with access along the street directly impacted by on-street parking. As per the Australian Road Rule (ARR) 208 – parking abreast, a minimum 3 metre trafficable lane needs to be maintained at all times for road users, including emergency service vehicles.

To self-manage these situations, council has proactively educated the community to not breach this ARR with the implementation of 'do not park opposite' educational signs although this is still commonly ignored, not adhered to and is difficult to enforce unless both cars are physically sighted when parking from an enforcement perspective. To achieve the above (should education not work) and ensure these roads function adequately and safely, yellow lines to represent 'no stopping at all times' will be introduced. Yellow lines in a general sense are associated with ARR and are not based on specific user requirements.

Other scenarios where yellow lines may be considered to be installed (not relating to ARR), are in the following circumstances:

- Traffic safety queries relating to impacted sight lines on bends and or junctions/ intersections resulting in compromised access which requires a restriction above and beyond the standard 10 metres junction ARR.
- At times drivers utilise a cul-de-sac or dead-end section of a street to park vehicles resulting in restricted movements, for example, vehicles unable to turnaround effectively.
- For high priority traffic routes to ensure both lanes of travel (in opposing directions) are maintained at all times.
- If an on-street parking space between property driveways is deemed not large enough to safely accommodate a vehicle to park safely (without obstructing access).
- To indicate fire hydrants as per ARR - 194.

Continuous yellow line

Yellow lines are a common treatment used to highlight to the community that a vehicle must not stop on a length of road or in an area to which a continuous yellow line applies at any time, regardless of the reason. Yellow lines can be placed along one side of the street or in a staggered nature, to not overly impact/limit the on-street parking provision for the community on one side of the street only.



When assessing the placement of yellow lines, council will place these in a strategic nature to maximise the amount of on-street parking using the following criteria:

- Measuring the available kerb space between driveways on each side of the street to ascertain how many individual car parks can physically fit along one side at any given time. Car park lengths used for this assessment are based on Australian Standard 2890.5:2020 – Parking Facilities - Part 5: On-street parking, with reference to the typical parallel parking layout. For example:
 - Length of an end space where vehicles may enter or leave the space directly are 5.4 metres.
 - Length of an intermediate space is 6 metres minimum.
 - Length of an end space which may be obstructed at one end by a concrete protuberance (traffic island for example) are 6.3 metres.
- Assessing current and future development in the street and surrounding area.
- Reviewing nearby amenities.

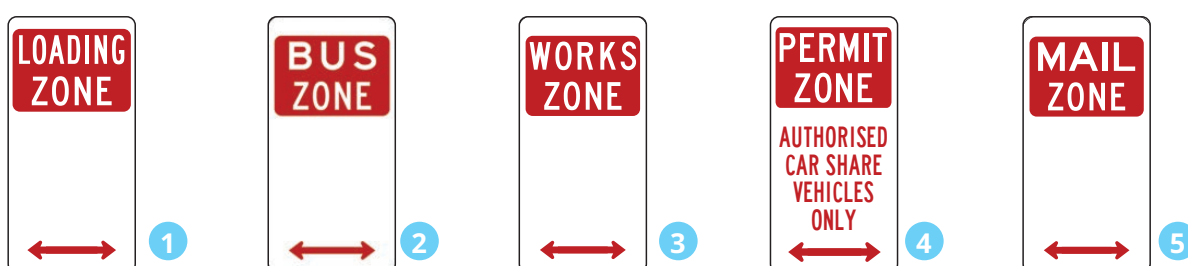


3. User-restricted parking



User-restricted parking restrictions are applied to specific zones identified to provide necessary availability of space for various user groups and are not directly related/associated with an ARR. This provides a balance between community needs and parking amenity.

Specific zones are considered to assist businesses, public transport, services for the community and destinations. These zones, including specific user groups, are explained in detail below.



1. Loading zone

A loading zone is a restricted stopping or parking area reserved for commercial vehicles (trucks of any size, panel vans and utes) to load or unload goods temporarily during the time and or days specified on the signs. Non-commercial vehicles, including wagons and sedans are permitted to stop in a loading zone if the vehicle is picking up or dropping off goods that are 'difficult to handle because of their size', although the maximum time they are permitted to stay is 10 minutes regardless of what is specified on the sign.

2. Bus zone

A bus zone is associated with a public bus stop, extending for a total length of 30 metres (ARR - 183). These zones

are for public buses only. The driver of a public vehicle cannot stop in a bus zone at any time.

Generally, council only installs line marking (broken yellow line) or signs to highlight the extent of the zone and remind motorists to not park or stop in these areas when a concern/complaint is raised pertaining to the above.

3. Temporary works zone

Where temporary works are required and a tradesperson or service provider is unable to reasonably access on-street parking due to an existing timed parking restriction for example, 2 hour parking (2P), they may apply for a temporary works zone to be exempt from the time limit specified. Please

note works zones cannot be granted where 'No Stopping' restrictions apply. The temporary works zone must be applied for by the resident requiring the temporary works and will be issued for a specific period being not more than three months, and for a specific address.

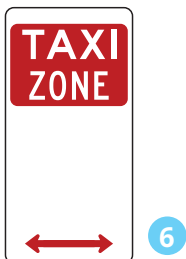
Longer durations for exemption can be assessed if required for extenuating circumstances and are granted on a case-by-case basis.

4. Car share zone

Car share services provide cars on-demand, for rent either by the hour or by the day. Council can work with car share operators to deliver services by facilitating access to on-street parking.

5. Mail zone

If signposts exist to clearly indicate a 'mail zone' adjacent a post box for example, a driver must not park or stop in this zone for any reason as per ARR - 186. Generally, post boxes are not signed unless a query is raised by Australia post or others, stating access is an issue to collect and or drop off mail at a post box.



6. Taxi zone

A taxi zone can be implemented to designate a specific parking area for the use of vehicles undertaking a taxi service. When this zone exists, a driver must not stop in a taxi zone, unless the driver is driving a taxi as per ARR - 182. This is not considered to be a common treatment within the City of Marion.

7. Electric vehicle zone

The City of Marion has several electric vehicle (EV) charging stations located across the city for public charging (this function is not managed by City of Marion).

These electric car charging stations are free to use for the first 15 minutes. Council's vision is to broaden the network of EV charging stations across the city in the future. The parking spaces directly in front of the charging station are dedicated for electric vehicles. These are clearly marked with a pavement decal to indicate that this provision is available.



8. Parking for people with disabilities

Accessible on-street parking can be provided to assist the community and or residents with an impairment in areas where parking is considered to be of high demand, and where availability of a parking space is difficult to locate for these users when required.

The following considerations should be applied when reviewing the need for accessible on-street parking:

- Residential streets with competing parking needs (a valid disability permit pertaining to the requestee needs to be sighted and a scanned copy provided for council records); and
- Areas where safe and accessible paths of travel from the accessible parking spaces to the adjoining developments is achievable.

The provision and design of accessible on-street parking shall be provided in accordance with figure 4.2 to figure 4.7, in Australian Standard 2890.5:2020 – Parking facilities, Part 5: On-Street Parking. If the available space cannot fully achieve these dimensions, council will endeavour to install the most accessible design to suit the location.

Parking spaces for use by people with disabilities can be identified by the following:

- Pavement requirements – a parking space shall consist of an unobstructed area having a firm plane surface, all at the one level/grade.
- Signs – parking spaces shall be identified by a parking control sign incorporating the international symbol of access for people with disabilities (minimum requirement).
- Pavement markings – parking spaces shall be marked in accordance with associated Australian Standard.
- Headroom – the headroom for each accessible parking space shall be at least 2.5 metres.

Is important to note, council will endeavor to provide this accessible facility where possible, although the onus should be put on the requestee to provide accessible parking off-street in the first instance. For example, within an existing car park for a school facility/business or residential property. When this is not possible, council will review and provide for on a case-by-case basis.



4. Timed parking

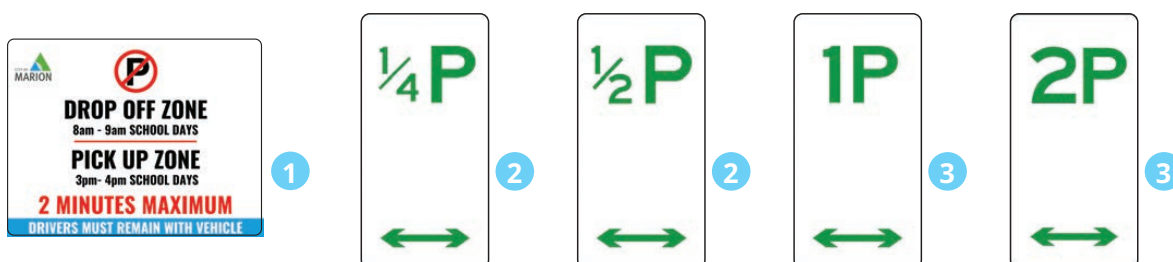


Timed parking restrictions are applied to provide necessary availability of space for various user groups where turnover of car parking is required, and where an immediate restriction is not impacted by an ARR.

Specific time zones are considered to assist business, public transport nodes and precincts or when parking demand is derived from nearby community facilities such as schools, reserves, sports facilities, or shopping centers. The road must be wider than 7.2 metres to allow such a restriction to be in place without contravening the ARR (such as parking opposite or where a minimum 3 metre road cannot be provided / maintained).

When reviewing specific zones within the council area and the suitable parking restriction that may apply, the proximity from the zone will be a contributing factor and may vary on the level of use generated from the facility. For example, a 100 metre radius for a low patronage train station compared to 600 metres radius for a regional station (such as the Oaklands Park Train Station). Parking observations will also need to be undertaken on three (3) separate occasions on a general weekday to ensure parking demand is sufficiently high (>85%) on a regular basis to warrant a restriction.

Appropriate time limits for consideration could include:





1. No Parking (2 minute)

No parking zone does not allow a motorist to stop unless dropping off or picking up passengers or goods, with the requirement being that the driver cannot leave the car or take longer than two (2) minutes.

These zones are commonly used for school drop off and pick up areas (kiss and drop) to improve traffic efficiency surrounding the schools and to ensure vehicles do not unnecessarily park for long periods of time in areas that children are frequently dropped off or picked up.

These restrictions are generally installed directly in front of or bounding the school and provide direct access.

2. 15 – 30 minute

Shorter time periods allow motorists to park briefly to either undertake a service, drop off and pick up children and or pick up take away food for example.

These short time restrictions are generally installed directly in front

of the facility requiring the quick turnover. Examples where this time limit would be considered are as follows:

- Childcare centres/ kindergartens.
- Specialised services for example fast food, dog grooming, dry cleaning or take-away food outlets.

3. 1 - 2 hour

Longer time periods are considered in areas to deter long term parking and at times create a balance between residential parking and commuter parking needs near public transport or larger shopping centres which are considered to be high parking generators.

These restrictions are generally installed directly in front of the facility or on streets within a prescribed buffer zone (dependent on capacity and or the size of the facility). Examples where these times would be considered, including proximity to the facility, are as follows:

- Public transport facilities, for example train or tram stations and bus interchanges (100-600 metre zones, dependent on facility popularity and associated parking demand).
- Large shopping centers for example Westfield Marion (200-300 metre zones for streets within surrounding area).
- Specialized shops for example, bike shop or hairdresser (adjacent the perimeter).
- Industrial precincts (adjacent the perimeter).
- Sporting facilities/venues (100-250 metre zones, dependent on size of the facility, where and when sporting events are held, including seasonal and associated parking demand).



4. Exemption permits

As per the Road Traffic Act and associated ARR, council is empowered by the Minister for Transport to grant specific permits which are only applicable in the instance where a resident or business is subject to a timed parking restriction, for example, a 2 hour parking time limit (2P) in front of their property or business.

The following permits can be granted to the affected community on the instance where time limit parking exists. These are provided on a case-by-case basis and only one permit per property will be issued.

4.1 Residential permit exemption

To be eligible for a residential permit exemption, the applicant must be a resident who resides within the City of Marion. Permits are issued in respect to a specific street/suburb address. Permits are valid per financial year and are not automatically renewed. Applicants will need to reapply each year if exemption is still required. Only one (1) permit is granted per household.

4.2 Business permit exemption

To be eligible for a business permit exemption, the applicant must be a business operator located in the City of Marion. Permits are issued in respect to a specific street/suburb address. Permits are valid per financial year and are not automatically renewed. Applicants will need to reapply each year if exemption is still required. Only one (1) permit is granted per business.

Please note approval is subject to parking assessment to ensure other individual business(es) and community parking needs in the area are considered.





Parking treatments

Various parking treatments can be implemented throughout the council area to address needs and requirements. Parking treatments available for use can range from physical infrastructure, through to educational focused material to assist the community to self-manage the situation.

Generally, educational treatments are provided when a query has not already been raised prior and or evidence suggests the issue reported does not occur on a regular basis, thereby allowing the residents/local community to self-manage the situation. Whereas if there is a high parking demand demonstrated in residential streets where the on-street parking provision is not capable of meeting the parking needs or where community facilities such as schools, require traffic flow to be maintained and generate a high parking demand, physical parking infrastructure can be considered on a case by case basis and if approved, be programmed into future capital works programs for consideration in conjunction with other transport projects.

Parking treatments that are deemed appropriate for use within the City of Marion are described below.



1. Infrastructure

Parking infrastructure such as on street paved parking bays and indented parking bays within the verge space should only be considered in locations of high parking demand and to benefit the wider community. These could include public transport locations, schools, businesses, reserves and community facilities. When assessing the viability of these parking infrastructure locations consideration must be also made for proposed tree planting (not to impact existing environmental/tree canopy strategies) and upgrades to other infrastructure such as adjacent footpath widening or cycling facilities (walking and cycling strategies).

High parking demand is measured by a parking occupancy greater than 85 per cent which has been demonstrated following three (3) separate occasions throughout a general week.

1.1 Paved parking

This includes paving/permeable paving and a semi-mountable barrier kerb (refer photo above) to formally allow a vehicle to park on the verge area. A paved parking area can either provide enough width for a car to park completely off-street or partially on the road in the instance the verge space is compromised. Spaces are designed

and constructed in accordance with Australian Standards to ensure they are accessible, and adequate lengths are provided to accommodate for standard B85 sized vehicles at a minimum. When scoping a provision such as this, the following parameters/design considerations need to be met/included:

- 1 metre clearance be provided either side of any existing street tree (0.5 metres if permeable paving can be used).
- 1 metre clearance from any other existing infrastructure for example, stobie pole/streetlight pole.
- 45-degree splays be provided either side for safe entry/exit of the paved parking area.
- Paving color to be clearly distinguished from existing concrete or paved footpath to ensure the general public can ascertain where parking area is located.
- Paved parking area to be constructed with concrete plinth to ensure paving is encased and does not shift over time as well as to further distinguish the parking area from the footpath.



1.2 Indented parking bays

Indented parking bays involve the construction of an indent of the existing kerb and water table to provide an off-street parking area, utilising the adjacent verge area depending on the road width and verge area available (refer to photo above). This treatment is generally provided to assist with high demand trafficable areas such as school frontages and/or train stations, for example where traffic flow needs to be maintained with a high parking demand requirement. A parking indent can either provide enough width for a car to park completely off-street or partially in the instance the verge space is compromised. Spaces are designed and constructed in accordance with Australian Standards to ensure they are accessible, and adequate lengths are provided to accommodate for standard B85 sized vehicles at a minimum. Parking layouts can be parallel to the kerb or incorporate angled parking where an area permits for example; 30 degree/45 degree and 90 degrees, which can assist in maximizing the number of parking spaces for the area.

Examples where these have been implemented and received well by the community, include the front of schools to assist with the AM and PM peak traffic periods associated with school drop off and pick up times and or reserves with high parking demand.



2. Education

Educational treatments are provided in the instance where a parking query has not been already raised, or where evidence suggests the issue reported does not occur on a regular basis. Evidence can be demonstrated through scheduled parking observations witnessing the issue or through a desktop study, including review of aerial imagery or other time stamped photos, for example, through the Mapillary software platform.

2.1 Signage

In the instance a road is confirmed to be less than 7.2 metres in width, and if the parking query pertaining to parking opposite has not already been raised and/or evidence suggest the issue does not occur frequently, council can install 'do not park opposite' signs (refer photo example above) to remind motorists the road width cannot accommodate for vehicles to be parked opposite one another whilst maintaining safe access along the street.

These signs provide guidance to the residents and the community to self-manage the parking situation in the street in an attempt to comply to the relevant ARR. If the issue persists and subsequent queries are raised, with evidence to show parking demand has increased, further parking assessment is required which may result in the application of parking restrictions or parking infrastructure treatments to be considered.

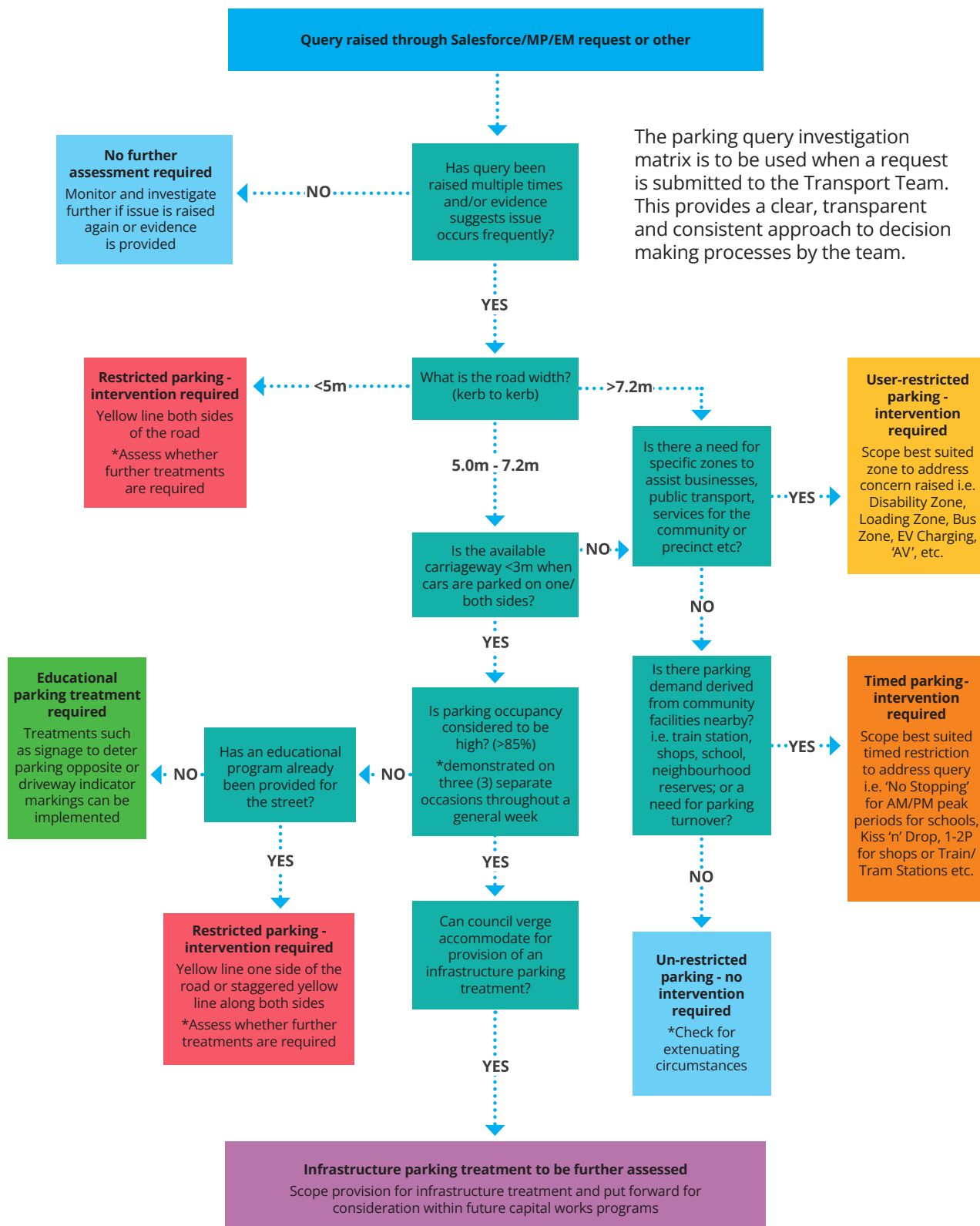


2.2 Driveway indicator markings

Driveway indicator markings may be implemented to indicate the extent of driveways and entrances, reiterating to the community where parking is not permitted as per ARR - 198. The markings consist of a perpendicular yellow line, installed directly on each side of the driveway, extending vertically from the kerb for approx. 300mm. Generally, this treatment is provided where there is evidence that vehicles are regularly parked or encroaching across the driveway or entrance, or where driveway access points are narrow or poorly aligned (creating access issues) and/or in areas with high parking demand.



Parking query investigation matrix



Community engagement

The City of Marion acknowledges that people want to have a say about decisions that affect their lives. Better decisions are made when the decision-maker takes into account the knowledge, experience and opinions of those affected by the decision. In line with the City of Marion's Strategic Plan Towards 2040 we will strive to make every decision with integrity and in the best interests of our community.

Methods of community engagement

We commit to the evaluation and continuous improvement in our community engagement. We will commit to appropriate levels of community engagement before making significant decisions taking into account the number of people affected and the likely degree of impact of the decision.

When undertaking any engagement with the community that encourages feedback on a solution or seeks comments on a particular issue, closing the loop with the community with an outcome or an acknowledgement is critical to demonstrate trust in the processes outlined. It is also important to set expectations and be clear on what the next steps are in the process to encourage further engagement from the community.

Community surveys

Regarding the implementation of parking controls or infrastructure that have been identified under the consultation category of consult, involve and collaborate requires greater than 60 per cent community support (of the residents that have responded) unless multiple options are presented, in which the option with majority is deemed supported by the community.

The consultation area should include all impacted residents and if deemed appropriate extend the consultation radius to the wider area to get a broader view of the communities preferred options.

Consultation material will be sent to the property address (occupier only). The consultation should only count one (1) vote per household. Consultation responses must have a name and address for reporting.

The City of Marion will consider the following methods of including the community.

Consultation method	Details	When to apply from a parking context	Recommended communications
Inform	Communicating balanced and objective information to help the community understand the decision.	<ul style="list-style-type: none"> High risk/safety concerns. Reinforcing legislation/ standards Parking decision matrix (when only one reasonable solution is available) 	<ul style="list-style-type: none"> Letters to impacted residents/ businesses. Advise ward Council Members
Consult	Providing information, ideally presenting a number of options, to allow the community to express their preferences regarding the decision.	<ul style="list-style-type: none"> City of Marion provides the community multiple solutions (in line with the Parking Management Guidelines) to resolve a parking concern/issue. Treatment/intervention proposed has a significant impact to residents (when there is no high risk/safety concerns). Letters to impacted residents/businesses. 	<ul style="list-style-type: none"> Letters to impacted residents/ businesses. Community engagement survey. Advise ward Council Members.
Involve	Working directly with the community throughout a project to ensure that concerns and aspirations are consistently understood and considered as the project evolves through to completion.	<ul style="list-style-type: none"> Minor/major parking infrastructure projects that will have moderate impact to the community. Local Area Traffic Management Studies (LATM). 	<ul style="list-style-type: none"> Letters to impacted residents/ businesses. On-site 'street corner' meeting. Community survey. Advise ward Council Members.
Collaborate	Working in partnership with the community, with a shared sense of responsibility for the work and the outcome.	<ul style="list-style-type: none"> Major parking projects that will have major impact to the community (rare). 	<ul style="list-style-type: none"> Letters to impacted residents/ businesses. Onsite 'street corner' meeting or workshop. Making Marion/City of Marion website/ webpage. Community survey. Advise ward Council Members.
Empower	Placing the decision-making about specific projects, plans and guidelines in the hands of the community and elected members. The community takes responsibility and is accountable for the outcomes of decisions made.	Not applicable from a parking management context	N/A

Dispute resolution

When undertaking parking investigations and implementing recommendations, some residents, business owners or road users may feel that council has acted outside its processes, authority or not in the community's best interests.

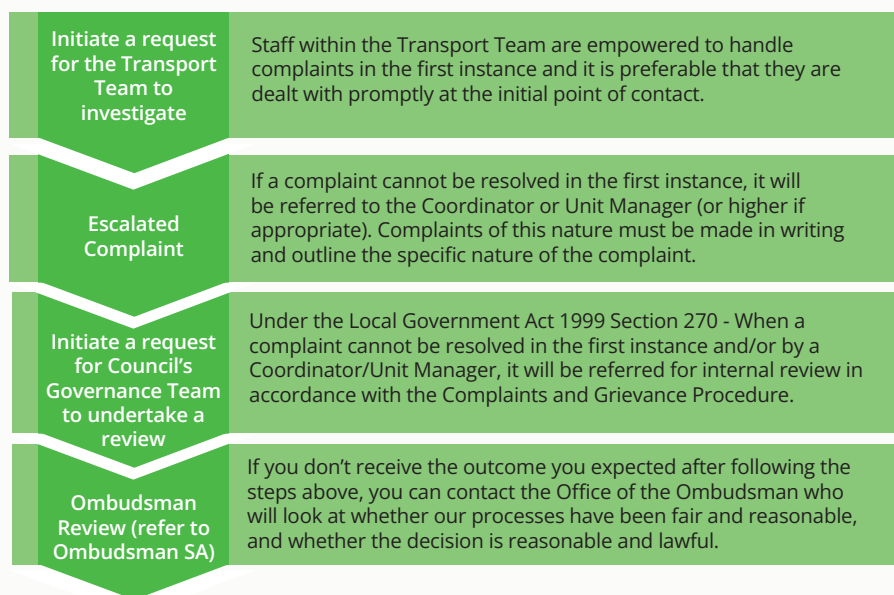
The City of Marion Complaints and Grievances Policy states that the City of Marion:

- Is committed to providing good governance practices through efficient fair and accessible

mechanisms to resolve services complaints or grievances.

- Encourages customers and the community to raise issues and complaints with the council as it provides the opportunity to improve services to the community.
- Recognises the importance of transparency in decision making and the need to provide a fair and objective process for the review of all decision and actions.

The workflow to the right shows the management of complaints and grievances and the path recommended to any community members to follow:



All complaints received by the City of Marion will be treated seriously and complainants will be treated courteously. However, occasionally the conduct of a complainant can be unreasonable. This may take the form of unreasonable persistence, unreasonable demands, lack of cooperation, argumentative or threatening behaviours.

Where a complainant's behaviour consumes an unwarranted amount of council resources or impedes the investigation of their complaint, a

decision may be made to apply restrictions on contact with the complainant. Before making any decision to restrict contact, the complainant will be made aware that, if the specified behaviour(s) or actions continue, restriction may be applied.

Any decision to restrict contact or suspend action on a complaint process will be made by the chief executive officer and/or a general manager. This will be communicated to the complainant in writing.



Council deputations and petitions

A person or persons can make a request to appear as a deputation at a council meeting, to discuss parking matters in front of council members. The presiding member may refuse to allow a deputation to appear at a meeting or to refer the hearing to a council committee.

Petitions provide a democratic mechanism for the community to make requests of and provide information to council. Council accepts petitions from members of the community who have a direct interest in the City of Marion. Petitions must relate to matters that council is authorised to determine and be submitted in writing to council in accordance with the principles set out in regulation 10 of the local government (procedures at meetings) regulations and the requirements of the City of Marion petition policy.

Where further investigation is required, the petition will be tabled and noted and any recommendations may include delegation to staff to investigate and action accordingly or may request a further information report be brought to council for consideration.

When considering a petitioned request, council takes into account the City of Marion's strategic directions, budget and programmed work. This ensures the needs and expectations of both the petitioner(s) and the wider community are considered.

Customer charter

To deliver the best service to our community and to improve our residents' quality of life, continuously, smartly and efficiently.

Our commitment to you is:

You can expect:

- To be treated in a friendly, professional manner.
- Your privacy and confidentiality to be respected.
- Us to deliver what we promise and keep you informed of progress.
- Inclusivity and accessibility reflects the diversity of our community.
- Staff to take ownership of customer enquiries.
- Your personal integrity to be respected.
- Seek the views of those who receive our services and use this feedback to improve our services.

We will:

- Work with you to see things from your point of view.
- Approach requests with interest and creativity.
- Explain things in a helpful and informative way.
- Work with you to resolve a matter in a timely manner.
- Work to build a long-term, trust-based relationship with you.
- Accept responsibility when we get it wrong, fix it and learn from our mistakes.

You can assist us by:

- Working with us, so that we can get the best possible outcome together.
- Treating us with respect and courtesy.
- Provide accurate and complete information.
- Suggesting ways in which we can improve our service.
- Letting us know when you have received exceptional service.

We live our values

- Respect
 - treating everyone as we want to be treated, where all contributions are valued.
- Integrity
 - fostering trust and honesty in all our interactions.
- Achievement
 - enhancing our knowledge and performance to reach our shared goals, while being dedicated to supporting one another.
 - prioritise community safety.
- Innovation
 - encouraging new ideas and learning from our experience to do things better.
 - commit to participating in best practice methodology.

Customer request workflow

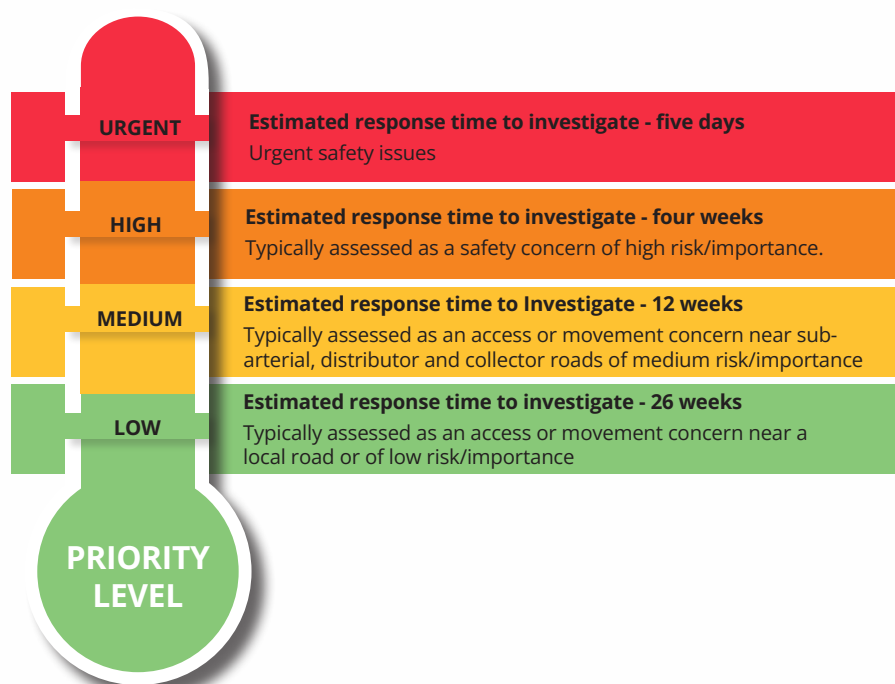
To ensure uniformity and consistent approach regarding parking investigations and the provision of parking restrictions/controls the following request workflow has been developed.



All parking enquires/requests from residents, Council Members and members/candidates of parliament (state and federal) are to be directed to City of Marion Customer Event System (Salesforce), who will allocate a reference number. This is to provide a consistent, transparent and fair approach to all requests and for internal tracking and reporting purposes.

Request prioritisation and service levels

Service levels based on risk and importance have been developed to provide guidance to the Transport Team to determine priorities and to set expectations to the community and Council Members.



Frequently asked questions

Property access

Vehicles are parked close to, or right up to the edge of my driveway, is this legal?

As per the Australian Road Rule vehicles are permitted to park right up to the edge of a driveway. This is not an offence and does not warrant parking restrictions.

Vehicles are frequently parking over my driveway, obstructing my access. What should I do?

If the issue occurs frequently, council's community safety team can monitor the situation and expiate as necessary. Following enforcement, and if the issue continues to occur, council can install yellow driveway edge markings to remind the community of the extent of the driveway access. This is considered to be an educational parking intervention.

A car is parked opposite my driveway which creates access difficulties for me and my visitors. Can a parking restriction be implemented to assist?

Vehicles are legally permitted to park opposite a driveway as long as a 3 metre trafficable lane is maintained between the parked vehicle and the driveway access. This is generally possible in roads that are wider than 5 metres.

My driveway is narrow, creating access difficulties when entering or exiting my property. Can anything be done about this?

Property access is the owner's responsibility and does not warrant a parking intervention. If the owner would like to widen their access point, they can apply for a Driveway Access Permit to obtain approval through council's Infrastructure Audit Team. Any modification(s) that are approved are considered to be at the sole cost of the applicant. Further information pertaining to an alteration request, including an application form and relevant standard drawings, can be found on the City of Marion website under 'Services we offer – Planning and building'.

Cars park between mine and my neighbour's driveway although the kerb space isn't long enough and the vehicle obstructs my driveway, can anything be done to assist?

As per the Australian Road Rule, vehicles are not permitted to park on or across a driveway (even partially), even if this driveway is to your own property.

Generally, a standard vehicle can legally park when a kerb space of 5.4 metres is provided. If the kerb space is below this measurement and the instance is occurring on a frequent basis, council may consider (on a case-by-case scenario) installing a yellow edge line to represent a 'no stopping at all times' restriction.



Street access

Vehicles are parked on both sides of the street, and I am concerned adequate access is not provided for an emergency service vehicle. Can a restriction be installed to assist?

Vehicles can be legally parked on both sides of the street provided a 3 metre minimum carriageway is retained to allow access for wide vehicles through the street, including emergency service vehicles. Generally, roads with a width above 7.2 metres can legally accommodate parking on both sides of the street.

Vehicles park on a bend in the road, restricting the sight line, and forcing vehicles to travel around them onto the opposite side of the road. Can a parking restriction be implemented?

Council will assess each case individually to ascertain whether a parking intervention is required to ensure safe access is maintained. This can include a review of available road width, road geometry and other physical constraints, such as stobie poles, trees and vegetation.

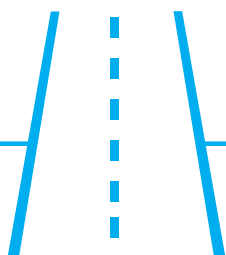
Vehicles are parked on both sides of the street, reducing the carriageway to one lane only. Can a parking restriction be implemented to ensure two-way traffic is maintained at all times?

Cars are legally permitted to park on both sides of the street as per the Australian Road Rules, as long as there is a minimum carriageway of 3 metres remaining, with vehicles then required to drive to conditions, pulling aside to give way to vehicles travelling in the opposite direction when/if required.

Cars are parked too close to the junction/intersection. Can a restriction be implemented?

The Australian Road Rule state that parking is not permitted within 10 metres of an un-signalised intersection. If you witness vehicles parking within this area, please contact council's Community Safety Team or SA Police.

Following enforcement, and if the issue is considered to still occur on a frequent basis, council may consider (on a case-by-case basis) installing yellow edge lines around the corner, to represent 'no stopping at all times' and remind to the community the extent of the no stopping area applicable in the Australian Road Rule.



Parking availability

My neighbour has several vehicles and occupies a large amount of available on-street parking in the street. Can restrictions be implemented to provide parking for each resident?

The road is a public space therefore as long as the vehicle(s) are registered and parked legally they are allowed to do so. Furthermore, council cannot control the number of vehicles each property chooses to leave parked on-street or guarantee parking availability for each resident at any given time.

There is increased development in my street/area, resulting in additional cars parked on-street and limited parking opportunities for other residents, can anything be done about this?

Currently, South Australia's Planning and Design Code stipulate a minimum of one (1) on-street parking space is to be provided per 3 dwellings. It is acknowledged that with continual increased housing development in the street/area, available parking opportunities for residents may be reduced. If the above-mentioned design code requirements are met, council is unfortunately unable to intervene.

Please refer to PlanSA website for further information or contact the council's Development Services department.

There is a parking restriction in front of my property that is applicable all year round, although the high parking demand is only when specific sports seasons are on (for example football/netball). Can the restriction be altered to be seasonal only, to allow parking outside of these times?

Council can review existing parking controls to ascertain whether the peak demand is applicable all year round. If evidence suggests parking demand is reduced following the completion of specific sports seasons for example, the parking restriction can be modified to allow unrestricted or modified time limited parking to occur outside these periods.

There is a large vehicle, trailer/caravan or boat regularly parked on-street, is this permitted?

As per the Australian Road Rule, if the vehicle is below 2.5 metres in width and less than 7.5 metres in length, it is considered to be legally parked while on-street. If the vehicle is greater than 7.5 metres in length (including when hitched to a vehicle) it is only legally permitted to remain parked on-street for a duration of 1 hour.



There is a train/tram station nearby, commuters park on both sides of the street, throughout the week. This leaves limited car parks left for me or my neighbours to utilise. Can a restriction be installed?

Council promotes the use of alternative modes of transport and acknowledge it is common that commuters can often utilise the nearby on-street parking when train/tram stations are near local streets. This is regarded as competing needs of the street and/or local community. To ascertain the parking demand and whether a parking restriction is warranted, council will need to review parking occupancy.

If warranted, a time limit restriction may be considered for one side of the street for example, a two hour time limit (2P). This allows residents to apply for a parking permit exemption from the time limit specified, thereby restricting the parking to the broader community who chose to park in the street. This creates a balance in parking demand.

There is a community facility nearby resulting in high volume of cars parking at various times throughout the week and/or on the weekend, this leaves limited parking for me or my neighbours to utilise. Can a restriction be installed?

It is common for motorists to utilise nearby on-street parking to community facilities, this is seen as competing needs for the street. To ascertain the parking demand and whether a parking restriction is warranted, council will need to review parking occupancy.

If warranted, a time limit restriction may be considered for one side of the street for example, a one hour time limit (1P). This allows residents to apply for a parking permit exemption from the time limit specified, thereby restricting the parking to the broader community who chose to park in the street. This creates a balance in parking demand.

Does the City of Marion offer residential/business parking permits?

Council can provide residential or business permit parking exemption in the instance that the area is subject to a timed parking restriction for example; a 2 hour time limit (2P) parking in front of their property or business. The permit exempts the vehicle from the specified timed limit. Eligible applicants must be residents who reside with the property affected, within the City of Marion and only one (1) permit is granted per property.

Please note business permit parking exemptions are subject to a parking assessment to ensure that individual business(es) and community parking needs are fully considered.



Waste collection

A car is parked in front of my waste collection bin. Can anything be done about this?

Vehicles are legally permitted to park in front of a waste collection bins. In the instance where the garbage truck cannot gain direct access to the bin to load it automatically, the operator is required to exit the vehicle and manually load and empty the bin(s). If this does not occur, please report this to council's waste contractor to schedule a re-collection. Parking restrictions are not warranted in this instance.

To self-manage the situation, alternative bin locations can may considered. For example, rubbish bins are permitted to be placed on-street, alongside parked vehicles or in front of your driveway access (if possible).



Enforcement

Vehicles regularly park for longer durations in streets with specific time restrictions or in areas where parking is not permitted as per Australian Road Rules, what can be done about this?

Contact council's Community Safety Inspectorate Team to monitor the situation and enforce where applicable. When reporting these issues to council, please include supporting information such as specific days/times and photos to assist with the review. Preferred method of contact is by telephone on 8375 6600 or through councils customer portal online at my.marion.sa.gov.au/s/.



Document control

Document owners	Organizational role
Mathew Allen	Manager Engineering, Assets & Environment
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Version	Date	Author/s	Change status
0.1	17 March 2023	Nathan Saxty/ Carl Lundborg	First draft
0.2	28 March 2023	Nathan Saxty/ Carl Lundborg	Updated draft document from internal review
0.3	2 May 2023	Nathan Saxty/ Carl Lundborg	Updated draft document with comments and feedback from the Infrastructure Committee (IC230404R7.2)
0.4	17 May 2023	Nathan Saxty/ Carl Lundborg	Updated draft document with comments and feedback from the Elected Member Forum (FORUM230516R1.5)
0.5	26 September 2023	Nathan Saxty	Updated draft following community feedback



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Designed by CoM Marketing and Communications 2023.

11.4 Tunnel Protection Overlay Code Amendment

Report Reference	GC231024R11.4
Originating Officer	Senior Strategic and Policy Planner – David Barone
Corporate Manager	Manager Development and Regulatory Services – Warwick Deller-Coombs
General Manager	General Manager City Development – Tony Lines

REPORT OBJECTIVE

To inform Council of the draft Tunnel Protection Overlay Code Amendment and endorse a submission to the Department for Infrastructure and Transport (DIT).

EXECUTIVE SUMMARY

The Torrens to Darlington Project forms the final part of the North-South Corridor. Two tunnels are proposed, one of which runs through the City of Marion between Clovelly Park and Glandore. DIT has prepared a draft Code Amendment seeking to provide a greater level of control over developments and activities that occur over the identified tunnel route to control the loads over the tunnels for structural integrity and ongoing operations.

The Code Amendment proposes policies that seek to limit the extent of excavation and above ground activities, as well as introduce a referral trigger to the Department for comments and direction. The Code Amendment is on Early Commencement, meaning the policy is currently in place and operating, pending consultation which closes 9 November 2023.

The Code Amendment is accompanied by a suite of regulation changes and a new Ministerial Building Standard that, together, form the suite of controls aimed at providing the technical matters sought by the Department in protecting activities over the tunnels.

The suite of policy and regulation changes has no significant implications or undesired outcomes for Council, other than some development applications for works unnecessarily requiring public notification. A submission to DIT advising of no objections subject to minor policy tweaks is proposed.

On 10 October 2023 the Planning and Development Committee recommended Council endorse the submission to DIT.

Refer to Attachment 1 for Submission and Attachment 2 for Summary of Amendment (information sheet). Members can also view the full [Code Amendment](#) and [Discussion Paper](#).

RECOMMENDATION

That Council:

- 1. Notes the draft Tunnel Protection Overlay Code Amendment.**
- 2. Makes a submission to the Department for Infrastructure and Transport advising that Council has no objection to the Code Amendment subject to:**
 - a) activities by Councils, utility providers or state agencies associated with**
 - excavation or intrusion of the ground exceeding 2.5 metres below ground level, including underground drains, pipes, conduits, tunnels, underground passageway, or adit; or
 - temporary stockpiling over an area exceeding 100 square metres;

are listed as activities that are exempt from public notification against the relevant affected Zones covered by the Overlay; and

- b) the tunnels (and extent of the Tunnel Protection Overlay area) are registered against Dial Before You Dig service to ensure awareness and notification of triggers for development approval to any interested parties.

DISCUSSION

DIT is in the process of detailed design for the Torrens to Darlington project as part of the North-South Corridor. Two tunnels are proposed as part of the project, being a northern tunnel that runs between Hilton and Thebarton and a southern tunnel which runs between Clovelly Park and Glandore. The proposed tunnels will be positioned between 10 metres and 30 metres below surface level across the corridor (except where transitioning back to surface). A key part of this design process is a need to provide some certainty and control over the nature of activities that occur now and into the future over the identified tunnel locations. This is important to ensure the structural integrity of the tunnels now and into the future, including operational aspects.

A draft Tunnel Protection Overlay Code Amendment has been prepared by DIT and released for consultation until 9 November 2023. The Code Amendment has been placed on Early Commencement, meaning it is in effect immediately whilst on consultation.

Tunnel Protection Overlay

The Code Amendment introduces a new Tunnel Protection Overlay which applies to the properties under which the tunnel will be positioned along with those properties within a 45-degree plane from the centreline of the tunnels to the surface level. Overall, within the City of Marion 421 properties are directly affected by the Overlay (of which 90 are being acquired by DIT).

The Tunnel Protection Overlay introduces policy that seeks to limit development opportunities for the affected properties as follows:

- limit building heights to 3 building levels for the land uses envisaged across the zones covered by the Overlay.
- limit the filling of land to a maximum of 1 metre above the regulated surface level (current surface).
- limit the storage of materials and equipment or stockpiling to an area of 100m² (regardless of content, weight or height).
- limit excavation or ground intruding activities to 2.5 metres below current surface levels.

For the most part, the policies do not impinge on the development rights of most properties that are affected, which are mostly commercial or retail in nature. The Zones covered by the Overlay include:

- Strategic Employment Zone at Edwardstown – current height limit of 2 building levels.
- Employment Zone (along most of the corridor) – current height limit of 2 building levels.
- Suburban Activity Centre Zone at Castle Plaza and Clovelly Park – current height limit of 4 building levels.
- Urban Neighbourhood Zone at former Hills industries site – current height limit of 4 building levels.
- General Neighbourhood Zone (small sections only) – current height limit of 3 building levels.
- Established Neighbourhood Zone at Glandore – current height limit of 1 building level (2 possible to rear).
- Recreation Zone which covers the Glandore Oval – no height limit currently identified.

Potential activities that may be likely to be affected within the properties include:

- any potential basement car parks as part of future commercial or retail proposals (only likely to be part of larger scale retail, commercial or mixed-use proposals, such as at Castle Plaza / former Hills industries site).
- any multi-storey buildings within Castle Plaza (Suburban Activity Centre Zone) or former Hills Industries land (Urban Neighbourhood Zone), or the Suburban Activity Node Zone at Clovelly Park.
- larger scale storage as part of industrial and warehousing activities within the Strategic employment zone (noting that this is regardless of the nature of the goods or materials being stored).

For the limited residential properties covered by the Overlay, no implications for development are envisaged (most swimming pools will be within the 2.5 metre excavation limit).

From a development assessment pathway perspective, the application of the Overlay triggers both exemptions from Deemed-to-satisfy development (where the DTS criteria are not achieved), and the application of a referral trigger to the Commissioner of Highways for activities that do not achieve the identified criteria. Referral is for Direction by Commissioner of Highways with a 30-business day referral period.

Planning, Development and Infrastructure (General) Regulations 2017

The Code Amendment is also accompanied by changes to the Planning, Development and Infrastructure (General) Regulations 2017 which applies new triggers to development and definitions. New defined terms (which are referenced by the Tunnel Overlay policy) include:

Regulated surface level - Means the measured ground surface level within the boundaries of the Tunnel Protection Overlay as established at the time of commencement of operation of the Tunnel Corridor Code Amendment, as shown on the Planning Reference layer of the SA Property and Planning Atlas.

Ground intruding activity - means an activity that intrudes the ground and includes—

- (a) excavation for building pad or strip footings or pile foundations; and*
- (b) installing an underground drain, pipe, cable or conduit; and*
- (c) excavation for a tunnel, underground passageway or adit; and*
- (d) the use of ground reinforcing elements, including—*
 - (i) ground anchors; and*
 - (ii) soil nails; and*
 - (iii) rock bolts; and*
 - (iv) mechanical stabilising elements as part of a retaining structure.*

The new triggers for development now requiring development applications include:

- filling of land exceeding a vertical height of 1 metre above the regulated surface level on land within the Tunnel Protection Overlay.
- any ground intruding activity exceeding a depth of 2.5 metres below the regulated surface level within the Tunnel Protection Overlay.
- any storage of materials, equipment or vehicles (whether temporary or permanent) over an area exceeding 100 m² on land within the Tunnel Protection Overlay.
- any temporary stockpiling of soil, gravel, rock or other natural material over an area exceeding 100 m² on land within the Tunnel Protection Overlay.

Some services, utilities and infrastructure work undertaken by essential infrastructure providers (such as SA Power Networks or SA Water) or Council that have the potential to impact on the tunnels will require a development application where previously one was not required. This includes the installation and construction of new services, and the augmentation of existing services which involve:

- excavation or intrusion of the ground exceeding 2.5 metres below ground level, including underground drains, pipes, conduits, tunnels, underground passageway or adit (another type of passage);
- structures of greater than 3 levels in height or have a loading at the foundation exceeding 45 kPa;
- fill or earthworks more than 1 metre above ground level or have a loading at the surface exceeding 25 kPa; or
- temporary stockpiling over an area exceeding 100 square metres.

Ministerial Building Standard

A new Ministerial Building Standard (MBS), MBS 011 – Additional requirements for designated Tunnel Protection Overlay areas, will apply to these locations. The MBS identifies the additional specific performance requirements for which development will be assessed for Building Consent purposes. The Standard identifies deemed-to-satisfy provisions relating to total and surcharge loadings above the tunnels, along with methods for calculating loadings along with identification of required clearances for excavations from the tunnel exclusion area (within 5 metres from the top of the tunnel structure).

Implications for Council

The proposed changes to the Regulations and the Planning and Design Code will potentially have implications for Council in two ways:

- some additional development applications needing to be assessed and referred to DIT.
- some public works activities may now trigger the need for a development application which will impact processes and timeframes for our City Services team.

Despite this, the actual likelihood of proposals being triggered by the proposed changes are considered low at this point in time. As such, the implications for Council from a resourcing viewpoint are likely to be negligible.

For those limited locations where a higher and more intensive building form is envisaged to the limits imposed by the Overlay (i.e., Castle Plaza and Urban Neighbourhood Zone at Edwardstown) the potential to develop to the Zone's full potential will be dependant in the ability to manage loads on the tunnel structures (which can be addressed through various construction techniques). This potential, along with the limited extent of coverage of the Overlay in these locations means that the intent of the zones in these locations is unlikely to be compromised by the Code Amendment.

An unknown from the proposed referral process and policy requirements is the level of information likely to be sought by DIT to address their interests in understanding impacts on the tunnel designs. Often, proposals at Planning Consent Stage are unlikely to have footing designs detailed and resolved. As such, there may be a need for proponents to undertake some additional work in response to requests for further information from DIT as part of the referral process. This, however, will not impinge on the assessment timeframes or complexity of the Planning Consent assessment for Council, given the referral process and comments is managed by DIT, and as comments for Direction, Council is obliged to act on DIT's direction (be it to refuse a proposal or apply a specific condition to any approval).

The new triggers for development may have the potential to impact new roadworks, stormwater infrastructure and installation of new structures such as street lighting and signage, where the

above excavation depths or structure heights are triggered. This has been flagged with Council's City Services Team, who have advised that in most cases, Council works will not trigger the depths identified by the Regulations and in any event, for the forthcoming financial year, no works are proposed in the affected area. As such, the implications are considered minimal.

Notwithstanding, the above, the Planning and Design Code changes do not identify excavation works associated with Council, utility or state agency activities that would now require a Development Approval as specifically exempt from public notification. This would therefore require Council's Assessment Manager to determine these works as minor to avoid notification. Given that these works will be below ground, and previously occurred without any approval, it is reasonable that these are included as exempt from public notification (for development application purposes). It is likely that such works would undergo separate community engagement measures as part of their planning and design in any event and duplication of this at the development application stage is not necessary.

It is also suggested that there would be benefit in the tunnels being registered as part of the Dial Before You Dig service, prompting awareness of the need for approval for activities and ensuring those undertaking works are aware of the need for approval in certain circumstances.

The Glandore Oval is the only Council asset / property that is affected by the Overlay. The location of the overlay runs through the oval and tennis court areas that contains light towers and sub-surface infrastructure, but the existing clubrooms fall outside of the affected area. A brief has been prepared for a master plan for the Glandore Oval, but the design process has not yet commenced. The brief identifies the location of the tunnels beneath the site, and a process of ongoing engagement with DIT to ensure it responds appropriately to their design requirements.

It is unlikely that any future clubroom structure would trigger the Tunnel Policy criteria due to height, however consideration of the criteria imposed by the Tunnel Protection Overlay will be part of the design process. The Code Amendment and regulation changes are not retrospective and therefore do not impact on existing infrastructure.

Given the above, Council should prepare a submission to DIT advising of no objection to the draft Code Amendment, subject to the following:

- a) activities by Councils, utility providers or state agencies associated with:
 - excavation or intrusion of the ground exceeding 2.5 metres below ground level, including underground drains, pipes, conduits, tunnels, underground passageway, or adit; or
 - temporary stockpiling over an area exceeding 100 square metres;are listed as activities that are exempt from public notification against the relevant affected Zones covered by the Overlay; and
- b) the tunnels (and extent of the Tunnel Protection Overlay area) are registered against Dial Before You Dig service to ensure awareness and notification of triggers for development approval to any interested parties.

A suggested response is included in Attachment 1 in line with the recommendation by the Planning and Development Committee from 10 October 2023.

ATTACHMENTS

1. Attachment 1 - Draft Submission [**11.4.1** - 2 pages]
2. Attachment 2 - Tunnel Protection Overlay Fact Sheet [**11.4.2** - 4 pages]



25/10/23

Tunnel Protection Overlay Code Amendment
GPO Box 1533
ADELAIDE SA 5001

PO Box 21, Park Holme
South Australia 5043

245 Sturt Road, Sturt
South Australia 5047

T (08) 8375 6600

F (08) 8375 6699

E council@marion.sa.gov.au

Draft Tunnel Protection Overlay Code Amendment

Thank you for notifying Council of the Draft Code Amendment, which is under Early Commencement, including the staff briefings provided to explain the proposal and allow for questions.

We note that the Code Amendment affects 421 properties within the Marion Council area, including one Council property being the Glandore Recreation Ground.

I wish to advise that Council, at its 24 October 2023 meeting, resolved to advise the Department for Transport and Infrastructure it has no objection to the Code Amendment, subject to the following alteration to the policy as it applies to the Zones across the affected area:

- activities by Councils, utility providers or state agencies associated with:
 - a) excavation or intrusion of the ground exceeding 2.5 metres below ground level, including underground drains, pipes, conduits, tunnels, underground passageway, or adit; or
 - b) temporary stockpiling over an area exceeding 100 square metres;

are listed as activities that are exempt from public notification.

These activities have previously not required approval or notification under the act and, in most cases, undergo separate engagement processes as part of the project planning and delivery. Additional consultation as part of the development application process is seen as unnecessary.

Council also recommends that the Department have the Tunnel Protection Areas covered by the Overlay registered against the Dial Before You Dig service, which will

The City of Marion acknowledges we are situated on the traditional lands of the Kaurna people and recognises the Kaurna people as the traditional custodians of the land.



City of Marion



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draw people's attention to the presence of the tunnels and allows the Department to make people aware of their obligations under the *Planning, Development and Infrastructure Act, 2016*.

Council would be happy to further participate in clarifying our submission and resolving the desired exclusion from public consultation suggested. Please contact David Barone, Senior Strategic and Policy Planner on 8375 6667 or via email david.barone@marion.sa.gov.au

Yours faithfully

DRAFT

The City of Marion acknowledges we are situated on the traditional lands of the Kaurna people and recognises the Kaurna people as the traditional custodians of the land.



Tunnel Protection – proposed Code Amendment

The Australian and South Australian governments are delivering the most significant infrastructure project ever undertaken in South Australia, the 10.5km River Torrens to Darlington (T2D) Project.

Two sets of tunnels will be built in the north (Richmond to Torrensville) and south (Clovelly Park to Glandore) with an open motorway connecting them. When complete, more than 50% of the T2D motorway will be underground tunnels.

The tunnels will run underneath the existing South Road corridor and, in some sections, underneath properties at depths of around 10m to approximately 30m below the surface.

To protect the integrity and ongoing operation of the new tunnels, we are seeking to amend the State's Planning and Design Code (the Code) to ensure that future development activity and construction work nearby doesn't impact the tunnels.

To complement the policies in the Code, the Minister for Planning has introduced a new Ministerial Building Standard setting out technical matters that builders and engineers need to consider in designing building work and structures near major transport tunnels.

What does this mean for me as a property owner?

If you plan to renovate or build in the future at a property that is immediately above or adjacent to the alignment of the new tunnels, the Code Amendment means there may be an additional process that will occur as part of the usual approvals required.

The assessment pathway for certain types of development will change to ensure that potential impacts on the tunnels are considered in their design. The nature of the development you want to do determines whether this additional process is required or not.

The intent of the changes is not to stop developments, but to ensure they do not impact on the tunnels. In most instances, the Code Amendment is not expected to impact any work a property owner may want to do in the future.



Australian Government



Government of South Australia
Department for Infrastructure
and Transport

Information correct
as of August 2023

What is the Planning and Design Code?

The Code sets out the rules and policies that determine how land can be used in South Australia and what can be built on it.

It includes specific requirements for development near essential infrastructure (such as major roads, airports and pipelines) to avoid interruptions and impacts to this infrastructure.

Changing the requirements in the Code is called a 'Code Amendment'.

Why do you need to change the Code?

As the T2D tunnels are the first major transport tunnels in South Australia, new requirements need to be introduced to guide development near this new type of essential infrastructure.

It's important that the area immediately around the tunnels is protected from intrusion from structures, such as pilings or basements, or works such as excavation, and to ensure development activities don't create a change in the loading (or weight or stress) that is beyond what has been factored into the tunnel design.

The new requirements are consistent with similar planning measures interstate outlining what builders and engineers will need to consider when designing and building near the tunnels.

What change is proposed?

Certain development applications will be referred to the Commissioner for Highways for review to ensure they do not impact the tunnels.

Not all development applications will require this referral, only those that satisfy the following criteria:

- a new building (or alteration of or extension to an existing building) or temporary structure that exceeds 3 building levels
- excavation or ground intrusion at a depth exceeding 2.5m (such as footings, underground car parks, cellars, pipes or drains)
- fill or earthworks that build up the ground level by more than one metre
- storage of material or equipment or temporary stockpiling over a designated stockpiling or storage area exceeding 100m²

How you submit a development application will not change, this is just an additional step as part of the application process.

The intent is not to stop developments but to ensure they do not impact on the tunnels.

Any development applications lodged after 31 August 2023 will be subject to the new provisions.

What will the referral involve?

The referral will involve a technical assessment to ensure what is proposed will not impact the tunnels.

If the technical assessment finds that the work planned is likely to impact the tunnels, guidance will be provided on elements that don't meet the requirements.

What area is affected by the proposed change?

Properties within the affected area map are those near the northern and southern tunnels shown on the plan over the page. From a planning perspective, the affected area is called the 'Tunnel Protection Overlay.'

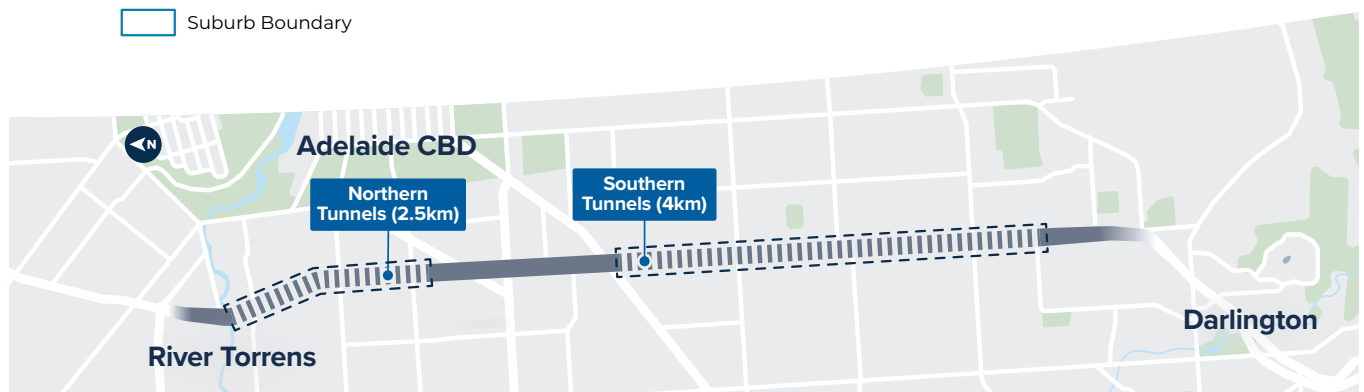
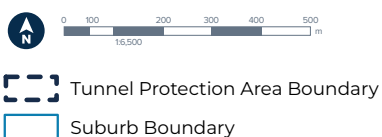
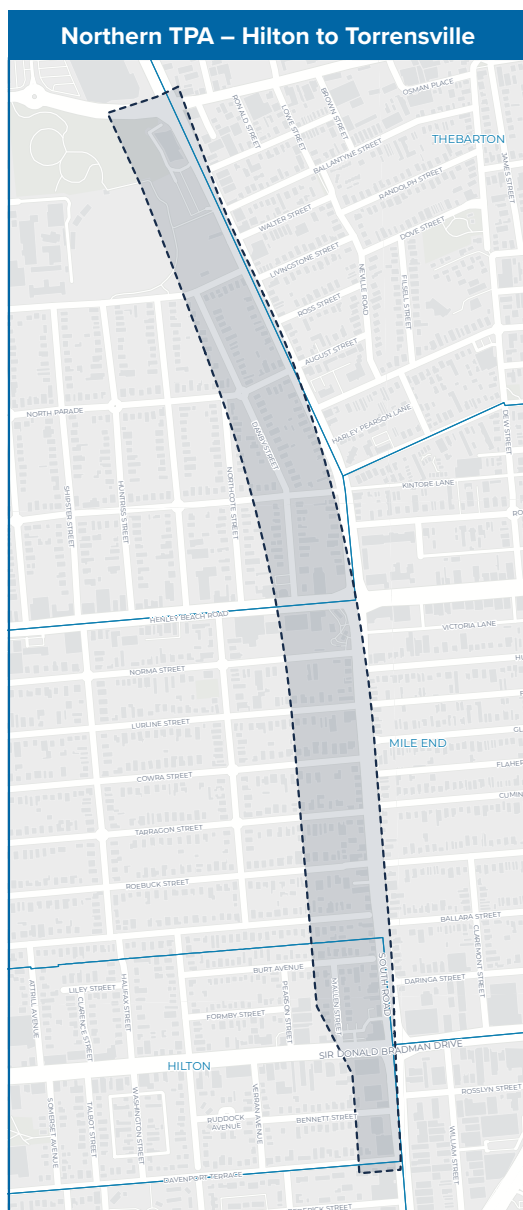
Will the Code Amendment change what can be built?

In most instances, no.

Swimming pools, single storey cellars, as well as footings and foundations associated with buildings less than 3 storeys will generally not require a referral to the Commissioner as they are unlikely to be deeper than 2.5m.

The proposed changes do not change how land is zoned. For example, if a section of land is zoned as residential, the proposed Code Amendment does not change this.

Tunnel Protection Areas (TPAs)



Further information and to provide your feedback

The proposed Code Amendment is available on the PlanSA website. Alternatively, please scan the QR code to view this information.

Consultation on the proposed Code Amendment and Building Standard is open for 8 weeks from 31 August 2023 to 26 October 2023.

There are several ways to provide your feedback:

- Via our online survey or submission form available on the [PlanSA](https://www.plansa.sa.gov.au) website.
- Via email to T2D@sa.gov.au
- In writing, addressed to:
Tunnel Protection Overlay Code Amendment
GPO Box 1533
ADELAIDE SA 5001
- By calling 1800 572 414
- Register to attend a drop-in tunnel protection community information session – please visit [On consultation | PlanSA](https://www.plansa.sa.gov.au) or scan the QR code for more information.

How will my feedback be used?

Your feedback will be used to better understand the potential impacts of the proposed planning policies so that mitigation strategies can be fully considered.

An Engagement Report will summarise all Code Amendment related feedback received during the consultation process. This will be publicly available on the PlanSA Portal following the Minister's decision.



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1300 951 145



T2D@sa.gov.au



[T2D.sa.gov.au](https://www.t2d.sa.gov.au)

Meet with the team face-to-face

Visit the T2D Project website for opening times and how to make an appointment to meet the team.



Community Information Centre (southern)
1194 South Road,
Clovelly Park



Community Information Centre pop-up (northern)
Brickworks Marketplace, Shop 24,
(Corner of South Road and Ashwin
Parade, Torrensville)



Australian Government



Government of South Australia
Department for Infrastructure
and Transport

11.5 Appointment of Deputy Mayor

Report Reference	GC231024R11.5
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Mitchell
Corporate Manager	Manager Office of the Chief Executive - Kate McKenzie
General Manager	Chief Executive Officer - Tony Harrison

REPORT OBJECTIVE

For Council to appoint a Deputy Mayor in accordance with legislative requirements.

EXECUTIVE SUMMARY

The role of Deputy Mayor is to support the Mayor in their official capacity and be able to undertake the Mayoral role in the event the Mayor is absent. Additional duties may involve presiding at Council meetings, acting as principal spokesperson, representing Council at civic and ceremonial functions and attendance at certain meetings with Council members, State and Federal Members of Parliament, business and community leaders and residents.

It also provides a developmental role for a Council Member and an opportunity for a strengthened relationship between the Mayor and the Deputy.

RECOMMENDATION

That Council:

- 1. Appoints Councillor X as the Deputy Mayor from 29 November 2023 until 29 November 2024.**

DISCUSSION

The City of Marion is constituted on the basis that the Mayor is “elected as a representative of the area as a whole”. Section (51)(3) and (4) of the *Local Government Act 1999* (the Act) provides that ‘if a council has a Mayor, the Council may also resolve to have a Deputy Mayor. Such a position is chosen amongst the council at their discretion for a period of time not exceeding four years’.

The Council has traditionally appointed a Deputy Mayor each year, therefore creating the opportunity for four Council Members to undertake the role during the Council’s four-year term. The last four Deputy Mayors have been;

- 2022/23 Councillor Raelene Telfer
- 2021/22 Councillor Luke Hutchinson
- 2020/21 Councillor Nathan Prior
- 2019/20 Councillor Mathew Shilling

An allowance is paid to all Council Members in accordance with Section 76 of the *Local Government Act 1999*. This allowance is set by the Remuneration Tribunal of South Australia (the Tribunal).

Previously Section 76(9) provided that allowances would increase pursuant to a formula in the regulations. As a result of the Local Government Reform, and changes in the Act, the formula has been deleted from the Variation Regulations. In future, the Local Government Association (LGA) will liaise with the Tribunal to provide clear advice to Councils about CPI adjustments to member allowances.

An allowance determined under Section 76 is to be adjusted on the first, second and third anniversaries of the relevant periodic elections to reflect changes in the Consumer Price Index.

Pursuant to Section 76 of the Act, a member of Council is entitled to an allowance determined by the Remuneration Tribunal. The Remuneration Tribunal reviews and sets the allowance every four years. This was last reviewed in 2022 to come into operation at the conclusion of the 2022 Local Government Elections. The Tribunal's determination dated 5th July 2022 provides for the following allowances with respect to the City of Marion:

- Mayor \$ 91,312 (pa)
- Deputy Mayor \$ 28,536 (pa) (one and a quarter times the Councillor allowance)
- Councillor \$22,828 (pa)

Provision has been made within Council's budget for the payment of allowances.

Process for Appointment

During the Council Meeting, the Mayor will seek nominations for the position of Deputy Mayor. If there is more than one nomination received, a secret ballot will be held to ascertain Council's preference for Deputy Mayor. This will occur by preferential voting method. The preferred Deputy Mayor will be required to declare a conflict of interest due to the pecuniary interest attached to the additional allowance and leave the room whilst the vote occurs. Following this, a resolution would be passed to appoint the Deputy Mayor until 30 November 2024.

ATTACHMENTS

Nil

11.6 Committee Structure and Council Member Representatives for various positions 2023-2024

Report Reference	GC231024R11.6
Originating Officer	Unit Manager Governance and Council Support – Victoria Moritz
Corporate Manager	Manager Office of the Chief Executive - Kate McKenzie
General Manager	Chief Executive Officer - Tony Harrison

REPORT OBJECTIVE

The purpose of this report is to seek Council's endorsement of a proposed Council Committee structure and to appoint Council Members to the various positions of Council and Council Committees for the 2024 calendar year. The appointment of Council Members to these positions is required to fulfill Council's governance and legislative obligations.

EXECUTIVE SUMMARY

At the Forum held on 17 October 2023, Council reviewed its current committee structure and considered feedback provided through the recent Council Effectiveness Survey 2023.

Following discussions and feedback provided, this report recommends the following Section 41 Committees continue (with no change to current Terms of Reference) and seeks to appoint Council representatives to these committees which are due to expire on 30 November 2023:

- Finance, Risk and Audit Committee (1-2 positions)
- Review and Selection Committee (2 positions)

This report recommends that Council disbands the following Committees, noting that matters relating to the functions and objectives of the Infrastructure Committee and Environment Committee will be combined and incorporated into one Committee "*Infrastructure and Environment Committee*":

- Planning and Development Committee
- Infrastructure Committee
- Environment Committee.

The new "Infrastructure and Environment Committee", Terms of Reference are included as attachment 2 for Council consideration and adoption.

It is noted that items that would have been considered through the Planning and Development Committee will be addressed through Council Forums and General Council Meetings.

In addition, a Reconciliation Action Plan (RAP) Working Group is established which will continue and will require Council to appoint two Council Members to the RAP Working Group commencing 30 November 2023.

RECOMMENDATION

That Council:

1. **Appoints the following Councillors to the Finance, Risk and Audit Committee for a**

term commencing on 30 November 2023 and concluding on 30 November 2024:

- X
 - X
2. Appoints the following Councillors to the Review and Selection Committee for a term commencing on 30 November 2023 and concluding on 30 November 2024:
- X
 - X
3. Appoints the following Councillors to the Reconciliation Action Plan Working Group for a term commencing on 30 November 2023 and concluding on 30 November 2024.
- X
 - X
4. Disbands the Environment Committee, Infrastructure Committee and the Planning and Development Committee effective from 30 November 2023.
5. Adopt the Terms of Reference for the Infrastructure and Environment Committee as provided in Attachment 2, in accordance with Section 41 of the Local Government Act 1999, subject to the following amendments:
-
6. Appoints Councillor XX as the Presiding Member of the Infrastructure and Environment Committee for the Committee Meetings scheduled in February, April, June and July 2024.
7. Appoints Councillor XX as the Presiding Member of the Infrastructure and Environment Committee for the Committee Meetings scheduled in August, September, October and November 2024.

DISCUSSION

Nominations will be sought during the meeting for the nominated positions and a secret ballot will be held if more nominations than vacancies occur, and the preferential voting method will be used to calculate the results. Further information on this process is provided in **Attachment 1**.

The Terms of Reference of the Committees state that the Council Member Representatives will change during the term of Council, however, Council may resolve to re-appoint a Council Member representative for consecutive terms if this provides continuity for the Committee.

Review and Selection Committee (Mayor + 2 Members)

Pursuant to Section 41 of the *Local Government Act 1999* (the Act) the Council has established a Chief Executive Officer Performance Review and Selection Committee; the *Review and Selection Committee*.

The Mayor is Presiding Member of the Review and Selection Committee. In addition, Council is required to appoint two additional members to the Committee for a term commencing 30 November 2023 and concluding 30 November 2024. No sitting fee is payable to Council Members on the Finance, Risk and Audit Committee.

There are no proposed changes to this Committee with the current Terms of Reference available on Council's website ([link here](#))

Finance, Risk and Audit Committee (1 or 2 Members)

The Finance, Risk and Audit Committee is a formally constituted Committee of Council pursuant to Section 41 and 126 of the *Local Government Act 1999* and is responsible to Council. It operates as an independent and objective advisory Committee to Council and does not have any delegated decision making or authority to implement actions in areas over which the Chief Executive Officer has delegation.

The current Council Members appointed to the Finance, Risk and Audit Committee (FRAC) will expire on 30 November 2023. Council is required to appoint up to two Council Members to the FRAC. It is recommended that the new term be from 30 November 2023 to 30 November 2024. No sitting fee is payable to Council Members on the Finance, Risk and Audit Committee.

There are no proposed changes to this Committee with the current Terms of Reference available on Council's website ([link here](#))

Infrastructure and Environment Committee (comprises all Members)

Pursuant to Section 41 of the *Local Government Act 1999* (the Act), it is proposed that Council establishes an Infrastructure and Environment Committee with a membership comprising all Members. A proposed Terms of Reference is included in **Attachment 2**. The Committee will have a focus on matters relating to environmental sustainability initiatives and strategies and monitoring Council's strategic management of council infrastructure and assets.

Two Council Members will preside over the Committee during a twelve-month period, one appointed to preside over the meetings in February, April, June and July. Another Member will be appointed to preside over the meetings in August, September, October and November.

The Committee will meet 8 times per year as resolved by Council between February and November each year.

Reconciliation Action Plan Working Group

Council can appoint two Council Members to the RAP Working Group. The current term will expire on 30 November 2023. It is recommended that the new term be from 30 November 2023 to 30 November 2024. No sitting fee is payable to Council Members on the RAP Working Group.

ATTACHMENTS

1. Process for meeting ballot [**11.6.1** - 1 page]
2. Infrastructure and Environment Committee ToR Oct 2023 [**11.6.2** - 3 pages]

Attachment 1 - Process for meeting ballot

At its meeting of 8 September 2015 (GC080915R05), Council resolved to adopt preferential voting as the method to apply when conducting ballots for positions selected by Council.

The process to apply will be as follows:

- Nominations will be sought.
- If more nominations than positions are received, a secret ballot will be held.
- Council members will be provided with ballot papers and requested to indicate their first preference by placing the name of the candidate next to number one of the ballot paper.
- Council members may place the name of the second preference next to number two and continue this process until all candidates are named on the ballot paper.
- As a minimum, Council members must vote for candidates equal to the number of positions. For example, the DAP has three positions. If there are six candidates, members must vote for at least three. If members fail to vote for the minimum number, the vote will be declared invalid.

Counting

- The first candidate to reach quota will be elected.
- The quota is calculated as follows:

$$\frac{\text{Total number of formal ballots papers}}{\text{Number of vacancies} + 1} + 1$$

If a fraction occurs, it will be rounded up. This formula is the same applied to the calculations of quotas within Local Government Elections.

- The ballot papers will be sorted by first preference votes.
- The candidate with the least votes is excluded.
- The excluded candidate's votes are distributed to the next candidate on the ballot paper.
- In the case where there are equal votes at the conclusion of re-distribution of votes, they will both be excluded.
- This process will continue until there is a clear winner.
- In the event that there is a tie at the conclusion of the process, Council will be requested to vote again for one of the two final candidates.

Once a nominee is identified, this will then be voted upon as a formal council resolution under the Local Government (Procedures) Regulations at meetings.

Infrastructure and Environment Committee

Terms of Reference



1. ESTABLISHMENT

- 1.1 Pursuant to section 41 of the *Local Government Act 1999* (the Act) Council has established a Committee of the whole (inclusive of the Mayor and all Council Members).

2. OBJECTIVES

- 2.1 The Committee is established for the purposes of:
- Investigate, develop and report to Council for consideration, new environmental sustainability initiatives and strategies, that will enable Council to become a sustainable organization, support the community to reduce its impact on the environment and build community resilience to the impacts of climate change.
 - Monitoring of the implementation of environmental plans (such as the Carbon Neutral Plan, Coastal Climate Change Plan, etc.) and evaluation of the plans outputs.
 - Monitoring of any Council Key Performance Indicators or metrics relating to environment and/or carbon neutrality, including tracking of carbon emissions reduction overtime.
 - Advising Council on the development, management and monitoring of Council's strategic management of council infrastructure, assets and Asset Management Plans.
 - Aligning Council's provision and management of assets and infrastructure to its long-term strategic objectives and long-term financial plans
 - Establishing and monitoring community levels of service to justify assets and infrastructure.
 - Monitoring and review of new / emerging issues and trends through tools such as environmental scans.
- 2.2 Developing, reviewing and recommending to Council any policy relating to areas identified in 2.1.

3. MEMBERSHIP

- 3.1 The membership of the Committee will comprise of:
- The Mayor
 - All Council Members
- 3.2 The presiding member will be determined by resolution of the Council.

Category: Terms of Reference
 Owner: Manager Office of the CEO
 Authorisation Date: XXXX
 Review Date: XXXXX

Page 1 of 3

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The online version of this document is the current version. This document is 'Uncontrolled if PRINTED'.

Infrastructure and Environment Committee Terms of Reference



Council Member Representatives

- 3.3 Two Council Members will preside over the Committee during a twelve-month period, one appointed to preside over the meetings in February, April, June and July. Another Member will be appointed to preside over the meetings in August, September, October and November.
- 3.4 The Council Member Representatives will change during the term of Council however Council may resolve to re-appoint a Council Member representative for consecutive terms if this provides continuity for the Committee.

4. BASIS FOR OPERATION

- 4.1 The Committee does not have any delegated powers of Council, and all decisions of the Committee will constitute recommendations to Council.
- 4.2 For the purposes of section 41(8) of Act, the Council does not impose any reporting and accountability requirements on the basis that all decisions of the Committee constitute recommendations to Council.
- 4.3 The Committee will meet 8 times per year as resolved by Council between February and November each year.
- 4.4 A quorum for a meeting of the Committee shall be half the total membership plus one, ignoring any fractions.
- 4.5 Each member present at a Committee meeting must, subject to the provision of the Act, vote on a question arising for decision at that meeting.
- 4.6 Where the Act, the Local Government (Procedures at meetings) Regulations 2000 and these Terms of Reference do not prescribe procedures to be observed in relation to the conduct of a meeting of the Committee, the Committee may determine its own procedures.
- 4.7 Administrative support will be provided to the Committee as requested.
- 4.8 The Committee will review its performance on a bi-annual (every two years) basis using performance indicators developed for that purpose.

5. FUNCTIONS

- 5.1 Within the parameters of the Act, and having regard to the powers, functions and responsibilities of the Chief Executive Officer, the Committee is charged with providing advice and recommendations to Council regarding:

- 5.1.1 Investigate and develop business cases for new environmental initiatives for Council to consider.

Category: Terms of Reference
Owner: Manager Office of the CEO
Authorisation Date: XXXX
Review Date: XXXXX

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Infrastructure and Environment Committee Terms of Reference



- 5.1.2 Research environmental sustainability initiatives and strategies.
- 5.1.3 Develop and monitor environmental sustainability, climate change and energy efficient strategies/plans.
- 5.1.4 Ensure that City of Marion's initiatives and strategies are connected to regional and state planning such as the Resilient South and Adelaide Coastal Councils Network.
- 5.1.5 Monitor any Council Key Performance Indicators or metrics relating to environment and/or carbon neutrality and/or climate change.
- 5.1.6 The development, review and implementation of Council's policies relating to this Committee's Terms of Reference.
- 5.1.7 Monitoring, development and implementation of Council's Strategic Asset Management Plans in accordance with Council's Asset Management Policy, including reporting on the performance of the Plans.
- 5.1.8 Use of Council facilities and making recommendations regarding the implementation of strategies for improvement.
- 5.1.9 Opportunities to either acquire new assets or dispose of assets in accordance with Council's Disposal of Land and Assets Policy.
- 5.1.10 Opportunities to further develop strategic transport and integration of transport needs of the Community.
- 5.1.11 Strategic opportunities to drive city development, economic growth and sustainable outcomes.
- 5.1.12 Reviewing strategies or plans (not included within any other Committees' Terms of Reference) prior to Council consideration and adoption.

Category: Terms of Reference
Owner: Manager Office of the CEO
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11.7 Appointment of Date, Time and Place of Council Meetings for 2024

Report Reference	GC231024R11.7
Originating Officer	Unit Manager Governance and Council Support – Victoria Moritz
Corporate Manager	Manager Office of the Chief Executive - Kate McKenzie
General Manager	Chief Executive Officer - Tony Harrison

REPORT OBJECTIVE

The purpose of this report is to provide a draft Schedule of Meeting dates for 2024 for Council consideration.

EXECUTIVE SUMMARY

As an aid to provide open, responsive and accountable government, the *Local Government Act 1999* required Council to resolve the times and places at which ordinary meetings of the Council will be held.

The manner in which Council can do this is by the adoption of a Schedule of Meeting dates, which can also be used to relay the dates and times of meetings to the community.

RECOMMENDATION

That Council:

- Adopts the following meeting cycle to facilitate open, responsive and accountable government as well as the timely conduct of Council's business:**
 - General Council Meetings to be held on the fourth Tuesday of the month in January, February, March, April, May, June, July, August, September, October and November.**
 - General Council Meetings to be held on the second Tuesday of the month in March, May and December.**
- Adopts the Infrastructure and Environment Committee meets on the second Tuesday of the month in February, April, June, July, September, October and November and the first Tuesday of the month in August.**
- Adopts the schedule of meeting dates for 2024 as provided at Appendix 1 to the report.**
- Notes the proposed dates for Council Member Forums (information sessions) provided in Attachment 1 to the report.**
- Notes the tentative dates for the Finance, Risk and Audit Committee and the Review and Selection Committee, subject to adoption at the respective Committees.**
- Publishes the Schedule of Meetings for 2024 on the City of Marion Website**

DISCUSSION

Review and Selection Committee

Section 4.4 of the Review and Selection Committee Terms of Reference states that the Committee will meet on an ad-hoc basis with a meeting occurring at least every six months. Meetings will be convened at the request of the presiding member or the Council Members on the Committee, hence the Council is not required to make a resolution about the meetings schedule for this Committee. Tentative dates have been included in the attached schedule.

Finance, Risk and Audit Committee

Section 4.12 of the Finance and Audit Committee Terms of Reference states that the Committee will meet at least quarterly. Section 4.15 states that an annual schedule of meetings will be developed and agreed to by the Committee members, hence the Council is not required to make a resolution about the meeting schedule for this Committee. This schedule of meetings will include at least one joint workshop with the Council and the Committee

Infrastructure and Environment Committee

Section 4.3 of the Infrastructure and Environment Committee Terms of Reference state the Committee will meet 8 times per year as resolved by Council between February and November each year. It is proposed the Committee will meet on the second Tuesday of the month in February, April, June, July, September, October and November. Due to a proposed workshop with the Finance, Risk and Audit Committee and Council during the Information Session on the second Tuesday in August, it is proposed the Committee meet on the first Tuesday of the month in August.

The proposed Schedule of Meetings 2024 provided in Attachment 1 identifies meeting dates and times from January to December.

Matters to be noted on the schedule include:

- The schedule complies with the requirements of the Act which provide that there must be at least one ordinary (General) meeting of the Council in each month.
- The proposed meeting dates and times allow Council to meet the objective of providing open, responsive and accountable government.
- It is proposed the meeting start time for General Council Meetings is 6.30pm.
- The holding of one General Council meeting a month and an additional meeting scheduled in March and May allows Council to balance formal decision making meetings with informal gathering time to focus on planning / strategies, training etc.
- Meetings have tentatively been included for the Finance, Risk and Audit Committee and the Review and Selection Committee. These Committees will be set by their own schedule of meetings in accordance with their Terms or Reference. Council Assessment Panel (CAP) will also determine its schedule of meetings in accordance with their terms of reference.

Implementation

The Schedule of Meetings for 2024 will be available at the Administration Centre and via Council's website. Details of Council's upcoming meetings will also be placed on the electronic sign at the front of the Administration Centre.

ATTACHMENTS

1. Schedule of Meetings 2024 16 1012 Following Forum [11.7.1 - 2 pages]

Schedule of Meetings 2024

Date	Time	Meeting
20 January	9.00am – 5.00pm	Information Session – Council Member Planning Day
23 January	6.30pm – 9.30pm	General Council
30 January	6.30pm – 9.30pm	Information Session - Forum
6 February	5.30pm – 6.30pm	Review and Selection
6 February	6.30pm – 9.30pm	Information Session – Forum
13 February	6.30pm – 9.30pm	Infrastructure & Environment Committee
20 February	2.00pm – 5.00pm	Finance, Risk and Audit Committee
20 February		No Meeting
27 February	6.30pm – 9.30pm	General Council
5 March	6.30pm – 9.30pm	Information Session – Forum
12 March	6.30pm – 9.30pm	General Council
19 March		No Meeting
26 March	6.30pm – 9.30pm	General Council
2 April	6.30pm – 9.30pm	Information Session - Forum
9 April	6.30pm – 9.30pm	Infrastructure & Environment Committee
16 April		No Meeting
23 April	2.00pm – 5.00pm	Finance, Risk and Audit Committee
23 April	6.30pm – 9.30pm	General Council
30 April	6.30pm – 9.30pm	Information Session – Forum (5 th Tuesday)
7 May	5.30pm – 6.30pm	Review and Selection Committee
7 May	6.30pm – 9.30pm	Information Session - Forum
14 May	6.30pm – 9.30pm	General Council
21 May		No Meeting
28 May	6.30pm – 9.30pm	General Council
4 June	2.00pm – 5.00pm	Finance, Risk and Audit Committee
4 June	6.30pm – 9.30pm	Information Session – Forum
11 June	6.30pm – 9.30pm	Infrastructure & Environment Committee
18 June		No Meeting
25 June	6.30pm – 9.30pm	General Council
2 July	6.30pm – 9.30pm	Information Session – Forum
9 July	6.30pm – 9.30pm	Infrastructure & Environment Committee
16 July		No Meeting
23 July	6.30pm – 9.30pm	General Council
30 July	6.30pm – 9.30pm	Information Session - Forum (5 th Tuesday)
6 August	5.30pm – 6.30pm	Review and Selection Committee
6 August	6.30pm – 9.30pm	Infrastructure & Environment Committee
13 August	3.00pm – 6.00pm	Finance Risk and Audit Committee (followed by joint workshop)

Date	Time	Meeting
13 August	6.30pm – 9.30pm	Information Session – Forum (Incl. Joint Workshop with FRAC)
20 August		No Meeting
27 August	6.30pm – 9.30pm	General Council
3 September	6.30pm – 9.30pm	Information Session – Forum
10 September	6.30pm – 9.30pm	Infrastructure & Environment Committee
17 September		No Meeting
24 September	6.30pm – 9.30pm	General Council
1 October	6.30pm – 9.30pm	Information Session – Forum
8 October	2.00pm – 5.00pm	Finance, Risk and Audit Committee
8 October	6.30pm – 9.30pm	Infrastructure & Environment Committee
15 October		No Meeting
22 October	6.30pm – 9.30pm	General Council
29 October		Information Session – Forum (5 th Tuesday)
5 November	5.30pm – 6.30pm	Review and Selectin Committee
5 November	6.30pm – 9.30pm	Information Session – Forum
12 November	6.30pm – 9.30pm	Infrastructure & Environment Committee
19 November		No Meeting
26 November	6.30pm – 9.30pm	General Council
3 December	2.00pm – 5.00pm	Finance, Risk and Audit Committee
3 December	6.30pm – 9.30pm	Information Session – Forum
10 December	6.30pm – 9.30pm	General Council
12 December	6.30pm – 9.30pm	Information Session – Forum

11.8 Plympton Sports and Recreation Club Master Plan

Report Reference	GC231024R11.8
Originating Officer	Unit Manager Property Strategy and Delivery – Mark Hubbard
Corporate Manager	Manager City Property – Thuyen Vi-Alternetti
General Manager	General Manager City Development – Tony Lines

REPORT OBJECTIVE

To present the concept designs for the Plympton Sports and Recreation Club master plan.

EXECUTIVE SUMMARY

In the 2022 state election, the Member for Badcoe pledged \$50,000 for the development of a master plan for the Plympton Sports and Recreation Club. This commitment was accepted by Council leading to the establishment of a funding deed in June 2022 through the state government's Office for Recreation Sport and Racing (ORSR).

A project brief was created in consultation with the Club and a design team was selected to collaborate with Council and the Club to develop concept plans for the site.

Subsequently, a site master plan has been developed, featuring a new clubhouse, relocated cricket nets and playground that provides an improved layout for the site. The plan also formalises pedestrian pathways and designated car parking.

Overall, this comprehensive plan aims to address the limitations of the existing facilities and enhance the functionality and appeal of the Plympton Sports and Recreation Club site for both the club and the community.

There is currently no funding allocated to deliver the Plympton Sports and Recreation Club master plan beyond the concept design phase. To fund the delivery of the masterplan the Plympton Sports and Recreation Club will be seeking funding partnerships with all levels of government.

RECOMMENDATION

That Council:

- 1. Notes the Plympton Sports and Recreation Club Master Plan Report.**
- 2. Refers the Plympton Sports and Recreation Club Master Plan to the unfunded list.**

DISCUSSION

During the 2022 state election the Local State Member made a commitment of \$50,000 towards the development of a master plan for the Plympton Sports and Recreation Club (the Club). Council accepted the funding offer from the state government through the Office for Recreation Sport and Racing (ORSR) and a funding deed was entered into on 27 June 2022.

A project brief was then developed in consultation with the Club, and following a select tender process the preferred design team was engaged to work with Council and the Club to develop a concept plan.

Current Site Assessment

The project team (design consultants, Council staff) undertook an analysis of the current site and clubrooms and noted the following key findings:

- The land parcel is constrained by streets on all four sides of the site.
- Whilst the oval is a good length for AFL (160m) it is also narrow (110m) which is below the AFL recommended width of 135m.
- The oval has an east west orientation which is not ideal.
- The oval is surrounded on three sides by residential housing and on the western side by the Morphettville Racecourse restricting opportunities for expansion.
- The oval is marked with two soccer pitches that meet the minimum standard for soccer pitch dimensions at 100m x 60m.
- The existing clubhouse building lies over the reserve boundary and onto the road reserve.
- The existing changerooms and toilets are non-compliant, and there is an insufficient quantity to meet the needs of the three Clubs based at the site.
- There is a lack of available storage and the club currently uses a shipping container placed in the car park to provide additional space.
- The back-of-house areas within the building are poorly designed and require significant upgrade or replacement.
- The bar does not have any available plumbing connections.
- The building has several security issues.
- Car parking is limited.
- There is a lack of safe pedestrian movement pathways around the site.

Refer to Attachment 1 for a plan view of the current Plympton Sports and Recreation Club site.

As per the project brief, the design team considered upgrading the existing building as the first option for the concept plan. The team concluded that upgrading would be a costly exercise and would still not be able to create an efficient design for the site or clubhouse given the significant constraints to the available parcel of land. As such, the recommendation from the design team was to progress to a new clubhouse design.

Site Master Plan

A high-level site configuration was then considered leading to a preferred site plan being developed (refer Attachment 2). The key features of the site master plan include:

- A new two-level clubhouse building in a new location (moving from the south-west corner to north-west corner). The two-level building consumes a smaller footprint within the site than a single level option.
- The cricket nets moved off the oval into the south-east corner to remove hard surfaces and fencing away from the oval.
- A new playground closer to the clubhouse to create improved connection.
- Formalising a pedestrian movement pathway around the site.
- Formalising car parking on the southern side of the oval (Milton Avenue).
- Creating an additional warm up location which is highly desired by the club.
- Realignment of the oval to create additional space on the western side of the site for the new clubhouse and playground.

Considering the site's limitations and the need for adequate car parking facilities, the most favorable building option is the construction of a two-level clubhouse in the new location. This choice offers several advantages, including the provision of additional land for open spaces and car parking, which are critical concerns for the site.

Opting to rebuild in the current clubroom location was also considered but this would necessitate temporary accommodation through the construction stage, thereby increasing project costs and significantly disrupting the club's day-to-day operations.

Clubhouse Concept Design

A concept design has been developed for a new clubhouse. The key features of the new clubhouse design include:

Ground Floor (refer Attachment 3)

- Complies with 4 x AFL standard changerooms, toilets, showers, and umpires' room.
- Provides for external canteen and bar, fitness room, storage, and public toilets (accessible for both playground and community use).

First Floor (refer Attachment 4)

- Flexible function room that can be split into two smaller rooms with similar overall footprint of existing building.
- Office, foyer, memorabilia, board/meeting room and large balcony.

External Design - Renders (refer Attachments 5 & 6)

- The design on the Park Terrace frontage considers how the building blends with future housing developments over the road in the Morphettville Racecourse area by breaking the building into components that make it look more like adjoining townhouses than one large structure. The large windows facing Park Terrace also consider privacy and shade.
- A more simplistic design faces the oval which focuses more on the outward facing rooms and spaces being clean and open.

Car Parking

The new site master plan provides for 131 formalised parking spaces. Although the master plan design meets the statutory requirement for car parking outlined in the SA Planning Code, on-site observations suggest that it falls short of meeting the actual demand. A traffic analysis conducted as part of the master planning process reveals a potential peak demand for 173 vehicles.

Car parking around the site and Plympton Park's road network already presents several challenges. Additionally, there are further impacts anticipated for the local road network resulting from the redevelopment of Morphettville Racecourse. The most recent land division proposal for the SAJC development indicates a plan to establish an access/egress point onto Park Terrace, located mid-block between Tennyson Avenue and Milton Avenue (approximately 80 meters south of the roundabout). This housing development includes 188 terrace houses and 36 apartment dwellings.

To address the parking needs and traffic concerns, several strategies are being explored. It is important to note that further analysis and planning will be required to effectively address the parking and traffic challenges identified in the master plan and surrounding residential area. Proposed strategies, including road closures and access points, will require further evaluation and consultation to ensure their feasibility and effectiveness in mitigating the anticipated issues. This ongoing planning process will be crucial in achieving a balanced and sustainable solution for the Clubs redevelopment and surrounding community's needs.

Cost Estimate

An external cost estimate has been produced for the final draft concept plan (refer Attachment 7 for the cost estimate summary). The cost estimate indicates that the total budget amount for this project is \$12.48M, consisting of \$11.46M in building and design costs plus \$1.02M in design and construction contingencies.

It should be noted that there are no escalation fees built into the cost estimate.

Summary

Council received funding to complete a master plan process for the Plympton Sports and Recreation Club site. These draft concept designs have now been finalised with the Club involved throughout the design process.

The Plympton Sports and Recreation Club redevelopment is currently unfunded beyond the now completed concept design phase. Club representatives have advised that they will be preparing a business case to support the redevelopment of the site and are expected to advocate for external funding support with the aim to also seek a Council funding contribution to progress the master plan into a wholly funded project.

ATTACHMENTS

1. Attachment 1 - Current Plympton Oval Site Plan [**11.8.1** - 1 page]
2. Attachment 2 - New Site Master Plan [**11.8.2** - 1 page]
3. Attachment 3 - Ground Floor Plan [**11.8.3** - 1 page]
4. Attachment 4 - First Floor Plan [**11.8.4** - 1 page]
5. Attachment 5 - Render - Entrance [**11.8.5** - 1 page]
6. Attachment 6 - Render - Oval [**11.8.6** - 1 page]
7. Attachment 7 - Plympton Oval Masterplan Cost Estimate Summary [**11.8.7** - 1 page]



About this Document
This map has been created for the purpose of showing basic locality information and is a representation of the data currently held by The City of Marion. This information is provided for private use only.

Disclaimer
While every effort has been made to ensure the accuracy of the product, Council accepts no responsibility for any errors or omissions.
Contact the GIS Esri Administrator for data enquiries.

City of Marion Web Map Printout



Created by ArcGIS
2/03/2023 12:46 PM
Coordinate System:
WGS 1984 Web Mercator Auxiliary Sphere

Scale 1:1,125
0 0.03 0.06
m

Current Plympton Sports and Recreation Club Site

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community



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clover.
 GREEN SPACE

 Plympton Park Oval Masterplan
 SITE PLAN

 Project Address
 PARK TCE, PLYMPTON PARK,
 SA, 5038

 Project #
 A22-0079
 Drawing #
 SK01

 Status
 PRELIMINARY
 Issue Date
 24/07/23

 Revision
 Scale @ A1

 Client
 City of Marion




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 GREEN SPACE

 Plympton Park Oval Masterplan
 GROUND FLOOR PLAN

 Project Address
 PARK TCE, PLYMPTON PARK,
 SA, 5038

 Project #
 A22-0079
 Drawing #
 SK02

 Status
 PRELIMINARY
 Issue Date
 24/07/2023

 Revision
 Scale @ A1
 1 : 100

 Client
 City of Marion




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GREEN SPACE

Plympton Park Oval Masterplan
FIRST FLOOR PLAN

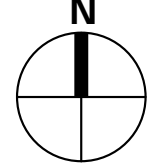
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SA, 5038

Project #
A22-0079
Drawing #
SK03

Status
PRELIMINARY
Issue Date
24/07/2023

Revision
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1 : 100

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Plympton Park Oval Masterplan
ENTRANCE

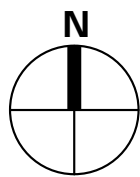
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SA, 5038

Project #
A22-0079
Drawing #
SK04

Status
Issue Date
24/07/23

Revision
Scale @ A1

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Plympton Park Oval Masterplan
OVAL

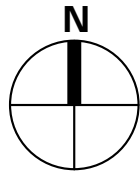
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SA, 5038

Project #
A22-0079
Drawing #
SK05

Status
Issue Date
24/07/23

Revision
Scale @ A1

Client
City of Marion



Plympton Oval Masterplan Cost Estimate Summary

July 2023

Item	Description	Cost
Demolition	Existing building and entire site preparation.	\$389,682
Building Works	Clubhouse building costs.	\$6,442,050
External Works	Landscaping, car parking, playground, cricket training facility, fitness area, plaza.	\$2,202,205
Site Services	Site services infrastructure.	\$272,000
Sub-Total		\$9,305,937
Builders Preliminaries and Margins (12%)	The cost and overheads for the Builder associated with managing a project (such as staff costs, workers compounds, services), which is additional to the Building Works costs.	\$1,173,000
Professional Fees (8%)	Fees charged by consultants including architects, civil, hydraulic, and structural.	\$920,000
Statutory Charges (inc CITB Levy)		\$63,063
Sub-Total		\$2,156,063
Design and Construction Contingency (10%)	Budget allocation to allow for extra design and construction costs.	\$1,014,000
Total Cost		\$12,476,000

11.9 Environment Policy

Report Reference	GC231024R11.9
Originating Officer	Senior Environmental Planner – Rebecca Neumann
Corporate Manager	Manager Engineering, Assets and Environment - Mathew Allen
General Manager	General Manager City Services - Ben Keen

REPORT OBJECTIVE

The purpose of this report is to seek endorsement for an update to the Environment Policy.

REPORT HISTORY

Report Reference	Report Title
SGC191125R04	Environment Policy
FORUM230704R1.3	Policy Review 2023
EC230905R3	Environment Policy

EXECUTIVE SUMMARY

The current City of Marion Environmental Policy (Attachment 1) was endorsed by Council in November 2019 (SGC191125R04) and is due to be reviewed by November 2023.

At the 4 July 2023 Forum (FORUM230704R1.3) Council Members were provided with a list of Public and Legislative Policies that were due for review during 2023. A reviewed Environmental Policy was presented at the Forum for consideration. The reviewed plan included changes to the wording of Council's environmental objectives and other changes aimed at improving clarity and consistency with other council policies under the City of Marion Policy Framework.

The title of the policy has changed from "Environmental Policy" to Environment Policy". This reflects more standard use of the word "environment" in state and national policies and legislation in Australia.

At the Forum, Council Members identified further areas for the policy to be strengthened and referred the review to the Environment Committee for discussion before a final draft is presented to General Council.

An updated policy was presented to the Environment Committee (EC230905R3) and members provided further feedback and support for a final revised version to be presented to General Council.

The updated Environment Policy (Attachment 2) includes feedback from the Environment Committee and is now presented as an updated public policy seeking General Council endorsement.

RECOMMENDATION

That Council:

- 1. Endorses the updated City of Marion Environment Policy (Attachment 2).**

GENERAL ANALYSIS

Legal / Legislative / Policy	<p>This policy has been reviewed in accordance with the City of Marion Policy Framework as a “public policy.”</p> <p>A Public Policy is an externally focused document articulating council’s position on a particular topic or issue affecting the community. It reflects effective strategic decision-making by council to achieve desired community outcomes.</p>
Consultation	<p>The changes proposed in this document aim to reflect community and industry trends and sentiment from a range of different sources. This includes:</p> <ul style="list-style-type: none"> • Feedback on recent consultation activities such as Annual Business Plan and Five-Year Business Plan. • General interactions with the Marion community and events and through social media. • Industry trends identified by environmental specialist staff. <p>Given this policy's general nature, further community consultation is not recommended.</p>
Additional Resource Impact	<p>The changes proposed in this policy do not have a direct impact on resources, however the increasing environmental interests of community may lead to an increasing need for environmental considerations in council initiatives which is likely to have an impact on resource over time.</p>
Timeline	<p>The next review for this policy will be November 2027.</p>

DISCUSSION

The Environment Policy outlines how the City of Marion manages the natural and built environment in an ecologically sustainable manner.

The revised draft includes feedback from Council Members at both the 4 July 2023 Forum and 5 September 2023 Environment Committee (FORUM230704R1.3 and EC230905R3).

Key changes in this draft include:

- Changes in headings and language to ensure consistency with the City of Marion Policy Framework as a “public policy.”
- Ensuring language reflects the role of a council as per the Local Government Act 1999.
- Consistent use of the word “nature” to mean both living and non-living natural world and recognition of the intrinsic values of nature.
- A commitment to sustainable asset management and procurement.
- A commitment to advocate for environmental sustainability.
- Inclusion of environmental education and engagement as key services.
- Reference to circular economy.
- Improving clarity between the policy statement, objectives, scope, and implementation and adding emphasis on key words to help with readability.
- Inclusion of reference to avoiding pollution.
- Additional and revised definitions.

ATTACHMENTS

1. Attachment 1 Environmental Policy Nov2019 [**11.9.1** - 2 pages]
2. Attachment 2 Draft Environment Policy Oct2023 [**11.9.2** - 4 pages]

Environmental Policy



1. RATIONALE

The City of Marion provides a range of physical, social and developmental services to our community. To ensure effective environmental performance in all activities, the City of Marion is committed to environmental sustainability and aims to integrate environmental considerations with economic, social and cultural factors.

2. POLICY STATEMENT

The City of Marion will manage the environment in an ecologically sustainable manner, avoid negative impacts during Council operations and encourage the community to build positive and meaningful connections with nature.

Council will incorporate the principles of ecologically sustainable development into our business and management systems and decision-making processes, to ensure the city's environment and resource efficiency improves over time.

3. OBJECTIVES

The City of Marion will promote positive environmental outcomes by:

- **Protecting** existing natural environments and local biodiversity;
- **Enhancing** the condition and extent of natural environments;
- **Avoiding** impacts from excessive resource use, waste generation, pollution and pest species;
- **Adapting** to a changing environment and developing resilience to changes in our climate; and
- **Building human connections** to the natural world whilst respecting cultural, social and economic values.

Council will take a lead in ensuring adherence to these objectives where land or activity is under the direct control of Council through:

- Complying with all relevant environmental legislation and standards and, where practical, exceeding basic requirements to improve our environmental performance.
- Improving our environmental performance through setting and reviewing measurable objectives and targets.
- Regularly assessing and auditing our environmental performance and the effectiveness of our environmental risk management systems.
- Ensuring our employees, suppliers, contractors and volunteers understand and respond to their environmental responsibilities.
- Giving preference to use of environmentally friendly products and services where appropriate.
- Advocating at regional, state and federal level on environmental matters that may impact on Council's operations, activities and services.
- Developing positive relationships with our community, partners and customers to enhance environmental quality.
- Embracing innovation and technology to support improved environmental outcomes.

City of Marion 245 Sturt Road, Sturt SA
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www.marion.sa.gov.au

Policy Ref/Security Classification:
Category: Public
Owner: Environmental Sustainability Manager
Authorisation Date: 25 November 2019
Review Date: 25 November 2023

Environmental Policy



Where an activity is of relevance to the Marion community but outside the direct control of Council, Council may choose to advocate use of these principles for the benefit of the community and local environment.

4. POLICY SCOPE AND IMPLEMENTATION

This policy applies to:

- All of Council's activities and services;
- Council's communication and collaboration with the community and regional partners to manage environmental impacts and to help our residents and businesses to minimise their impacts on the environment.

5. DEFINITIONS

Biodiversity: the amount of diversity between different plants, animals and other species in a given habitat at a particular time. The different varieties and types of animals and plants that live in the ocean is an example of biodiversity.

Ecologically Sustainable Development: Australia's *National Strategy for Ecologically Sustainable Development (1992)* defines ecologically sustainable development as: 'using, conserving and enhancing the community's resources so that ecological processes, on which life depends, are maintained, and the total quality of life, now and in the future, can be increased'.

Ecosystem: a biological community of interacting organisms and their physical environment.

Resilience: The ability of a social or ecological system to absorb disturbances while retaining the same basic structure and ways of functioning, the capacity for self-organisation, and the capacity to adapt to stress and change.

6. ROLES AND RESPONSIBILITIES

The Environment Sustainability Team is responsible for coordinating the implementation of this policy across the organisation.

7. REFERENCES

- City of Marion Community Vision: Towards 2040
- City of Marion Strategic Plan 2017 – 2027
- City of Marion Business Plan 2019 – 2023
- City of Marion Climate Change Policy
- City of Marion Waste Management Policy
- City of Marion Risk Management Policy

8. REVIEW AND EVALUATION

This policy will be reviewed once within each term of Council. The review will be scheduled by the Governance Department in coordination with the Environment Sustainability Team and the Environmental Risk Management Committee.

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Policy Ref/Security Classification:
Category: Public
Owner: Environmental Sustainability Manager
Authorisation Date: 25 November 2019
Review Date: 25 November 2023

Environment Policy



1. RATIONALE

The purpose of this Policy is to recognise that a key function of the City of Marion is to manage, develop, protect, restore, enhance, and conserve the environment in an ecologically sustainable manner. The City of Marion's unique natural environment consists of land, water, air, and lifeforms interrelating in complex ecosystems. This natural environment is part of our community and is fundamental to community health and wellbeing.

2. POLICY STATEMENT

This Policy outlines how the City of Marion manages the natural and built environment in an ecologically sustainable manner. Council recognises the intrinsic value of the natural world and its integral connection to people, culture, and community. Council will deliver services that protect, restore, and enhance the natural environment and encourage the community to build positive and meaningful connections with nature.

3. OBJECTIVES

The City of Marion will deliver positive environmental outcomes by:

- **Protecting** existing natural environments and local biodiversity.
- **Enhancing** the condition and extent of natural environments.
- **Avoiding** impacts from excessive resource use, waste generation, pollution, and pest species.
- **Adapting** to a changing environment and developing resilience to changes in our climate.
- **Building human connections** to the natural world whilst respecting cultural, social, and economic values.

The City of Marion will manage the natural and built environment in an ecologically sustainable manner through the following environmental objectives:

- **Expanding biodiversity.** We will protect, enhance, and restore local biodiversity and ecosystems through restoration ecology and biodiversity sensitive urban design.
- **Connecting with nature.** We will create opportunities for people to learn about and connect with nature. We will provide environmental education and engagement services that support valuing nature.
- **Greening.** We will deliver arboricultural and horticultural services that create beautiful, climate resilient, sustainable urban environments that help enhance our local ecological identity.
- **Water management.** We will ensure efficient and sustainable management of waterways and water resources through water sensitive urban design, water recycling and provision of water for the environment.
- **Sustainable living.** We will encourage and support sustainable living in our community including through ecologically sustainable development and urban design.

Category: Public
Owner: Manager Engineering, Assets & Environment

Authorisation Date: 24/10/2023

Review Date: October 2027

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Environment Policy



- **Climate resilience.** We will increase resilience to climate change through hazard identification and adaptation planning for both council operations and in response to community priorities.
- **Carbon neutrality.** We will mitigate climate change by managing energy use and greenhouse gas emissions from Council operations.
- **Waste management.** We will provide services to the community that seek to minimise waste, maximise resource recovery and build a circular economy.

4. POLICY SCOPE AND IMPLEMENTATION

4.1 Scope

This Policy applies to all of Council's activities, operations, services, programs, and partnerships relevant to the council area and in the interests of the community.

4.2 Implementation

Council will take a lead in delivering these objectives where land or activity is under the direct control of Council. Council will implement this Policy through:

- **Environmental leadership:** demonstrating leadership to our community by striving for ecological sustainability in Council operations. Ensuring employees, suppliers, contractors, and volunteers are aware of and respond to Council's environmental priorities.
- **Education and engagement:** Delivering services in education, engagement and capacity building that support positive environmental outcomes in the community (residents, schools, businesses etc).
- **Collaboration:** Developing positive relationships with our community, partners, and customers to enhance environmental quality. Working particularly closely through local government and state government partnerships.
- **Working regionally:** Progressing environmental priorities across regions to ensure efficient planning and allocation of resources. Particularly the southern Adelaide region and water catchments that cut across the council boundary.
- **Advocacy:** Advocating at regional, state and federal level on environmental matters that may impact on Council's operations, activities, and services.
- **Sustainable asset management:** Ensuring council asset creation and management is ecologically sustainable throughout the asset management lifecycle from design through to disposal.
- **Sustainable procurement:** Ensuring our procurement processes give preference to the use of environmentally sustainable products, services, and supply chains where possible.
- **Innovation and technology:** Embracing innovation and technology to support improved environmental outcomes particularly for waste reduction and climate resilience.
- **Monitoring and measurement:** Improving our environmental performance through setting and reviewing measures for our environmental objectives.

Category: Public
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- **Reporting:** Regularly assessing, auditing and publicly reporting on our environmental performance and the effectiveness of our environmental management systems.
- **Compliance:** Complying with all relevant environmental legislation and standards and, where practical, exceeding these requirements.

5. DEFINITIONS

<i>Nature Term</i>	<i>Definition</i>
<i>Biodiversity</i>	The diversity of living organisms in a particular location. The term is particularly used for species that are endemic ('native') to a location and have evolved over time to exist in that area as part of an ecosystem.
<i>Biodiversity Sensitive Urban Design (BSUD)</i>	An approach to the planning and design of urban environments focussed on improving biodiversity and ecosystem health.
<i>Circular economy</i>	An alternative to the wasteful traditional 'linear' economy based on 'take, make, use and dispose' based on the principles of designing out waste and pollution, keeping products and materials in use at their highest utility for as long as possible and regenerating natural systems.
<i>Ecologically Sustainable Development (ESD)</i>	Development that meets the needs of present generations while not compromising the ability of future generations to also meet their needs. (Brundtland Report definition) ESD is a long-standing internationally recognised concept in environmental law. The term "ecologically sustainable" is used in the <i>Local Government Act 1999</i> particularly in reference to the principal role and functions of a council.
<i>Ecosystem</i>	A biological community of interacting organisms and their physical environment. A healthy ecosystem includes high biodiversity and shows resilience and adaptability to change.
<i>Greening</i>	Conservation, restoration, or creation of green infrastructure including trees and vegetation, that benefits people, nature and our economy, and the soils and water to support it.
<i>Nature and natural environment</i>	"Nature" or "natural environment" refers to the living and non-living environment including plants, animals, fungi, and all life forms as well as landforms, geology, water, and the atmosphere.
<i>Resilience</i>	The ability of a social or ecological system to absorb disturbances while retaining the same basic structure and ways of functioning, the capacity for self-organisation, and the

Environment Policy



<i>Nature Term</i>	<i>Definition</i>
	capacity to adapt to stress and change. Often used in relation to climate change i.e., “climate resilience.”
Waste	Product that no longer has a use. Waste is managed according to a “ <i>waste management hierarchy</i> ” which prioritises waste management practices with the objective of achieving optimal environmental outcomes. It sets out the preferred order of waste management practices, from most to least preferred, namely: avoid, reduce, reuse, recycle, recover, treat, and dispose.
Water Sensitive Urban Design (WSUD)	An approach to the planning and design of urban environments focused on integrating the urban water cycle (including potable water, wastewater, and stormwater) with the built and natural urban landscape.

6. ROLES AND RESPONSIBILITIES

<i>Role</i>	<i>Responsibility</i>
Environmental Sustainability Team	<ul style="list-style-type: none"> Responsible for coordinating the implementation, monitoring, and review of the Policy across the organisation.
Council	<ul style="list-style-type: none"> Ensure that council decisions meet the objectives of this Policy.
Council staff	<ul style="list-style-type: none"> Ensuring the objectives of this Policy are implemented Council's activities, operations, services, programs, and partnerships relevant to council area.

7. REFERENCES

A broad range of State and Australian Government legislation applies to council's environmental activities. All relevant legislation should be read in conjunction with this Policy.

8. REVIEW AND EVALUATION

This Policy will be reviewed once during every four-year term of Council. The Review will be initiated by the Governance unit in coordination with the Environmental Sustainability Team.

11.10 Community Gardens Policy

Report Reference	GC231024R11.10
Originating Officer	Community Gardens Coordinator – Anna Haygreen
Corporate Manager	Manager Engineering, Assets and Environment - Mathew Allen
General Manager	General Manager City Services - Ben Keen

REPORT OBJECTIVE

The purpose of this report is for Council to consider and endorse the revised Community Gardens Policy, which is included as attachment 2 to this report.

REPORT HISTORY

Report Reference	Report Title
IC230905R7.1	Community Gardens Policy
FORUM230704R1.3	Policy Review 2023
GC191008R10	Policy Review – Final Community Gardens Policy

EXECUTIVE SUMMARY

The Community Gardens Policy was endorsed by Council in 2019 (GC191008R10) with minor amendments in March 2021 to reflect a new procedure for developing agreements between Council and community garden groups. The Policy has now been revised and the main change since the 2019 version is the addition of site selection considerations to clarify how decisions will be made about allocation of Council land to community gardens.

The revised Policy has been presented to a Council Forum (FORUM230704R1.3) and the Infrastructure Committee (IC230905R7.1) for feedback. Following the discussion at the Infrastructure Committee meeting, a range of feedback was received relating to the management of the community gardens with changes made to the operational Community Gardens Guidelines and minor changes to the Draft Community Gardens Policy.

RECOMMENDATION

That Council:

- Adopts the revised Community Gardens Policy (Attachment 2).**

DISCUSSION

The Community Gardens Policy provides guiding principles for how the City of Marion will support community gardens and how decisions will be made about allocation of Council land for community gardens.

The revised draft includes feedback from Council Members provided at a Council Forum (FORUM230704R1.3) and an Infrastructure Committee (IC230905R7.1).

The key changes to the policy are:

- Changes to the headings, format, and language to ensure consistency with the City of

Marion Policy Framework.

- Expanded the rationale to explain that a key purpose for the policy is to outline how decisions will be made about allocating land for community gardens.
- Revised the policy statement to highlight that Council will only support community gardens where residents have made a commitment to establish a community garden.
- Changed the wording of the objectives and definitions to make them clearer and more concise.
- Added a reference in the final objective to ensure community gardens make a positive contribution to the surrounding community.
- Added a sentence in the scope section to clarify that the policy does not relate to the keeping of animals or livestock on Council land.
- Provided further detail in the implementation section regarding what factors will be considered when assessing the suitability of potential community garden sites.
- Amended the roles and responsibilities section to make it clearer and remove procedural points that are covered in the Community Gardens Guidelines.

The current Community Gardens Policy is presented in Attachment 1 and the updated Draft Community Gardens Policy is presented in Attachment 2.

ATTACHMENTS

1. Attachment 1 Community Gardens Policy March 2021 [**11.10.1** - 4 pages]
2. Attachment 2 Community Gardens Policy October 2023 [**11.10.2** - 4 pages]

Community Gardens Policy



1. RATIONALE

Community gardens are increasingly recognised as important sites for community connection, urban food production and environmental education. There is also widespread recognition that community gardens have a range of health, environmental, social, cultural, food security and economic benefits for the community. This policy outlines Council's approach to supporting community gardens.

2. POLICY STATEMENT

Council will support the development of a network of appropriately located, designed, managed and resourced community gardens across the city.

3. OBJECTIVES

Council's approach to supporting community gardening in the City of Marion includes:

3.1 A community development approach

Council takes a community development approach to community gardens where community groups manage the gardens themselves with the support of Council and other partnering organisations.

3.2 Building the capacity of community gardening groups

Council recognises that there are varying degrees of community capacity and skills available to establish and maintain community gardens. As a result, Council has an important role to play in identifying opportunities, building community capacity and supporting communities to establish and maintain community gardens.

3.3 Fostering a diversity and geographic spread of community gardens

Council aims to foster a mix of community garden types and activities to meet diverse community needs, and achieve vibrant gardens across the whole Council area. Council will take a strategic approach to the location and type of community gardens it fosters. Garden types may include communal gardens, dedicated allotments, community orchards, indigenous bush tucker gardens or demonstration gardens for the purpose of education.

3.4 Encouraging accessible and inclusive community gardens

Community gardens should be accessible and cater for a range of community groups and needs including people with disabilities, children, older people, Aboriginal people and people from culturally and linguistically diverse backgrounds. Community gardens should be designed and managed so they are open to the broader community on a regular basis and when gardeners are present.

3.5 Building and facilitating partnerships

Council will develop strong partnerships with new and existing community gardening groups. It will also assist these groups to connect with relevant agencies, local organisations, neighbourhood centres, schools, businesses, funding bodies and other community gardens to provide opportunities for forming mutually beneficial partnerships.

3.6 Assisting community gardening groups during the establishment phase

Council recognises the significant amount of resources, time and labour required to establish a new community garden. Council will work closely with community garden groups during the

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Community Gardens Policy



establishment phase and strive to support those groups to get their community garden up and running in 12 months. Community garden groups can apply to the City of Marion Community Grants program to obtain funding to establish their garden. In addition, Council may provide one-off financial assistance for essential infrastructure in new community gardens provided that community gardening groups demonstrate a strong commitment to managing their garden responsibly. Funding for community gardens is dependent on budget constraints and demand.

3.7 Security of tenure for community gardens

3.8 Community gardening groups should have the potential for security of tenure so they can plan for the long-term future and viability of the garden. In most cases, the allocation of Council land for community gardens will be formalised through a Community Gardens Agreement. Once approved, community gardens can obtain an initial 2-year agreement. This will be followed by a 5-year agreement, provided that the site is being managed effectively and there is ongoing demand for a community garden. Each Community Gardens Agreement will be developed in partnership with community gardening groups and will reflect the scale and nature of their specific community garden. **Minimising the ongoing expenses for community gardens**

Council will not charge community gardens for water use provided that community gardening groups use water responsibly. In addition, Council will not charge an annual fee to community gardens on the understanding that they are run by volunteers on a not-for-profit basis for the benefit of the community. Community gardening groups are responsible for all other ongoing community garden expenses as set out in the Community Gardens Agreement.

3.9 Ensuring community gardens are visually appealing

Council requires community gardening groups to ensure their community gardens are visually appealing, tidy and well maintained.

4. POLICY SCOPE AND IMPLEMENTATION

While community gardens may operate on private land, this policy applies to community gardens on land that Council owns and/or manages.

This policy does not outline the procedure for starting new community gardens. This detail is contained in the City of Marion Community Gardens Guidelines.

This policy does not apply to verge gardens. Council's position on verge gardening is outlined in the City of Marion Verge Development Guidelines.

5. DEFINITIONS

Community Garden – Community Gardens are community led and managed, not-for-profit initiatives, where members of the local community come together to garden in individual or shared plots and produce is intended for the consumption of the gardeners and fundraising for community gardening purposes. Community gardens are open to the public on a regular basis and anyone can become a member.

Community Gardens Agreement – An agreement between a community group and Council regarding the use of Council land for a community garden.

Community Gardening Group – A not-for-profit community group or organisation using Council land for the purpose of a community garden.

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Community Gardens Policy



Community Capacity – The skills, knowledge, resources, social networks and volunteer time available in a given community that can be dedicated to community initiatives such as a community garden.

Verge Garden - A garden located on the area between the kerb and the property boundary that is managed by one or more adjacent households.

6. ROLES AND RESPONSIBILITIES

To ensure community gardens on Council land are appropriately located, designed, managed, and resourced Council will:

- Provide advice to community groups on planning, design and management of community gardens, which may include templates of various documents needed for the formal registration of the group as an association, as well as ongoing operation of the community garden.
- Assess proposed community garden locations based on site selection criteria outlined in the Community Garden Guidelines.
- Undertake soil testing at proposed community garden sites to manage soil contamination and protect public health.
- Ensure there is sufficient demand and local community support before approving new community gardens.
- Undertake appropriate community engagement and consultation processes for new community gardens.
- Require community gardens to be managed by an incorporated group or organisation with sufficient capacity and commitment.
- Ensure community gardens have appropriate safety measures in place.
- Require community gardening groups to obtain a Community Gardens Agreement for use of Council land.
- Promote community gardens as sites for environmental education and building community connections.
- Encourage best practice water and waste management in community gardens.
- Aspire to support new community gardens to start operating within a 12 month timeframe from receipt of application.

Community gardening groups managing community gardens on Council land must:

- Liaise with Council's Community Gardens Coordinator throughout the process of establishing a community garden.
- Ensure the group is incorporated and has the capacity to manage the garden.
- Design the garden for accessibility and ensure it is inclusive of a range of community groups and needs.
- Engage with the local community and communicate with neighbours to seek support for the garden.
- Ensure the community garden is open to the broader community on a regular basis and when gardeners are present.
- Develop a management plan for Council approval that includes procedures for responsible management of water and waste in the garden.
- Develop a Gardeners Code of Conduct and ensure it is shared amongst community garden members.

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Community Gardens Policy



- Develop a safety plan for the garden to ensure appropriate safety measures are in place.
- Prepare a budget for the community garden and take responsibility for sourcing funding.
- Arrange appropriate insurances including public liability insurance.
- Obtain development approval for community garden structures or features as required before such structures are erected.
- Negotiate a Community Gardens Agreement with Council before using the land.
- Ensure community gardens remain visually appealing.

Roles and responsibilities of both Council and Community Gardening Groups will be outlined in each Community Gardens Agreement.

7. REFERENCES

- City of Marion Community Gardens Guidelines
- City of Marion Verge Development Guidelines
- City of Marion Tree Management Policy
- City of Marion Environmental Policy
- City of Marion Open Space Policy
- City of Marion Community Land Management Plans
- City of Marion Public Consultation Policy
- City of Marion Open Space by-laws

8. REVIEW AND EVALUATION

This policy will be reviewed once within the term of Council. The review will be scheduled by the Governance Department in coordination with the Environment Sustainability Team.

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Community Garden Policy



1. RATIONALE

Community gardens are important sites for community connection, urban food production and environmental education. They also offer a wide range of health, wellbeing, social, cultural, economic and food security benefits for communities. Council has an important role to play in enabling and supporting community gardens.

The Policy provides guiding principles on how Council will support community gardens and how decisions will be made about allocation of Council land for community gardens.

2. POLICY STATEMENT

~~Council will support the development of a network of appropriately located, designed, managed, and resourced community gardens across the city. Council will also foster a diverse range of community gardens and support community garden groups to run vibrant, inclusive community gardens.~~

Where local residents have expressed commitment to establishment of a community garden, Council will support appropriately located, designed, managed, and resourced community gardens. Council will also foster a diverse range of community gardens and support community garden groups to run vibrant, inclusive community gardens.

3. OBJECTIVES

The objectives of this Policy are as follows:

- Build the capacity of community garden groups to establish and maintain community gardens.
- Foster a diverse and geographic spread of community gardens to meet a range of community needs ~~and achieve vibrant gardens across the whole Council area.~~
- Encourage accessible and inclusive community gardens that cater for a range of community groups and needs including people with disabilities, children, older people, First Nations peoples, and people from culturally and linguistically diverse backgrounds.
- Support community garden groups during the planning and establishment phase.
- Ensure security of tenure for community garden groups so they can plan for the long-term future and viability of the garden.
- Reducing ongoing expense for community garden groups by not charging a fee for use of the land and covering the cost of water.
- Ensure community gardens are well-maintained, visually appealing and make a positive contribution to the local community.

Category: Public
Owner: Manager Engineering, Assets & Environment

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Community Garden Policy



4. POLICY SCOPE AND IMPLEMENTATION

Scope

This policy applies to community gardens on land that Council owns and/or manages. This policy does not apply to the keeping of animals or livestock on Council land. This policy does not apply to verge gardens. Council's position on verge gardening is currently outlined in the *City of Marion Verge Development Guidelines*.

Implementation

The implementation of this policy is outlined in the City of Marion Community Garden Guidelines.

The use of Council land for community gardening will be considered on a case-by-case basis. The following considerations will be taken into account when assessing the suitability of potential community garden sites:

- Connection to community facilities.
- Compatibility with surrounding land uses.
- Minimal impact on neighbouring residents.
- Appropriate land size.
- Water access.
- Suitable growing conditions including soil, sunlight, and orientation.
- Favourable topography with minimal slopes.
- Toilet access.
- Vehicle access for deliverables.
- Pedestrian and disability access.
- Minimal impacts on biodiversity, water resources and trees.
- Safety and security for members and visitors.
- Storage for tools and equipment.

Where community gardens are managed by a community garden group, a *Community Gardens Agreement* will be prepared between Council and the community garden group. Simple agreements will be prepared for small community gardens to reduce the complexity and administrative work required.

Community Garden Policy



5. DEFINITIONS

<i>Term</i>	<i>Definition</i>
Community Garden	Community Gardens are community led and managed, not-for-profit initiatives, where members of the local community come together to grow food in individual or shared plots. Community gardens are open to the public on a regular basis.
Community Gardens Agreement	A legal agreement between a community group and Council regarding the use of Council land for a community garden.
Community Gardens Guidelines	Guidelines developed by the Council Administration to assist community garden groups with the interpretation of relevant policy. The Guideline outlines the procedures for setting up and managing a community garden.
Community Garden Group	A not-for-profit community group or organisation using Council land or the purpose of a community garden.
Community Capacity	The skills, knowledge, resources, social networks, and volunteer time available in each community that can be dedicated to community initiatives such as a community garden.
Verge Gardens	A garden located on the area between the kerb and the property boundary that is managed by one or more nearby households following approval by council (under Section 221 of the <i>Local Government Act 1999</i> and City of Marion Verge Development Guidelines).

6. ROLES AND RESPONSIBILITIES

<i>Role</i>	<i>Responsibility</i>
Council Administration	<ul style="list-style-type: none"> • Provide advice to community groups on planning, design, and management of community gardens. • Assess proposed community garden locations based on site selection criteria. • Ensure community garden groups have appropriate governance and safety measures in place. • Promote community gardens as sites for environmental education and building social connections. • Encourage best practice water and waste management in community gardens.

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<i>Role</i>	<i>Responsibility</i>
	<ul style="list-style-type: none"> Build the capacity of community garden groups through provision of networks and training.
Community Garden Groups	<ul style="list-style-type: none"> Liaise with Council's Community Gardens Coordinator throughout the process of establishing a community garden. Design the garden for accessibility and ensure it is inclusive of a range of community groups and needs. Engage with the local community and communicate with neighbours to seek support for the garden. Ensure the group has the capacity to manage the garden. Develop a plan outlining how the garden will be managed. Ensure community gardens are open to the broader community on a regular basis. Source funding and public liability insurance.

7. REFERENCES

City of Marion

- City of Marion Community Gardens Guidelines.
- City of Marion Verge Development Guidelines.
- City of Marion Environmental Policy.
- City of Marion Open Space Framework (including Open Space Policy and Open Space Plan).
- City of Marion Leasing and Licensing Policy.
- City of Marion Community Land Management Plans.
- City of Marion Public Consultation Policy.
- City of Marion Local Government Land by-law.

8. REVIEW AND EVALUATION

This Policy will be reviewed every four years in accordance with the Policy Framework.

12 Corporate Reports for Information/Noting

12.1 Questions Taken on Notice Register

Report Reference	GC231024R12.1
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Ryles
Corporate Manager	Manager Office of the Chief Executive – Kate McKenzie
General Manager	Chief Executive Officer – Tony Harrison

REPORT OBJECTIVE

To receive and note the information contained within the *Questions Taken on Notice Register* provided in Attachment 1.

EXECUTIVE SUMMARY

At the 8 May 2018 General Council meeting Council resolved that (GC080518M01):

Questions without Notice that were not answered at the same meeting will be entered into a register. This register will be tabled as an information report at the following meeting.

Under Regulation 9 of the *Local Government (Procedures at Meetings) Regulations 2013* (The Regulations):

(3) A member may ask a question without notice at a meeting.

(4) The presiding member may allow the reply to a question without notice to be given at the next meeting.

(5) A question without notice and the reply will not be entered in the minutes of the relevant meeting unless the members present at the meeting resolve that an entry should be made.

RECOMMENDATION

That Council:

1. **Notes the report ‘Questions Taken on Notice Register’.**

ATTACHMENTS

1. QON Register GC231024 [12.1.1 - 2 pages]

Questions Taken on Notice Register



Attachment 1

Report Reference	Meeting Date	Councillor	Responsible Officer	Question taken on notice during the meeting	Response
GC230912M9.1	12/09/2023	Mayor Hanna	Michael Collins – Unit Manager Property and Facilities	Did the sub-lease for Coast FM, did that come to staff and was approved by staff? Or were staff informed of the decision rather than asked?	<p>Huntingtons SA sent an email to staff on 14 February 2021 stating that they had been approached by Coast FM looking for a room to rent for storage of their equipment used for outdoor broadcasts. In accordance with their lease they were seeking permission to rent the room to Coast FM.</p> <p>Council staff at the time responded to the request advising that if they were sub-licensing the room then they would need Council approval to do so, however if the agreement was a hire agreement they would not need Council approval.</p> <p>Huntingtons determined that the form of agreement they would use with Coast FM is a 'hire agreement'.</p>
GC230912R11.4	12/09/2023	Councillor Crossland	Nathan Byles – Unit Manager Recreation & Cultural Facilities	When we agreed to upgrade the outdoor pool, I believe it was running at a 200k loss and the investment was going to hopefully improve that loss. Is there an indication of how much money the pool has been losing for the last 10 years? Or whether the investment did actually reduce the losses.	<p>The average cost to operate Marion outdoor pool inclusive of all utilities and maintenance since 2014 (10 years) has been \$372,466.50 per annum. This cost was reduced to \$331,080 last season (the first post Covid restrictions lifting). Operations from the current season will be reported to the Council in June 2024. This will provide further insight into the council's return on investment.</p>

Questions Taken on Notice Register



Attachment 1

GC230912R11.5	12/09/2023	Councillor Veliskou	Brett Grimm – City Activation Senior Advisor	<p>Question raised in relation to a comment received in the community engagement report:</p> <p>It seems from the feedback that somebody believes that we could improve something, so I'm just wondering if we are going to look at an opportunity for improvement because either they are not aware of what we already have or perhaps we can improve something for people less mobile.</p>	<p>The detailed design for the Marion Cultural Centre Plaza has progressed to construction tender issue.</p> <p>The designs reflect the plans endorsed by Council GC230627R12.13.</p> <p>The designs improve accessibility with the incorporation of time controlled indented-at-grade (flush pavement) 'kiss and drop' on Warracowie Way. Coupled with a zebra crossing and slower speed by design, the plaza and streetscape will enhance access to services for people with mobility issues.</p> <p>In addition, the Marion Cultural Centre provides 3 x Disability Discrimination Act (DDA) car parks adjacent to the southern entry for longer term visitor duration.</p>
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12.2 SRWRA Board Meeting 25 September 2023 - Constituent Council Information Report

Report Reference	GC231024R12.2
Originating Officer	General Manager Corporate Services - Angela Allison
Corporate Manager	- N/A
General Manager	General Manager Corporate Services - Angela Allison

REPORT HISTORY

This Standing Report follows each SRWRA Board meeting to provide an update of matters considered by the SRWRA Board.

REPORT OBJECTIVE

Present the Constituent Council Information Report from SRWRA Board Meeting, 25th September 2023.

EXECUTIVE SUMMARYS

Southern Region Waste Resource Authority (SRWRA) is a regional subsidiary established by the Cities of Onkaparinga, Marion and Holdfast Bay (the “Constituent Councils”), pursuant to Section 43 of the Local Government Act 1999. The functions of SRWRA include providing and operating waste management services on behalf of the Constituent Councils.

In accordance with Section 4.5.2 of the SRWRA Charter – 2022, there shall be at least six ordinary meetings of the Board held in each financial year.

Furthermore, Section 4.5.11 states that prior to the conclusion of each meeting of the Board, the Board must identify which agenda items considered by the Board at that meeting will be the subject of an information report to the Constituent Councils.

In accordance with the above, the Information Report from the Board Meeting held on the 25th September 2023 is provided for Members’ information.

RECOMMENDATION

That Council:

- 1. Notes the Constituent Council Information Report from SRWRA Board Meeting, 25th September 2023.**

ATTACHMENTS

1. Constituent Council Information Report - 25 September 2023 [**12.2.1** - 3 pages]



Constituent Council Information Report

PUBLIC

Board Meeting Date: 25 September 2023

Report By: Chief Executive Officer

In accordance with Section 4.5.11 of the *Southern Region Waste Resource Authority Regional Subsidiary Charter - 2022*, the SRWRA Board identified the following Agenda Items to be the subject of a Public Information Report to the Constituent Councils (Cities of Onkaparinga, Marion, and Holdfast Bay).

Report Name	Report Summary
Adoption of Financial Statements 2023 Financial Year	<p>The SRWRA Board reviewed and adopted the 2023 SRWRA Financial Statements, Southern Recycling Centre (SRC) Financial Statements and Southern Materials Recovery Facility (SMRF) Financial Statements.</p> <p>SRWRA reported a surplus of \$2.151 million for FY23, providing funds to support our landfill capping and post closure liabilities.</p> <p>The SRWRA Statements will be included in our 2023 Annual Report for distribution to Constituent Councils by 30 September 2023.</p>
SRWRA Annual Report 2023	<p>The SRWRA Annual Report 2023 was reviewed by the Board; this report summarises key activities undertaken by the Authority during the year, our financial results, key Governance and WHS measures and performance against our annual business plan.</p>
Audit & Risk Committee Membership	<p>SRWRA welcomed two new members to our Audit & Risk Committee during September; Tim O'Loughlin, Independent Member for the City of Onkaparinga and Josh Hubbard, Independent Member for the City of Marion.</p> <p>The updated Committee will meet in November to nominate a Presiding Member and review the work plan for FY24.</p>
Budget Review 4 – FY23	<p>Budget Review 4 for the 2023 financial year was presented to the Board, comparing actual results against budget for the year and highlighting key variances.</p> <p>SRWRA undertakes quarterly budget reviews throughout the year as per the Local Government (Financial Management) Regulations 2011.</p>

Constituent Council Information Report – Public

Report Name	Report Summary
SRWRA Independent Financial Audit FY23	<p>The annual external financial audit was undertaken by the Authority Auditor (Galpins) between June and September 2023; the auditors report is included in the 2023 Annual Report for the information of our Constituent Councils and their communities.</p> <p>A key focus of the audit is internal financial controls, ensuring SRWRA promotes and adheres to best practice financial management.</p>
Chief Executive Officer's Report	<p>The CEO summarised key activities over the last few months:</p> <ul style="list-style-type: none"> • The Southern Materials Recovery Facility (SMRF) joint venture committee meets every two months, discussions include plant optimisation and commodity markets. • The Southern Recycling Centre is continuing to perform strongly, with monitoring of tonnages received ongoing, as councils roll out a number of FOGO initiatives within their kerbside collection systems, with the City of Holdfast Bay following on from the introduction of weekly FOGO with free kitchen caddy bags for residents. • The Department of Infrastructure and Transport (DIT) has closed Ostrich Farm Road while work continues on the upgrade of Victor Harbor Road, with all vehicles now accessing the SRWRA site via Bakewell Drive. SRWRA continues to provide regular updates to our customers regarding road closures and site access. • SRWRA is now entering Phase 2 of our development of a Communication and Education Strategy to address demand for facility tours, information on our services and interest in the waste and recycling sector generally. The recruitment process for a Communication and Engagement Officer to deliver the strategy has now commenced, following on from successful workshops held with council education officers and key stakeholders. • SRWRA offers regular Board member development opportunities, these include attendance at the Waste Expo Australia, to be held in Melbourne in October, this includes the Waste Summit Conference with 60 expert speakers discussing developments in the industry, various approaches to waste and actions to transition to a circular economy.
GISA Recycling Modernisation Grant	<p>SRWRA received GISA grant funding approval, under the Recycling Modernisation Fund in 2021, and is seeking a variation to the agreement with regards to the glass technology proposed for the SMRF.</p> <p>This grant assisted with the purchase of our waste sorting artificial intelligence (AI) robots, Spidey & Smurf Bot, who assist in waste sorting and minimising contamination in the recycled product waste stream.</p>

Constituent Council Information Report – Public

Report Name	Report Summary
LMS Evaporation Trial	LMS Energy, who run the Landfill Solar Farm and Bioenergy Facility at the SRWRA site will be conducting an evaporation technology trial within its Bioenergy Facility during the next twelve months. This is a variation to their current leasing agreement with SRWRA.
Risk Management Report	SRWRA provides regular risk management reporting to the Audit & Risk Committee and Board, this includes regular reviews of the SRWRA risk register and identification of new and emerging risks.
Next Meeting	The next scheduled meeting date for the SRWRA Board is Monday 20 November 2023

12.3 Work Health and Safety Report

Report Reference	GC23102412.3
Originating Officer	Unit Manager WHS – Mark Jentsch
Corporate Manager	Manager People and Culture - Sarah Vinall
General Manager	Chief Executive Officer - Tony Harrison

REPORT OBJECTIVE

To provide Council with an update of City of Marion's work health and safety performance.

EXECUTIVE SUMMARY

Key performance indicators continue to show a very good trend as Lost Time Injury Frequency rate and Total Recordable Injury Frequency rate have reached a historical low for CoM.

RECOMMENDATION

That Council:

1. Receive this report

DISCUSSION

WHS Monthly Performance Report for 01-30 September 2023

Hazard and Near Miss Reports (Internal WHS SkyTrust reporting data)

Historical statistics inform us that when there is a healthy culture of proactive Hazard/Near Miss Reporting, there is a consequential reduction in injuries to workers. Hazards and Near Misses are reported to date for this financial year and are outlined in Table 1. They can be compared against those reported last financial year which are outlined in Table 3.

Table 1: Hazard Reports - Financial Year 2023/24

Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-22	Jan-23	Feb-24	Mar-24	Apr-24	May-23	Jun-24	Total	Ave
3	0	3											2

Table 2: Report Only - Financial Year 2023/24

Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-22	Jan-23	Feb-24	Mar-24	Apr-24	May-23	Jun-24	Total	Ave
1	2	1											1.3

Table 3: Hazard Reports - Financial Year 2022/23

Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Total	Ave
3	10	11	9	7	0	4	4	3	1	4	3	59	4.9

Table 4: Report Only - Financial Year 2022/23

Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Total	Ave
6	1	4	2	2	2	1	3	6	0	2	2	31	2.6

Lost Time Injuries Reported (Skytrust reporting data)

Lost Time Injuries (LTI's) are those injuries where a whole workday or more has been lost due to a workplace injury. LTI's reported to date for this financial year are presented in Table 3 and can be compared against those reported last financial year which are presented in Table 4.

Table 5 provides description of the LTI's for the current financial year.

Table 5: Number of LTI's per month - Financial Year 2023/24

Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-22	Jan-23	Feb-24	Mar-24	Apr-24	May-23	Jun-24	Total
0	0	0										0

Table 6: Number of LTIs per month - Financial Year 2022/23

Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Total
1	1	2	1	0	0	0	1	0	0	0	0	6

Table 7: Outline of LTIs reported - Financial Year 2023/24

No.	Description of Incident	Mechanism of Injury	Injury Description
	Nil		

Lost Time Injury Frequency Rate (Skytrust reporting data)

The Lost Time Injury Frequency Rate (LTIFR) is a measure of the occurrence of Lost Time Injuries per million hours worked. The current financial year LTIFR for the CoM is 0.

Rolling Average Lost Time Injury Frequency Rate (Skytrust reporting data)

Rolling Average Lost Time injury frequency rate is a measure of the LTIFR trend over an extended reporting period. The current rolling LTIFR for the CoM financial year is 2.8.

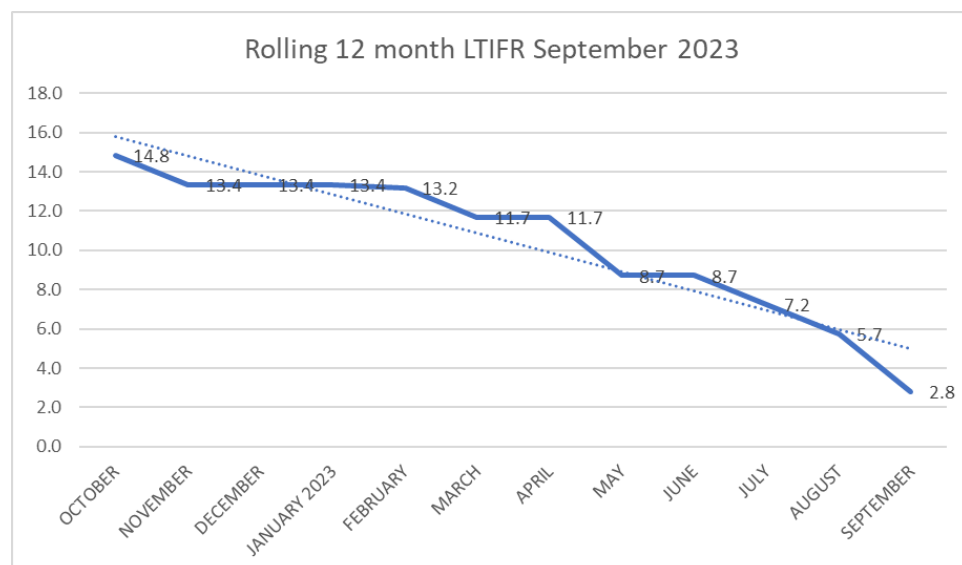


Figure 1: Rolling LTIFR over 12 months

Rolling Total Recordable Incident Frequency Rate (SkyTrust reporting data)

Total Recordable Incidents include fatalities, LTI's and incidents resulting in the employee receiving medical treatment and/or is certified as only fit to undertake suitable duties. The Rolling Total Recordable Incident Frequency Rate (TRIFR) provides analysis of the TRIFR over the last 12 months.

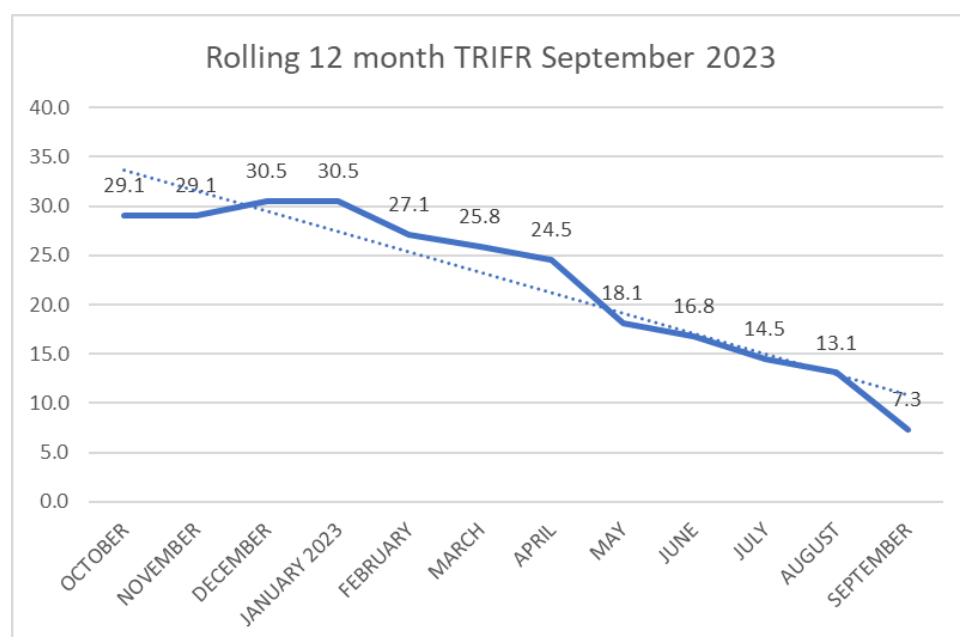


Figure 2: Rolling TRIFR over 12 months

ATTACHMENTS

Nil

12.4 Council and CEO KPI Report Quarter Four 2022/23 - Final Results

Report Reference	GC231024R12.4
Originating Officer	Unit Manager Governance and Council Support – Victoria Moritz
Corporate Manager	Manager Office of the Chief Executive - Kate McKenzie
General Manager	Chief Executive Officer - Tony Harrison

REPORT OBJECTIVE

To advise the Council of the Final results of the Council and CEO KPI's for quarter four 2022/23.

EXECUTIVE SUMMARY

Monitoring performance of the Council and CEO KPI's is critical for ensuring that the Council is contributing to the achievement of its objectives in both the Strategic Plan and the 4-Year Business Plan 2019-2023.

Details of the results are provided in Attachments 1-4.

Given the timing of the previous report some of the figures for the quarter four reporting period were based on forecast results. This report now contains the final results. The Quarter One data for 2023/24 will be presented to the Review and Selection Committee at the December 2023 meeting.

Final Results are now provided for the following:

- KPI1 – Financial Sustainability
- KPI3 – Total Employee Costs
- KPI5 – Asset Renewal Funding Ratio
- KPI6 – Delivery of Council's Capital Works Program
- KPI9 – Carbon Neutrality

For the final quarter four results, Council achieved the Core Target on all KPI's with the exception of the following KPI's:

- Delivery of agreed projects identified in ABP and fourth year targets in the 4-year plan (*previously reported and remains unchanged*). The result for Q4 was 90% and has not met the core target of 95%. The off-track projects and associated comments are provided in attachment 1a.
- Asset Utilisation of Sports and Community Venues (*previously reported and remains unchanged*) – the result for quarter 4 was 42%. Although the Core Target of 50% was not reached, it is noted that this is an improvement on the previous quarter result of 29.99%.
- Staff Engagement (*previously reported and remains unchanged*) – the combined engagement results were 70%. This is slightly less than the core target of 75%. There was only one SLT department that did not reach the 50% participate rate target, reaching 42%.
- Asset Renewal Funding Ratio – the result for 2022-23 is forecast at 76.1% - Core target not achieved. This ratio has been impacted by supply chain issues particularly in relation to the renewal program for fleet, with funding of \$1.035m carried over into 2023-24 for fleet renewal.

RECOMMENDATION

That Council:

1. **Notes this information and information contained within the attachments for Quarter four 2022/23 – final results.**

ATTACHMENTS

1. Attachment 1 KPI Summary [**12.4.1** - 2 pages]
2. Attachment 1a Supporting Information for KPI2 2 [**12.4.2** - 1 page]
3. Attachment 2 KPI Summary 1 1 [**12.4.3** - 1 page]
4. Attachment 3 FTE Employees Staff and Agency 1 1 [**12.4.4** - 1 page]
5. Attachment 4 Labour and FTE Movement Summary 8BBS 1 1 [**12.4.5** - 1 page]



CEO AND COUNCIL KEY PERFORMANCE INDICATORS 2022/23 QUARTER FOUR: APR '23 – JUN '23 - ATTACHMENT 1 (Final Results)

1

Financial Sustainability

Core target: Council maintains, on average a break even or better funding (cash) position over the Long-Term Financial Plan

Stretch target: Council maintains a break-even or positive position in delivering its Annual Budget.

Measure: This target compares funding cash position at the relevant budget review with the adopted budget figure.

Q4 Final Result: Both the core and stretch targets have been met with a \$2.584m surplus in 2022-23 and a forecast surplus of \$3.260m over the ten years of the LTFP.

\$2.584m

Final Result

Third review

Second review

First review

Adopted budget
\$0.023

4

Overall Satisfaction with Council's performance

Core target: Greater than or equal to 75% rated as satisfied or above.

Stretch target: Greater than or equal to 85% rated as satisfied or above.

Measure: Annual Community Survey

Q4 Comment: Council decided not to run the community survey this year. Therefore no result is available.

70|.....80|.....90|.....100

Core >or= 75%

Core > or = 85%

2

Delivery of agreed projects identified in ABP and fourth year targets in 4-year Plan (20 projects – (projects completed in years 1, 2 and 3 not included))

Core target: Greater than or equal to 95%

Measure: Monthly data as at 31 March 2023

Q4 Result: 90% - 18 projects are on track. 2 projects are considered off-track. The Core Target has not been met.

70|.....80|.....90|.....100|

On Track = 18 (90%)

Core >or= 95%

5

Asset Renewal Funding Ratio

Core target: Asset Renewal Funding Ratio between 90 and 110%

Stretch target: Asset Renewal Funding Ratio equal to 100% over the ten year long term financial plan

Q4 Final Result - The Asset Renewal Funding Ratio for 2022-23 is forecast at 76.1% - Core target not achieved. This ratio has been impacted by supply chain issues particularly in relation to the renewal program for fleet, with funding of \$1.035m carried over into 2023-24 for fleet renewal.

The *Asset Renewal Funding Ratio* indicates whether Council is renewing or replacing existing assets at the rate of consumption.

70|.....80|.....90|.....100|.....110

Q4 22/23 forecast (76.1%)

Core (lower) > or = 90%

Core (upper) > or = 110%

3

Total Employees Costs

Core target: Less than or equal to 4.5% increase in actual employee costs (including agency staff) against prior year's actual costs – adjusted for Council endorsed changes to meet resourcing requirements.

Stretch target: Less than or equal to 4% increase in actual employee costs (including agency staff) against prior year's actual costs – adjusted for Council endorsed changes to meet resourcing requirements.

Q4 Final Result: Actual employee costs (including agency staff) adjusted for Council endorsed changes to meet resourcing requirements for the 2022-23 year are \$41.921m. This represents an increase of 4.45% against 2021-22 actual costs of \$40.134m. The core target has been met.

2|.....3|.....4|.....5|

22/23 Final Result = 4.45%

Core <or= 4.5%

6

Delivery of Council's Capital Works Program

Core target: Greater than or equal to 85% delivery of Council's planned capital works program (adjusted for extraordinary items)

Stretch target: Greater than or equal to 90% delivery of Council's planned capital works program (adjusted for extraordinary items)

Q4 Final Result = This is an annual measure and has achieved the core target with a result of 88%.

80|.....85|.....90|.....95

Core > or = 85%

Final Result = 88%

Stretch > or = 90%



CEO AND COUNCIL KEY PERFORMANCE INDICATORS 2022/23

QUARTER FOUR: APR '23 – JUN '23 - ATTACHMENT 1 (Final Results)

7

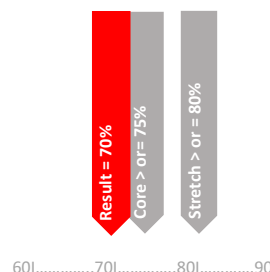
Staff Engagement

Core target: Achievement of an overall employee engagement survey result of 75% with at least 50% employee participation per SLT department

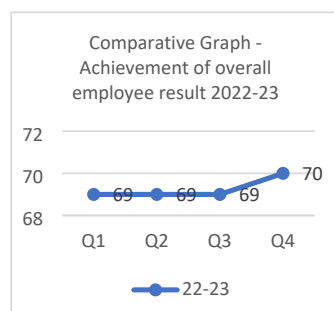
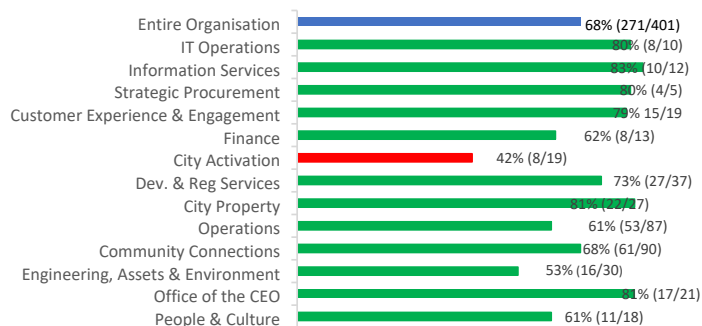
Stretch target: Achievement of an overall employee survey result of 80% with at least 50% participation per SLT department

Measure: Staff Teamage survey results.

Q4 Result: Achieved 70% combined engagement results. All but 1 SLT Departments achieved at least a 50% participation rate.



SLT participation by department



8

Community Engagement / Communications

Core target: Project specific communications to the public should be timely and accurate

Stretch target: 100%

Measure: Based on feedback received on project specific distributed communications. This KPI is marked as 'met' or 'not met'.

Result: Q4 result = Met (have not been made aware of any inaccurate or untimely information provided to the public)



9

Carbon Neutrality

Core target: Carbon emissions for the 2022/23 financial year are less than the Carbon Neutral Plan's target of 3,500 tCO₂e for that year.

Stretch target: Carbon emissions for the 2022/23 are 5% less than the Carbon Neutral Plan's target of 3,500 tCO₂e for that year.

Measure: Carbon emissions footprint, measured against Council's endorsed Carbon Neutral Plan.

Comment: Annual carbon emissions for the 2022/23 financial year were 2,241 tonnes CO₂ equivalent. This means our emissions reductions are on track and we have exceeded the stretch target to achieve a 36% reduction in emissions. This is largely due to purchasing 100% Green Energy since January 2023 which significantly reduced electricity emissions in this period.



10

Asset Utilisation of Sports and Community Venues

Core target: 50% utilisation across venues

Stretch target: Nil

Measure: Monthly data as at 30 June 2023 based on the average utilization rate (Peak and off-peak)

Result: Q4 = 42% average utilisation rate for venue utilisation across community and sporting clubs.

Peak Utilisation = 48.04%

Off-Peak Utilisation = 31.96%



ATTACHMENT 1a – Supporting Information

As at 30 June 2023 - 90% (18 projects) are on-track, including 13 that have been completed this financial year. 10% (2 projects) are considered off-track.

The on-track includes projects that were started or completed in the fourth-year targets of the 2022/23 financial year and also includes those projects that are deferred.

Table 1: Year 4 Projects by exception (all other projects are considered on-track or completed)

Project Name	Q4 Supporting Comments
PROGRAM - Business Enterprise Systems Enhancement (DTP)	11 of the 12 projects that make up the program have been implemented. Unified Communications (Teams calling and Amazon connect) is yet to be completed - anticipate completions by October 2023.
Implement Reconciliation Action Plan 2019 - 2023 & Develop the 2023-2027	Finalisation on hold pending discussion at Member Forum on 8th August.

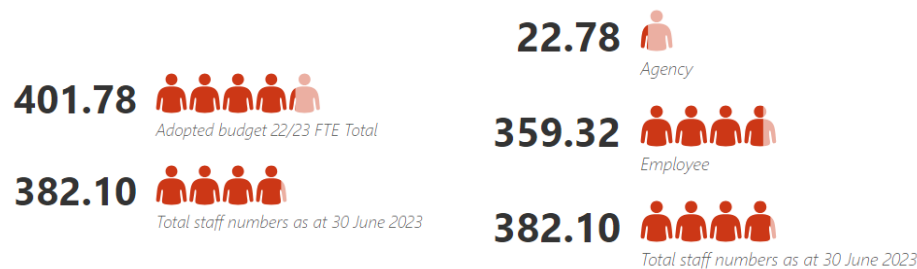
CEO and COUNCIL KPI Report Quarter Four 2022/23 (Final Results) – ATTACHMENT 2

KPI	Details	Core Target	Stretch Target	Qtr 1	Qtr 2	Qtr 3	Qtr 4 Final Results
1	Financial sustainability.	Council maintains, on average a break even or better funding (cash) position over the Long-Term Financial Plan	Council maintains a break-even or positive cash funding position in delivering its Annual Budget	\$0.023m (forecast)	\$0.084m (forecast)	\$0.026m (forecast)	\$2.584m
				Both the core and stretch targets have been met with a \$2.584m surplus in 2022-23 and a forecast surplus of \$3.260m over the ten years of the LTFP.			
2	Delivery of agreed projects identified in the <i>Annual Business Plan</i> and the fourth-year targets in the four-year plan.	Greater than or equal to 95%	No Stretch Target	85%	70%	80%	90%
				Q4 Result: 90% (18) projects are identified as being on track. 10% (2) projects are considered off-track. The Core target has not been met.			
3	Total employee costs (inc agency).	Less than or equal to 4.5% increase in actual employee costs (including agency staff) against prior year's actual costs – adjusted for Council endorsed changes to meet resourcing requirements	Less than or equal to 4% increase in actual employee costs (including agency staff) against prior year's actual costs – adjusted for Council endorsed changes to meet resourcing requirements	3.62% (forecast)	3.41% (forecast)	3.41% (forecast)	4.45%
				Actual employee costs (including agency staff) adjusted for Council endorsed changes to meet resourcing requirements for the 2022-23 year are \$41.921m. This represents an increase of 4.45% against 2021-22 actual costs of \$40.134m. The core target has been met.			
4	Overall Satisfaction with Council's performance	Greater than or equal to 75% rated as satisfied or above	Greater than or equal to 85% rated as satisfied or above	Annual Measure	Annual Measure	Annual Measure	N/A
				This is an annual measure. Council decided not to run the community survey this year. Therefore no result is available.			
5	Asset Renewal Funding Ratio	Asset Renewal Funding Ratio between 90 and 110%	Asset Renewal Funding Ratio greater than or equal to 100%	100% (Budgeted)	100% (Budgeted)	100% (Budgeted)	76.1% (Forecast)
				The Asset Renewal Funding Ratio for 2022-23 is forecast at 76.1% - Core target not achieved. This ratio has been impacted by supply chain issues particularly in relation to the renewal program for fleet, with funding of \$1.035m carried over into 2023-24 for fleet renewal.			
6	Delivery of Council's capital works program.	Greater than or equal to 85% delivery of Council's planned capital works program (adjusted for extraordinary items)	Greater than or equal to 90% delivery of Council's planned capital works program (adjusted for extraordinary items)	Annual Measure	Annual Measure	Annual Measure	88%
				This is an annual measure and has achieved the core target with a result of 88%.			
7	Staff Engagement	Achievement of an overall employee pulse survey result of 75% based on 9 metrics with at least 50% employee participation per SLT department.	Achievement of an overall employee pulse survey result of 80% with at least 50% participation per SLT department.	69%	69%	69%	70%
				Q4 Result: Achieved 70% combined engagement results. The Core Target has not been met. All except one SLT Departments achieved at least a 50% participation rate.			
8	Community engagement / communications	100%	NA	Met	Met	Met	Met
				There was no information identified in the Q4 reporting period that was identified as inaccurate or untimely when distributed to the Community. This KPI is currently met.			
9	Carbon Neutrality – carbon emissions footprint, measured against Council's endorsed Carbon Neural Plan (applicable 2021/22 onwards)	Actual annual emissions less than the plan's annual target emissions (reported every six months)	Actual annual emissions 5% less than the plan's annual target emissions	NA (reported bi-annually)	1,376(tCo ² e)	NA (reported bi-annually)	2,24(1tCo ² e)
				Annual carbon emissions for the 2022/23 financial year were 2,241 tonnes CO₂ equivalent. This means our emissions reductions are on track and we have exceeded the stretch target to achieve a 36% reduction in emissions. This is largely due to purchasing 100% Green Energy since January 2023 which significantly reduced electricity emissions in this period.			
10	Asset utilisation of Sports and Community venues	50% utilisation across venues (through the booking system)	No stretch target	30.27%	33.08%	29.99%	42%
				Q4 Result: 42% average utilisation rate for venue utilisation across community and sporting clubs. Peak Utilisation = 48.04% Off-Peak Utilisation = 31.96%			

ATTACHMENT 3

FULLTIME EQUIVALENT (FTE) EMPLOYEE AGENCY

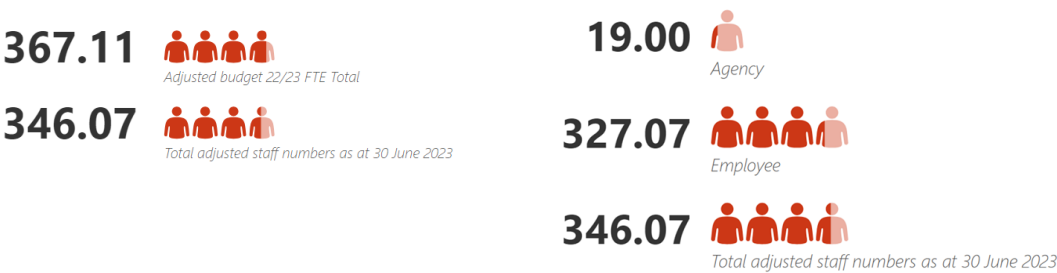
The number of FTE employees (staff and agency) employed across the organisation as at 30 June 2023.



There are currently 19 temporary vacant positions comprised of:

- Recruitment in progress (required position) 14
- Currently under review 1
- Vacant required position 4

The following tables provide comparative FTE data with the Gap Year Team Members, Pool Staff, and Grant Funded positions being excluded.



ATTACHMENT 4

LABOUR AND FTE MOVEMENT SUMMARY

	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
Total Employee Costs (including Agency)	42,379	40,134	38,238	36,487	34,861	33,274	32,221	31,783	31,757
% Movement on Prior Year	5.59%	4.96%	4.79%	4.66%	4.77%	3.27%	1.40%	0.10%	0.70%
Total Number of Employees (FTE as at 30 June)	382	387	370	358	365	360	344	342	348
% Movement on Prior Year	-1.29%	4.59%	3.35%	-1.9%	1.38%	4.80%	0.60%	-1.70%	-0.90%
5-Year average FTE to June 2023	372								

12.5 Coastal Walkway Nungamoora Design

Report Reference	GC231024R12.5
Originating Officer	Coordinator Coastal Walkway – Alex Cortes
Corporate Manager	Manager City Activation – Charmaine Hughes
General Manager	General Manager City Development – Tony Lines

REPORT HISTORY

Report Reference	Report Title
GC221213F10.1	Coastal Walkway Gullies Report for Construction
GC220524F11.3	Coastal Walkway Gullies Report for Construction
SFRAC220426F8.1	Coastal Walkway – Prudential Report
GC220308F18.4	Coastal Walkway Update
GC220222F11.3	Coastal Walkway Update
GC211214F18.3	Coastal Walkway Update
GC211026R10.5	Coastal Walkway Concept Design Update
GC210622F03	Coastal Walkway Update – Field River
GC201124R10	Coastal Walkway Concept Design & Outcomes of Community Engagement
GC191126R07	Coastal Walkway Project

REPORT OBJECTIVE

To provide Council with an update on the Nungamoora street boardwalk design associated with the Coastal Walkway Project, currently under construction.

EXECUTIVE SUMMARY

The Coastal Walkway Project for Grey Gully and Kurnabinna Gully includes a small section of boardwalk near Nungamoora Street. The Nungamoora Street boardwalk works were subject to further detailed design, and consequently both a provisional sum and contingency cost for the Nungamoora Street works were included in the project costs as presented at the General Council meeting on 13 December 2022 (GC2201213F10.1).

A recent geotechnical assessment undertaken by CMW Geoscience has identified and notes the potential for slope instability through this area. This slope instability could compromise the walkway structure in the longer term, so careful consideration is required into the most appropriate design solution.

Following the geotechnical report, structural engineering consultancy Innovis has undertaken a detailed structural condition assessment. It has been recommended that the structure is not reconstructed, but instead that some existing boardwalk members are replaced, keeping the width and height of boardwalk the same. Innovis has concluded that the existing foundations should continue to perform in accordance with their historical performance, and that the superstructure should be left as existing and not reconstructed.

The Nungamoora Street Boardwalk structural condition assessment is included in **Attachment 1**.

While noting the limitations with respect to the slope stability and foundation performance, the repair option presented should result in a residual design life for the timber structure (or its replacement elements) of at least 10-15 years.

The works will include replacing the existing boardwalk members but keeping the width and height of boardwalk the same as existing. The existing width is approximately 1.2 metres and will be narrower than the remainder of the other sections now at 1.8 metres. All deck boards, existing posts to existing bearers and balustrades will be replaced.

The Nungamoora Boardwalk Details are included in **Attachment 2**.

Construction costs for Nungamoora Street Boardwalk are included within the final price of the project as presented at the General Council meeting on 13 December 2022 (GC2201213F10.1).

RECOMMENDATION

That Council:

- 1. Notes the design solution for the Nungamoora Street boardwalk.**

DISCUSSION

The City of Marion Coastal Walkway from Marino to Hallett Cove is a highly valued and important community asset that attracts visitors and contributes to the liveability of the city.

The original boardwalks were designed and delivered in the mid 1990's by the State Government. Due to the age of the existing boardwalks, few records are available for review. The boardwalks were constructed utilising materials and technology which are now superseded.

At the General Council meeting on 13 December 2022 (GC221213F10.1) Council endorsed the final construction costs for the coastal walkway which includes the budget allocation for Nungamoora Street.

As part of the design development and documentation phase, a geotechnical assessment was undertaken by CMW Geoscience that identified the coastal walkway segment at Nungamoora Street is underlain by large uncontrolled fill with potential risk of slope instability.

Geotechnical advice emphasises other areas of the coast may also be subject to slope instability and that in the case of a major landslide, Nungamoora is not the only challenging area. Future geotechnical assessments would form part of any future stages.

It should be noted there is an existing Planning Consent for 4 x 2-storey dwellings and associated retaining walls for the adjacent site at 8-10 The Esplanade (issued in 2022 – see Figure 1 below). Due to the potential for slope instability through the coastal area, the owner has been provided with relevant findings and Council's building team will seek independent engineering advice on the proposal if it progresses to Building Consent stage.

The Nungamoora boardwalk section is approximately 60 metres with some sections hard up against the property boundary.

Figure 1: Location of approved development (8-10 The Esplanade – Planning Consent only)



Figure 2: Nungamoor Street Boardwalk (southern view)



Following the geotechnical report, Innovis has undertaken a detailed structural condition assessment. This assessment recommends that the structure is not reconstructed, but that the existing boardwalk members are replaced and that the width and height of boardwalk are kept the same. Innovis has noted that the existing foundations should continue to perform in accordance with their historical performance.

Innovis has recommended that if the existing footings are to be retained, the structure should be maintained in 'like for like' condition as the current structure, with repair or replacement with 'like for like' materials or 'like for similar.'

Three detailed repair options were provided in Section 6 of the report with Innovis recommending that the structure be maintained in the same geometric conditions with respect to its current alignment, height, and width.

Noting the limitations with respect to the slope stability and foundation performance discussed in detail in this report, the repair options presented should result in a residual design life for the timber structure of at least 10 - 15 years.

Ongoing monitoring, maintenance and regular inspections will be undertaken in accordance with the Coastal Walkway Asset Management Plan, legislative requirements and community standards are measured in accordance with legislative requirements.

Design working groups has concluded that the option to upgrade existing boardwalk elements to Fibre Reinforced Plastic (FRP) elements is the best option.

Works that will need to be undertaken include:

- Replace all the deck-boards with Treadwell grating fixed to timber joists in accordance with manufacturer's specifications.
- Replace all existing posts with bearer connection bolts with washer plates on both sides.
- Apply treatment to timber posts, with particular focus on improving moisture resistance of the base of the posts. Replace all the stair treads with Treadwell treads fixed to stringers in accordance with manufacturer's specifications to match with the other parts of boardwalk.
- Replace all the balustrade members with stainless plate fully welded frame to match with the other parts of boardwalk upgrade.
- All deck joists to bearer connections are to be re-visited & rectified to suit once the decking boards are removed.
- Remove the current handrail posts and replace them with hardwood stanchions to match with the other parts of the boardwalk.

Construction costs for Nungamoora Street Boardwalk are included within the final price of the project as presented at the General Council meeting on 13 December 2022 (GC2201213F10.1).

ATTACHMENTS

1. Attachment 1 - Nungamoora Structural Assessment [**12.5.1** - 19 pages]
2. Attachment 2 - Nungamoora Street Boardwalk Prelim Drawing 1 [**12.5.2** - 1 page]
3. Attachment 3 - Nungamoora Street Boardwalk Prelim Drawing 2 [**12.5.3** - 1 page]



Coastal Walking Trail

CWT 0013 – Nungamoora Street Boardwalk



Doc No: J0439-STR-REP-0002[03]
Revision: 3 Date: 3/10/2023
Client: Aspect Studios/City of Marion

CWT 0013 – Nungamoora Street Boardwalk

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1.0 Executive Summary

Innovis has been engaged by City of Marion (via Aspect Studios) to undertake a detailed structural condition report on the boardwalk structure adjacent to Nungamoora Street (Council Asset CWT 0013). This report follows a geotechnical report by CMW Geosciences dated March 2022, which notes the potential for slope instability adjacent the structure which may compromise the performance of the Nungamoora street boardwalk. The scope of this report is limited to the structural condition of the superstructure, however, for completeness, it is necessary to include commentary with respect to the slope stability due to its potential impact upon the performance of the foundations.

Refer detailed discussion within Section 5.2 with respect the performance of the foundation structures and risks and impacts of slope instability upon this assessment. For the purpose of this report, Innovis has assumed that the foundations will continue to perform in accordance with their historical performance in the absence of any boundary condition changes. It is noted that the CMW Geosciences report recommends a detailed slope stability assessment is undertaken and that this is not intended to be undertaken by Council, as the likely outcome would likely be inconclusive due to the uncontrolled nature of the fill materials. It is understood that Council have taken a preferred position to adopt a minimalist approach to the boardwalk structure and are accepting of the potential risk of failure of the slope and structure, and accept the potential loss of the asset in the event of slope instability, as a short term condition. It is emphasised that any slope instability failure could potentially be sudden in the case of a major landslide, however it is likely that other areas of the coastline may experience similar issues. It would be anticipated that a slope stability assessment would form part of any long term solution for this site.

This report identifies that the design and construction of the existing foundations is unknown, and accordingly, there is no specific engineering assessment undertaken with respect to the performance of the footings, and reliance is made on comparison to prior performance and not any specific engineering investigation or calculation. It is noted that this is not without risk, however the foundations have performed adequately for a significant period of time since their original construction.

Innovis undertook a visual inspection of the boardwalk structure, in conjunction with BluBuilt including minor scrape back and exposure of the top of two foundation locations and drilling of timber materials to review condition / integrity. Generally, the timber elements were found to be in fair condition. Detailed description of the condition of the existing structure is found in Sections 4 of this report. Detailed assessment of each element of the existing structure is provided in Section 5. It was noted that the timber posts are likely to be difficult to replace as they are embedded into the concrete foundations. All other elements are readily replaceable if their condition is determined to be inadequate.

Innovis has recommended that if the existing footings are to be retained, the structure shall be maintained in 'like for like' condition as the current structure, with repair or replacement with 'like for like' materials or 'like for similar'. Three detailed repair options are provided in Section 6 for consideration by Council. Innovis has recommended that, due to the unknown performance of the footings, the structure be maintained in the same geometric conditions with respect to its current alignment, height and width.

Noting the limitations with respect to the slope stability and foundation performance discussed in detail in this report, the repair options presented will result in a residual design life for the timber structure (or its replacement elements) of at least 10 - 15 years.

2.0 Background

The coastal walkway upgrade project includes replacement of existing boardwalks to provide a 1.8m wide walkway and to provide a structure using sustainable materials. The existing boardwalk structures are constructed of perma-pine timber elements and have a clear walkway width of approximately 1140mm (see Figure 1).



Figure 1 Approximate Extent of Inspection

A short section of existing boardwalk immediately north of Nungamoora Street, (the structure is known as asset “CWT 0013”) was also due to be replaced as part of this project (see Figure 2a). This section is approximately 60m in length and is located on very steeply sloping terrain. Upon inspection of the site during the design phase, it was noted that a significant amount of uncontrolled fill had been placed upon the slope uphill of the existing boardwalk. Some of this fill was observed to be filled above the height of the decking of the boardwalk. This fill was held back by a rudimentary timber sleeper retaining wall that bear against the boardwalk posts to a height of approximately 600mm above the boardwalk decking (see Figure 2b).

Investigations have been undertaken by CMW Geosciences to comment on the risks of undertaking further construction in this location. As identified within the CMW Geosciences report, reconstructing at the boardwalk’s current location carries risks in terms of the potential of the fill to slide down the slope, thus causing stability issues for a new structure. Further west, away from the boundary, the existing terrain steepens causing issues for construction, as well as the unknown risk of further fill in those locations. An easterly alignment retains potential issues with slope stability and will approach close to or encroach the boundary of adjacent residential properties which is understood to be undesirable to council.

The purpose of this inspection and report is to review the condition of the existing structure and provide recommendations to upgrade the boardwalk for City of Marion Council. This report will provide recommendations including options to maintain the existing boardwalk, replace the boardwalk to match with current boardwalk design or a combination of both options.

CWT 0013 – Nungamoora Street Boardwalk

*Figure 2a Typical Boardwalk**Figure 2b Timber Sleepers Bearing Against Boardwalk*

3.0 Inspection

A site inspection was undertaken on Friday 18 August 2023 at 8.30am. Present were Dr Mark Ellis, Abhishek Vyas and John Hudson of Innovis Pty Ltd, and Adam Selfe from Blu Built Pty Ltd. Weather conditions were fine, however the ground was wet following overnight rain. Measurements and observations were undertaken from the board walk itself – the underside of the boardwalk was not accessible due to safety considerations and the difficult terrain.

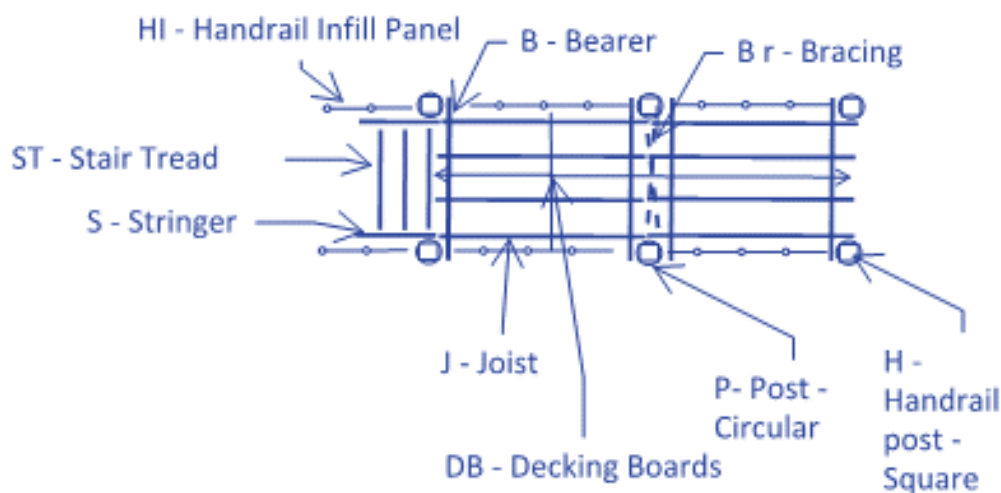


Figure 3 Typical Structural Framing of Boardwalk

As shown in Figure 3, the following list outlines the members that makeup the walkway section observed.

F – Footing – The top of two footings had been exposed by the contractor. The depth of concrete footing is not known. Posts are directly cast into the concrete footings. The footing is approximately 450mm in diameter as measured at the two locations exposed.

P – Posts – 150mm nom. diameter post. Above the decking, the posts have been cut down to approximately 100mm square to allow the handrail posts to be sleeved over the post.

B – Approximately bearers - 175 x 45mm beams bolted to the posts with 2 16mm coach bolts.

J – Approximately joists – 90 x 45mm beams at 400mm centres, skew nailed.

DB – Approximately 140 x 35mm decking boards that span across the joists and are fixed down with nails.

Br – Bracing – Approximately 90x45mm.

S – Stringer – Approximately 190x35mm.

ST – Stair tread – Not measured.

H- Handrail post – Approximately 125mm square hollow section recycled plastic material, 1000mm high, plus a further 100mm to the tubular steel handrail.

HI – Handrail infill panel steel top and bottom rail (50x25 RHS) with steel vertical balusters attached to the new handrail posts with angle brackets and Tek screw fixings.

4.0 Observations

This section provides a general overview of the main structural elements which form the boardwalks that were inspected during the site visit.

It is noted that the inspection was limited to that which was safely observable at the time of inspection. There was significant presence of vegetation and fill which prevented access to observe significant portions of the structure.

4.1 Footings

The footings supporting the boardwalk comprise posts concreted into the soil (Refer Figure 4).

We understand that there is no documentation confirming the adequacy of the original construction and therefore its ongoing performance.

For the purpose of this inspection and report, it is our expectation/requirement that the adequacy of the strata to support the loads remains unchanged. Our inspection is limited to what can reasonably be viewed from the structure and it appeared to be approximately 450mm in diameter. Any further investigations with the footings cannot be undertaken given the steep slope and an unstable cliff due to which it is not possible to set up any equipment / piling rigs to undertake drilling works or investigations.



Figure 4 Exposed Footing

4.2 Posts

150mm nominal diameter treated pine posts transfer the vertical loads to the ground. Test holes were drilled into the top of a limited selection of the posts. The posts could not be assessed below the decking due to safety concerns. The treated pine members typically appear to be in good condition and display no obvious signs of deterioration.

4.3 Bearers

175 x 45 treated pine bearers are fixed to each column with 2 x 16mm diameter coach bolts. The bearers appeared to be in serviceable condition with no obvious signs of deterioration.

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4.4 Joists

90 x 45 joists span between the bearers at 400mm centres. Only the outer joists could be inspected, and these joists appeared to be in serviceable condition with no obvious signs of deterioration. The intermediate joists were unable to be inspected.

4.5 Decking Boards

Typically, across the boardwalk the decking boards are treated pine boards which have been fixed to the joists. The boards are showing signs of surface wear due to foot traffic and the ends of the decking boards appeared to be deteriorated due to moisture ingress. Some of the decking fixings were loose and were beginning to corrode.

4.6 Bracing

Bracing between the posts was observed on 2-bays of the boardwalk of which two are at the southern end (see fig-5), the bracing members are 90x45. None of these are located where the uncontrolled fill bears against the boardwalk.



Figure 5 Bracing Locations

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4.7 Handrails and posts

It appears that footing posts extend up to form the basis of the handrail structure. They have been trimmed and 125 x 125 plastic posts have been placed over, with the handrails themselves screwed in place. As per the photo below, we have observed that in some instance the screw passes above the timber post and not into it, thus potentially reducing the strength of the handrail.



Figure 6 Balustrade Fixings

4.8 Stringers and Stair Treads

Stairs have been constructed with two timber stringers one on either side of the timber treads. The stair stringers appeared to be in serviceable condition whereas timber treads showing sign of deterioration due to foot traffic and moisture ingress.

4.9 Other Observations

Whilst on site, fill material was observed along eastern face of the boardwalk (Refer Figure 7). It is expected that the boardwalk structure has not been designed for the additional lateral soil pressure from the fill material. It was also observed that there is a number of timber sleepers bearing against the posts of the boardwalk. These prevent any debris from falling on the boardwalk. The timber sleepers extend approximately 600mm above the decking of the boardwalk. There is no existing information for these timber sleepers.



Figure 7 Timber Sleepers Construction

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4.10 Further Inspections

Given the limitations of access and if it is proposed to re-use the part of the existing structure, a further engineering inspection is recommended to confirm that the remaining structural elements are sound and maintain their integrity for the residual design life. The timing of this inspection would need to be completed following removal of the elements to be replaced ie decking.

5.0 Assessment

5.1 Previous Assessment

Innovis was previously engaged to undertake an inspection of the CWT013 structure in April 2019 in an engagement with Sproutt. This inspection noted the structure as generally having a residual design life of 5-10 years, with a note that the footings were rated equivalent to being “severely damaged” – primarily with reference to the unknown condition of the original footings, which were of unknown construction and / or condition. A geotechnical investigation was later undertaken for some structures along the Coastal Walking Trail, however CWT013 did not get further investigation as it was provisionally closed and there was an intent by the City of Marion to replace the structure with a new combined pathway in conjunction with the adjacent works.

5.2 Footings and soil condition

The foundations for the current CWT013 timber boardwalk structure are typically described as concrete piers with embedded timber posts cast-in to the concrete footings. This means it is not possible to replace/remove the existing timber posts without removing the existing footings. The existing footings appeared to be shallow and are understood to be founded on an unconsolidated fill material as outlined in the CMW geoscience slope stability report dated March 2022. The capacity of the footing would inherently be low due to its founding material. Hence, adding any additional load such as widening of boardwalk, increasing the height of the structure, or changing shape of the structure carries an inherent risk of failure to the footings and consequently to the boardwalk structure. We understand that any further investigations to the footings has been determined not to be feasible in the vicinity.

As identified by the CMW Geosciences report, the site has a significant potential for landslip risk due to the presence of unconsolidated fill material which could be caused by any disturbance at site due to following:

- I. Seismic event
- II. Significant rainfall event
- III. Localised flooding / water leakage / other damage
- IV. Uphill disturbance or surcharging from adjacent landholders
- V. Erosion downhill
- VI. Other undefined potential causes

The CMW Geosciences report recommends that if the existing boardwalk structure is to be retained, that the outcomes are subject to structural reassessment of the boardwalk structure, and a quantitative slope stability assessment.

Based on the above, a capacity for the footings cannot be clearly established to a recognised engineering standard for gravity and wind loadings. It is a limitation of our engineering assessment that the performance of the footings will be maintained, however there is no engineering assessment that has been undertaken by CMW Geosciences or Innovis to validate this. It is highlighted that the capacity of the footings cannot be properly established using recognised engineering practices, including geotechnical investigation or calculation, as sufficient information is not available, and there are substantial risks associated with further geotechnical investigations. The advice by CMW Geosciences is referenced by necessity within this report as it is required to understand the context under which this report has been commissioned. We note that detailed advice with respect to the slope stability risks is beyond the scope of Innovis’ professional expertise and beyond the scope of this report.

It is necessary that council as the asset owner understands the risks that it takes on, due to reliance on an engineering assessment on the basis of existing performance, particularly given the potential for landslip risk within the wider fill material as outlined within the geotechnical reporting available, prepared by CMW Geosciences.

Accordingly, if it is proposed by council to re-use the existing footings, on the basis of the CMW Geosciences report, we recommend the following actions:

1. Remove the temporary earth burden/retained soil that is bearing against the boardwalk structure and sufficiently away from the boardwalk to prevent any future lateral loading on the boardwalk from occurring again.
2. Do not disturb/remove or modify the existing footings
3. No significant changes to boundary conditions, including upslope and downslope stability and that advice is sought from a geotechnical engineer as to how council may improve the stability of the cliff against landslip risks.

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4. Geotechnical Engineering advice with respect to the detailed slope stability analysis. We understand that this has been not been progressed due to the likely outcome being inconclusive due to the uncontrolled nature of the fill materials.
5. Regular monitoring and review of the structure and surrounds. The frequency of such assessments should be determined by a detailed risk assessment by council. This could include:
 - a. Periodic survey of the adjacent ground and the boardwalk structure, including additional inspection after significant events listed above in I through VI above or other change in boundary condition
 - b. Periodic Level 2 Inspection by qualified Structural Engineer in accordance with the principals of the DIT RSIM
 - c. Periodic Level 3 Inspection by a qualified Structural Engineer to validate the condition of the Timber posts in accordance with the principals of the DIT RSIM
 - d. Regular Level 1 Inspection by Council Asset management team for any change in condition to the structure or boundary conditions in accordance with the principals of the DIT RSIM
6. Structure is closed to public access following any potential disturbance at the site (refer items a – f above) to facilitate inspection and survey.
7. Engineering assumption that the footings were originally designed fit for purpose and will continue to perform as such for the original designed structure. The following limitations are recommended:
 - a. Works be limited to repair and replacement of elements “like for like” or “like for similar” (ie, replace elements with materials of similar size, strength, weight and performance)
 - b. No changes to the width, height or load distribution of the boardwalk
8. All adjacent developments to the site be subject to a detailed slope stability assessment and undertake slope stabilisation works appropriate for the known slope stability issues.
9. Council give detailed consideration to undertaking a detailed slope stability assessment and slope stabilisation works design by a qualified geotechnical engineer. In the absence of a detailed slope stability assessment, Council must accept that there is no specific “design life” or “warranty” with respect the capacity or function of the footings given the unknown performance of the foundation structures and cliff stability. While the integrity of the structure will be improved by the proposed works recommended in Section 6.0, these are considered interim measures and failure of all or part of the structure would be expected under a significant event identified in items I through vi above. It is noted that there are a significant number of locations on the coast which may also experience similar failures or issues following such a significant event or change in boundary conditions. It would be anticipated that a slope stability assessment would form part of any long term solution for this site.
10. Council is recommended to consider the implications of adjacent proposed development(s) and consider the impact of such developments on surcharge or stability of the slope, including any other requirements.
11. Acceptance by council that failure of the structure is a likely outcome in the event of a disturbance at the site – as listed above. This could include a partial or full failure of the structure and adjacent slope.

We understand that council are aware of the above risks and does not currently intend to undertake a detailed slope stability assessment, and that if a decision is made to proceed with structural repair to the boardwalk structure, that council will necessarily be accepting of all liabilities for the ongoing performance of the existing footings, including any risks and liabilities associated with a potential slope instability event.

5.3 Boardwalk Superstructure (Posts, Bearers, joists & Decking)

The timber posts are typically 150 Dia posts casted into the concrete footing. The posts and its connections appear to be fair condition with 5-10 years of service life remaining. We have assessed the posts by drilling in spot holes to understand the effect of moisture in the posts which was found to be minimal. However, moisture effects in the timber posts must be monitored regularly. Due to safe access, drilling was only undertaken near the top of the posts. It is likely that the presence of soil and vegetation may have resulted in some moisture damage at the base of the posts, however this could not be safely inspected.

The eastern side of posts on the boardwalk are also resisting lateral load from the uncontrolled fill and timber sleepers that has been pushed over by the uphill land owner. The posts are not designed to resist the lateral loads from soil. Hence, both timber sleepers and uncontrolled fill must be removed to at least 200mm behind the posts and at a safe angle to prevent the soil from loading the boardwalk posts again. Detailed geotechnical advice shall be sought with respect to the removal of such fill and the potential for disturbance to the footings, including advice with respect to the cliff stabilisation and erosion protection whilst vegetation re-establishes.

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We have assessed the boardwalk superstructure based on 3 kPa live load rating with long term live load factor of 0.4 and j2 factor of 2.0 for long term deflection considerations. Based on our assessment the structural elements are sized adequately and have capacity to resist 3 kPa live loads.

The condition of timber elements has also been by drilling in spot holes to understand the effect of moisture ingress in the posts which was found to be minimal. However, moisture effects in the structural elements can be monitored by introducing a regular/periodic monitoring plan in place.

6.0 Recommended Further Actions

Generally, the timber structural features appeared in reasonable condition with a small number of discrete repairs that require attention as outlined below:

- ☞ Refer detailed recommendations outlined in Section 5.2 with respect to foundation re-use.
- ☞ Remove uncontrolled fill from behind the boardwalk so that there is at least 200mm clearance beneath the eastern side of the boardwalk. Detailed geotechnical advice shall be sought with respect to the removal of such fill, the potential for disturbance to the footings, including advice with respect slope stabilisation and erosion protection whilst vegetation re-establishes.
- ☞ Remove timber sleepers bearing against the boardwalk from eastern side of boardwalk.
- ☞ Geometry of the boardwalk (including width and height) must be maintained as per the existing layout regardless of the replacement options given below.
- ☞ Regardless of the design approach, it is recommended to have a monitoring and maintenance plan in place. Regular inspections will help to monitor condition of the structure, footings and the surrounding slope. Refer detailed recommendations outlined in Section 5.2.
- ☞ Boardwalk structure is recommended to be closed until re-assessment is completed following any potential disturbance event as defined in section 5.2.

The above recommendations must be met prior to commencing the replacement/repair of structural elements of boardwalk with the below options defined in Sections 6.1 through 6.3.

CWT 0013 – Nungamoora Street Boardwalk

6.1 Repair/Replacement Works to Existing using Timber elements – Option 1

This option outlines the methodology to repair/replace the existing boardwalk members keeping the width and height of boardwalk the same as existing, replacing like for like elements. Below are the works that will need to be undertaken:

- ☞ Following removal of all decking, undertake a full structural inspection to confirm that all non-visible structural elements are in sound condition and to inspect all structural connections in elements to be retained.
- ☞ Replace all deck-boards with 140x35 members.
- ☞ Replace all existing posts to bearer connection bolts with M16 coach bolts with washer plates both sides.
- ☞ Apply treatment to timber posts, with particular focus on improving moisture resistance of the base of the posts.
- ☞ Replace all the stair treads keeping the profile same as existing.
- ☞ All handrail to timber posts connections are required to be re-done using min 12g tek screws.

After the repair/replacement works outlined above are undertaken, the design life of the boardwalk structure can be increased to 10-15 years with load rating of 3 kPa (300 kg/m²) [Note: load rating refers to the structure only. no warranty is provided with respect to the capacity of the existing footings].

The nominated design life of the boardwalk is based on the following assumptions:

- ☞ Boardwalk elements are only designed to resist gravity and wind loads.
- ☞ Existing footings are designed fit for purpose which will continue to perform as such for the originally designed structure.
- ☞ The nominated design life and load rating only refers to the boardwalk superstructure.
- ☞ This design assumes that all the liability for the ongoing performance of existing footings will necessarily be taken by council, including any associated risks with a potential landslide event.

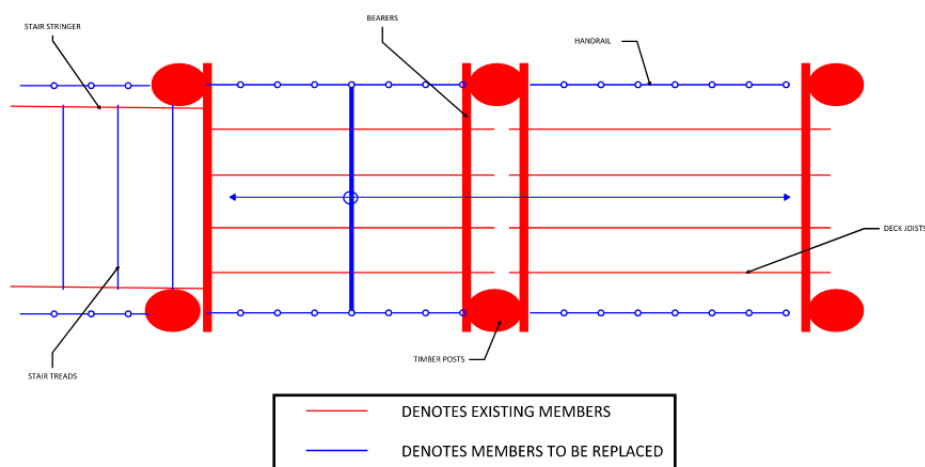
**OPTION - 1 TIMBER REPLACEMENT [NTS]**

Figure 8 Timber Replacement Option-1

CWT 0013 – Nungamoora Street Boardwalk

6.2 Replacement works using Fibre Reinforced Plastic elements – Option 2

This option outlines the methodology to replace the existing boardwalk members keeping the width and height of boardwalk same as existing. This option results in a structure that is similar in appearance above the decking to the adjacent new boardwalk structures, however retains existing timber bearers and joists. Below are the works that will need to be undertaken:

- ☞ Replace all the deck-boards with Treadwell F-MG30(20/20)M grating fixed to timber joists in accordance to manufacturer's specifications.
- ☞ Replace all existing posts to bearer connection bolts with M16 coach bolts with washer plates both sides.
- ☞ Apply treatment to timber posts, with particular focus on improving moisture resistance of the base of the posts.
- ☞ Replace all the stair treads with Treadwell treads fixed to stringers in accordance with manufacturer's specifications to match with the other parts of boardwalk.
- ☞ Replace all the balustrade members with 70x6 stainless plate fully welded frame to match with the other parts of boardwalk upgrade.
- ☞ All deck joists to bearer connections are to be re-visited & rectified to suit once the decking boards are removed.
- ☞ Remove the current handrail posts and replace it with hardwood stanchions to match with the other parts of the boardwalk. The timber post (which is essentially main supporting column of the boardwalk and also acts as handrail support) will need to be cut/chopped off just below the deck level and new hardwood stanchion post to be connected to the existing timber posts. Connection details for the same will be progressed in the design phase.

After the repair/replacement works outlined above are undertaken, the design life of the boardwalk structure can be increased to 10-15 years with load rating of 3 kPa (300 kg/m²) [Note: load rating refers to the structure only. no warranty is provided with respect to the capacity of the existing footings].

The nominated design life of the boardwalk is based on the following assumptions:

- ☞ Boardwalk elements are only designed to resist gravity and wind loads.
- ☞ Existing footings are designed fit for purpose which will continue to perform as such for the originally designed structure.
- ☞ The nominated design life and load rating only refers to the boardwalk superstructure.
- ☞ This design assumes that all the liability for the ongoing performance of existing footings will necessarily be taken by council, including any associated risks with a potential landslip event.

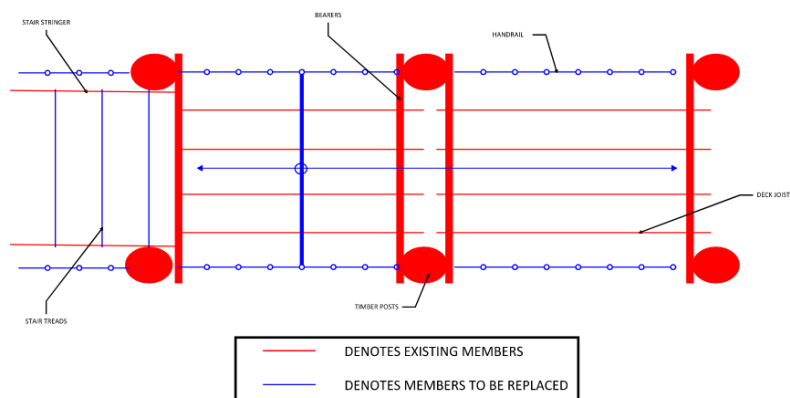
**OPTION - 2 TREADWELL REPLACEMENT [NTS]**

Figure 9 Treadwell Replacement Option-2

CWT 0013 – Nungamoora Street Boardwalk

6.3 Replacement works using Treadwell elements – Option 3

This option outlines the methodology to replace the existing boardwalk members keeping the width and height of boardwalk same as existing. This option includes full replacement of all bearers and joists, with retention only of columns and bracing elements. Below are the works that will need to be undertaken:

- ☞ Replace all the deck-boards with Treadwell F-MG30(20/20)M grating fixed to joists in accordance to manufacturer's specifications.
- ☞ Replace all existing posts to bearer connection bolts with M16 coach bolts with washer plates both sides.
- ☞ Apply treatment to timber posts, with particular focus on improving moisture resistance of the base of the posts.
- ☞ Replace all the stair treads with Treadwell treads fixed to stringers in accordance with manufacturer's specifications to match with the other parts of boardwalk.
- ☞ Replace all the balustrade members 70x6 stainless plate fully welded frame to match with the other parts of boardwalk upgrade.
- ☞ Replace all the bearers and joists with Treadwell members to match with the other parts of boardwalk.
- ☞ Replace stair stringers with Treadwell beams fixed to bearers in accordance with manufacturer's specifications.
- ☞ Remove the current handrail posts and replace it with hardwood stanchions to match with the other parts of the boardwalk. The timber post (which is essentially main supporting column of the boardwalk and also acts as handrail support) will need to be cut/chopped off just below the deck level and new hardwood stanchion post to be connected to the existing timber posts. Connection details for the same will be progressed in the design phase.

After the repair/replacement works outlined above are undertaken, the design life of the boardwalk structure can be increased to 10-15 years with load rating of 3 kPa (300 kg/m²) [Note: load rating refers to the structure only. no warranty is provided with respect to the capacity of the existing footings].

The nominated design life of the boardwalk is based on the following assumptions:

- ☞ Boardwalk elements are only designed to resist gravity and wind loads.
- ☞ Existing footings are designed fit for purpose which will continue to perform as such for the originally designed structure.
- ☞ The nominated design life and load rating only refers to the boardwalk superstructure.
- ☞ This design assumes that all the liability for the ongoing performance of existing footings will necessarily be taken by council, including any associated risks with a potential landslide event.

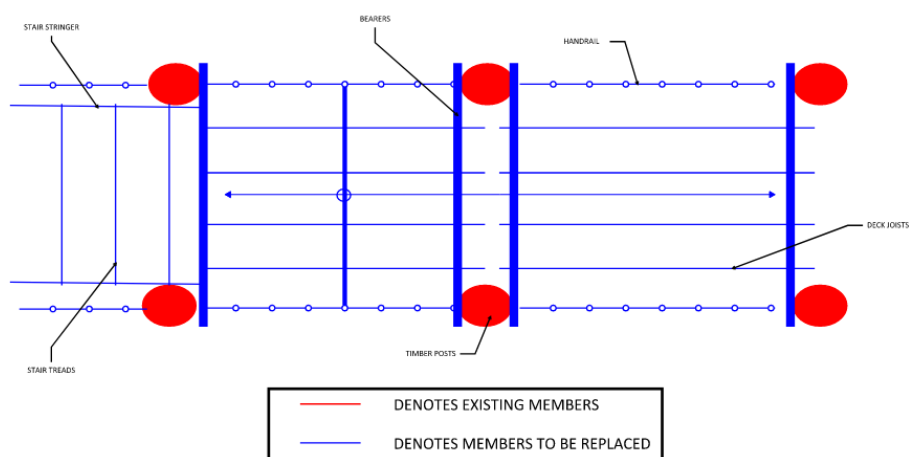
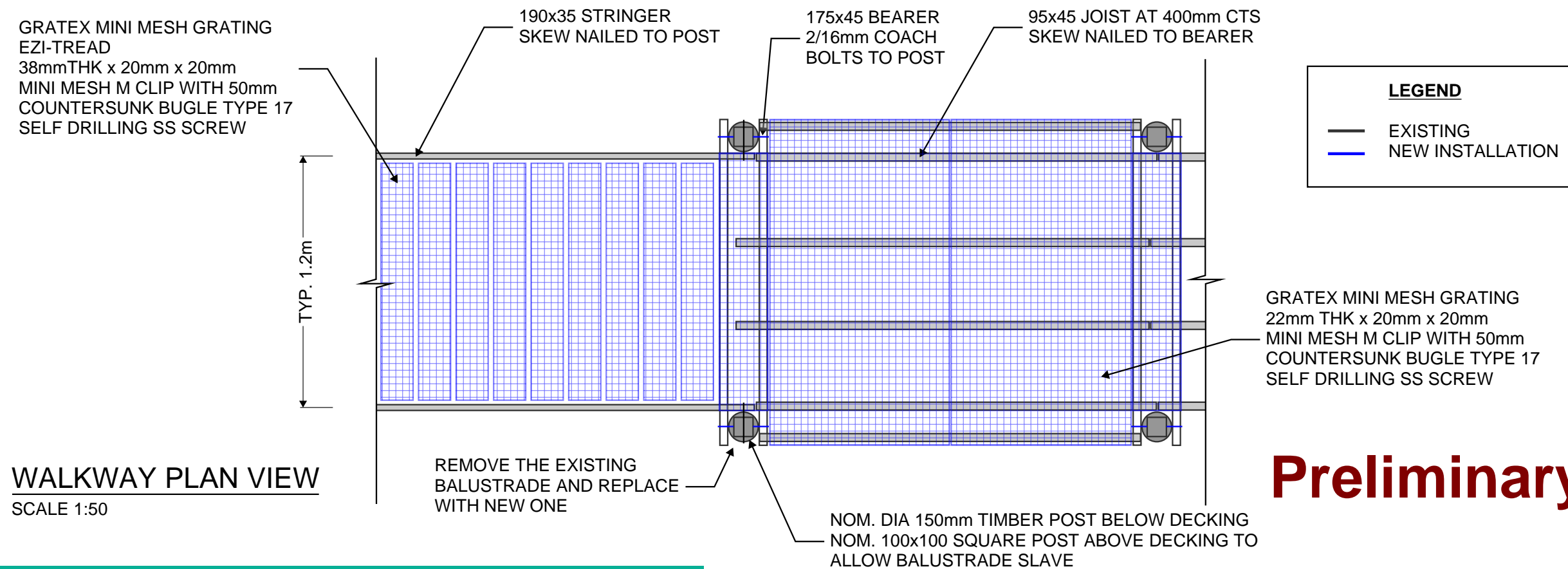
**OPTION - 3 TREADWELL REPLACEMENT [NTS]**

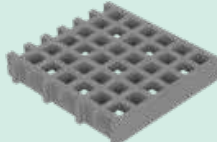
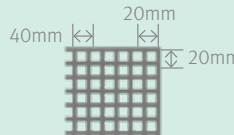
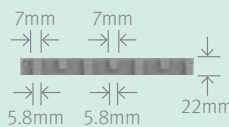


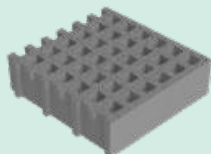
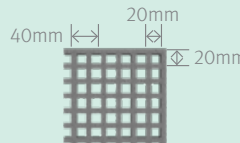
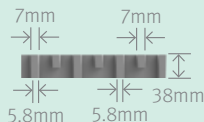





Figure 10 Treadwell Replacement Option-3





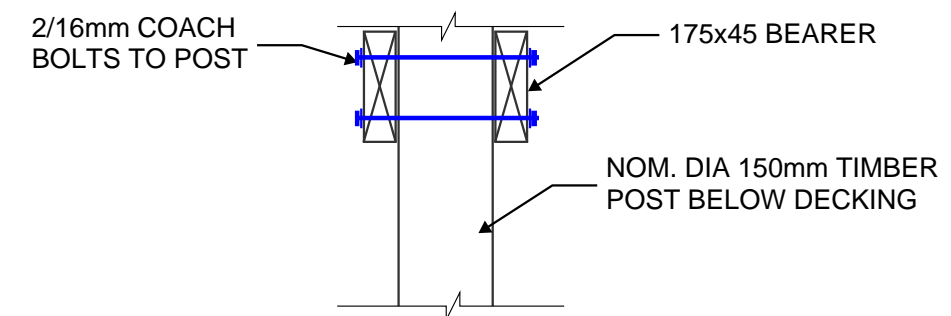
HEAD OFFICE:
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ADELAIDE SA 5000
1300 466 043
info@innovis.com.au
www.innovis.com.au





Preliminary

GTX-222020M1					
<p>Isometric View</p> 	<p>Plan View</p> 	<p>Elevation View</p> 	 		
GTX-382020M1					
<p>Isometric View</p> 	<p>Plan View</p> 	<p>Elevation View</p> 	 		
MINI MESH M	3D	PLAN	ELEVATION	FASTENING OPTIONS	
<p>Hole Diameter: 6mm (8mm for GTX-502525M1) Material type: 316 st/st Threaded hole: N/A</p>				5, 7	

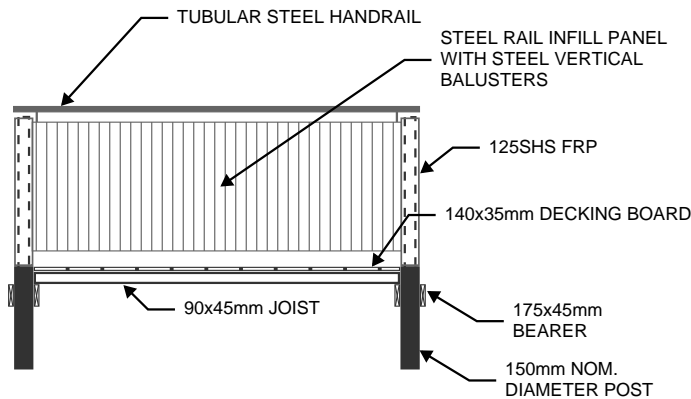
<p>7</p>  <p>FAS-SD-TX-G12-50-316 G12 x 50mm Hex. Top Head Type 17 Self Drilling Screw, 316 Grade Stainless Steel.</p>	
<p>10</p>  <p>FAS-SD-CT-G14-50-316 G14 x 50mm Countersunk Bugle Type 17 Self Drilling Screw, 316 Grade Stainless Steel.</p>	



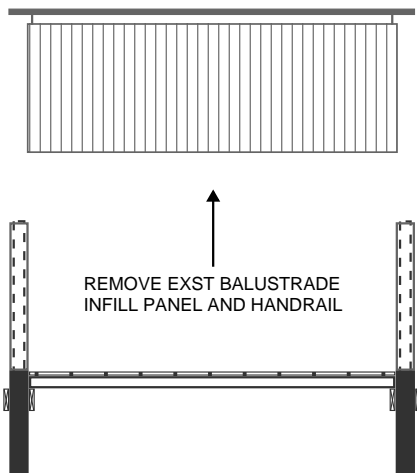
POST TO BEARER CONNECTION REPLACEMENT

<div>CLIENT:</div> <div>ASPECT Studios</div> <div>PRINT IN COLOUR: </div>	REV:	DATE:	DESCRIPTION:	IVR:	APR'D:	TITLE:	NAME:	<div>MARION COASTAL WALKWAY UPGRADE</div> <div>CWT0013</div> <div>HALLETT COVE, SA 5158</div> <div>BOARDWALK DETAILS</div>	<div><div>WWW.INNOVIS.COM.AU</div><div>INNOVIS</div><div>Agile Outcomes</div></div> <div><div>SCALE: N.T.S.</div><div>DATE: 10/10/2023</div><div>PHASE:</div><div>SHT SIZE: A3</div></div> <div><div>DRAWING NUMBER: J0439-STR-SKT-0070</div><div>REVISION: [A]</div></div>
	A	10/10/2023	ISSUED FOR COMMENT			DRAFTER	OY		
						DRAFTING CHECK			
						DESIGNER	AV		
						DESIGN CHECK	JA		
						PROJECT MANAGER	JA		

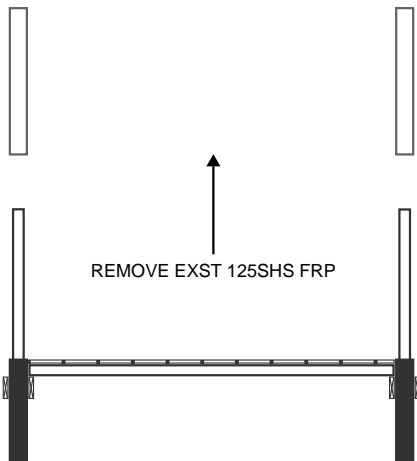
BALUSTRADE REPLACING METHODOLOGY



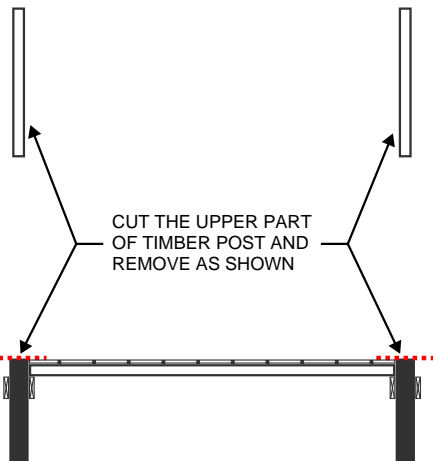
BEFORE REMOVAL OF CURRENT BALUSTRADE



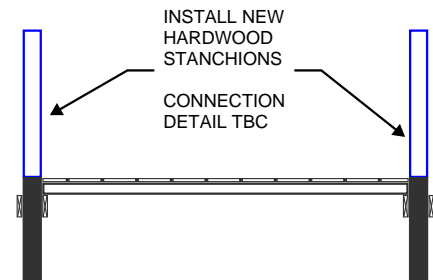
STEP 1. CURRENT BALUSTRADE PANEL AND HANDRAIL REMOVED



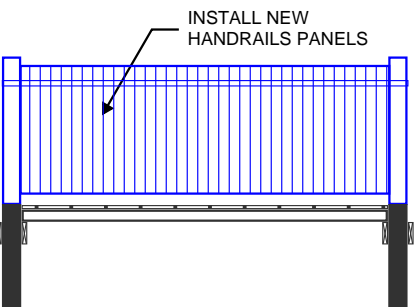
STEP 2. CURRENT 125SHS FRP REMOVED



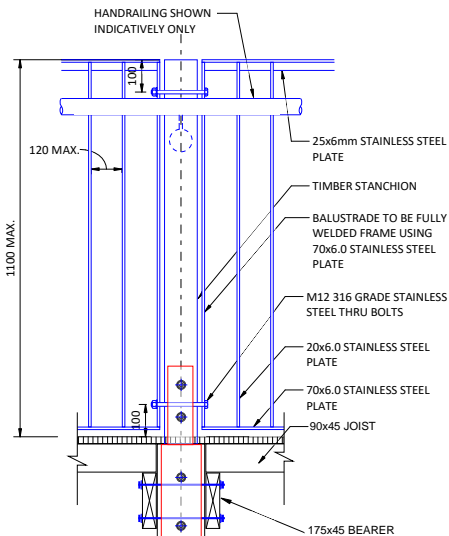
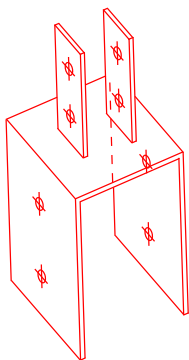
STEP 3. CURRENT UPPER PART OF TIMBER POST REMOVED



STEP 4. NEW HARDWOOD STANCHIONS INSTALLED





STEP 5. HANDRAIL PANELS INSTALLED BETWEEN NEW STANCHIONS



NEW HANDRAIL PANELS AND NEW STANCHIONS DETAILS

Preliminary

CLIENT:		REV:	DATE:	DESCRIPTION:	IVR:	APR'D:	TITLE:	NAME:	MARION COASTAL WALKWAY UPGRADE CWT0013 HALLETT COVE, SA 5158 BOARDWALK DETAILS				 <div>www.innovis.com.au</div> <div>INNOVIS</div> <div>Agile Outcomes</div>
<div>ASPECT Studios</div> <div>PRINT IN COLOUR: </div>		A	10/10/2023	ISSUED FOR COMMENT			DRAFTER	OY					
							DRAFTING CHECK						
							DESIGNER	AV					
							DESIGN CHECK	JA					
							PROJECT MANAGER	JA					
									SCALE: N.T.S.		DATE: 10/10/2023	PHASE:	SHT SIZE: A3
									DRAWING NUMBER: J0439-STR-SKT-0071		REVISION: [A]		

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12.6 Finance Report – September 2023

Report Reference	GC230822R12.6
Originating Officer	Assistant Financial Accountant – Melissa Virgin
Corporate Manager	Chief Financial Officer – Ray Barnwell
General Manager	General Manager Corporate Services - Angela Allison

REPORT OBJECTIVE

This report provides Council with information relating to the management of financial resources under its control as of September 2023. This report is one of a series of reports designed to assist Council in achieving and maintaining a financially sustainable position. Other reports assisting in this process include the Quarterly Budget Reviews and the Long-Term Financial Plan.

This report includes financial information regarding major projects. The principles used for the assessment of reportable projects are:

- Council has agreed to proceed with the project and approved a Prudential Report under Section 48 of the *Local Government Act* 1999.
- The Whole-of-Life Cost is greater than \$5.4 million dollars (including grant assisted projects).

RECOMMENDATION

That Council:

1. **Receives the report “Finance Report – September 2023”**

DISCUSSION

This report is presented on a regular basis to provide Council Members with key financial information to assist in monitoring Council’s financial performance against budget.

ATTACHMENTS

1. finance Report September Appendix 1 pts 1 2 3 [**12.6.1** - 3 pages]
2. Finance Report September Appendix 2 pts 1 2 [**12.6.2** - 8 pages]
3. Finance Report September Appendix 3 pts 1 2 [**12.6.3** - 2 pages]

APPENDIX 1

Funding Statement – Actual versus Budget

The Funding Statement provides a view of Council's financial performance against the approved budget and is consistent with the information provided at budget reviews. It provides a review against all of the elements contained within the Statement of Comprehensive Income and the Statement of Financial Position that are adopted as part of the Annual Budget Report. It details Council's:

Statement of Comprehensive Income -

The operating result is recognised as one of Council's key financial indicators. The budget framework includes a commitment to its ongoing Financial Sustainability maintaining an Operating Surplus Ratio of between 0% and 10%, on average over each five-year period, which for 2023-24 means a targeted operating surplus of between \$0 and \$10.482m.

Comment: Council currently has a net operating surplus result of \$0.447m before capital revenues, against a year to date forecast operating deficit budget of \$0.311m. The 2023-24 annual budget forecasts a net cash surplus of \$0.080m. This position is detailed in the attached Funding Statement and variation notes.

**Capital Budget -
\$50.706m**

The Capital Budget is linked to Council's key financial indicator – "Asset Renewal Funding Ratio" and an actual to budget comparison reflects Council's progress in achieving its Capital program.

Comment: The actual to budget position reveals that the year to date Capital Renewal Budget is on track to be spent. The higher than forecast spend relates to a number of minor budget timing variances.

Loans -

The loans component of the Funding Statement identifies any new proposed loan receipts or principal payments. Council's borrowings are included in Council's key financial indicator – "Net Financial Liabilities" which reflects Council's total indebtedness.

Comment: \$18.000m of new borrowings and \$0.929m of principal repayment are budgeted for 2023-24, meaning that the overall loan liability balance is forecast to increase by \$17.071m to \$19.758m by 30 June 2024. To date this loan has not been required.

Cash will be utilised to fund expenditure within the context of Treasury Management to ensure loans are not drawn down where temporary cash holdings are available.

Reserves & Cash -

Various fund movements such as surplus budget review results, unspent grants and carryover projects at year end are reflected as transfers to reserves, whilst utilisation of reserve funds are recognised as transfers from reserves.

The net budgeted transfer from reserves for 2023-24 is \$5.497m

The 2023-24 annual budget forecasts a net cash surplus of \$0.080m.

**Funding Statement
as at 30 September 2023**

Original Adopted Budget \$'000	YTD Actual \$'000	YTD Budget \$'000	YTD Variance \$'000		Annual Budget \$'000	Note
Operating Revenue						
89,437 Rates	22,160	22,143	17	F	89,437	
2,551 Statutory Charges	711	777	(66)	U	2,551	
3,325 User Charges	733	619	113	F	3,325	A
6,935 Operating Grants & Subsidies	2,051	573	1,479	F	6,935	B
425 Investment Income	157	33	123	F	425	C
1,081 Reimbursements	210	109	101	F	1,081	D
701 Other Revenues	242	10	232	F	701	E
365 Net gain - Equity Accounted Investments	-	-	-	-	365	
104,821	26,264	24,265	1,999	F	104,821	
Operating Expenses						
44,064 Employee Costs	10,603	10,293	(311)	U	44,064	F
27,477 Contractual Services	7,207	6,042	(1,165)	U	27,477	G
6,994 Materials	1,150	1,574	424	F	6,994	H
151 Finance Charges	-	-	-	-	151	
18,100 Depreciation	4,525	4,525	-	-	18,100	
7,670 Other Expenses	2,332	2,143	(189)	U	7,670	I
104,456	25,817	24,576	(1,241)	U	104,456	
365 Operating Surplus/(Deficit) before Capital Revenues	447	(311)	758	F	365	
Capital Revenue						
10,119 Capital Grants & Subsidies	5,495	4,465	1,030	F	10,119	J
- Contributed Assets	-	-	-	-	-	
10,119	5,495	4,465	1,030	F	10,119	
10,483 Net Surplus/(Deficit) resulting from operations	5,942	4,154	1,788	F	10,483	
18,100 add Depreciation	4,525	4,525	-		18,100	
(365) less Share of Profit Equity Accounted Investments	-	-	-		(365)	
28,219 Funding available for Capital Investment	10,467	8,679	1,791	F	28,219	
Capital						
11,468 less Capital Expenditure - Renewal	4,183	1,677	(2,505)	U	11,468	K
39,238 less Capital Expenditure - New	1,456	4,980	3,524	F	39,238	L
- less Capital - Contributed assets	-	-	-	-	-	
- add Proceeds from Sale of Assets	(14)	(80)	(66)	U	-	
(22,487) Net funding increase/(decrease)	4,843	2,101	2,742	F	(22,487)	
Funded by						
Loans						
18,000 Loan Principal Receipts (Net)	-	-	-		18,000	
(929) Loan Principal Repayments	-	-	-		(929)	
17,071 Loan Funding (Net)	-	-	-		17,071	
Movement in level of cash, investments and accruals						
80 Cash Surplus/(Deficit) funding requirements	10,340	7,598	2,742		80	
(5,497) Reserves Net - Transfer to/(Transfer from)	(5,497)	(5,497)	-		(5,497)	
(5,417) Cash/Investments/Accruals Funding	4,843	2,101	2,742		(5,417)	
22,487 Funding Transactions	(4,843)	(2,101)	(2,742)	F	22,487	M

Variation Notes

A	User Charges	Favourable \$113k	Predominately reflects budget-timing with regards to rental income.
B	Operating Grants & Subsidies	Favourable \$1,479k	Predominantly reflects the receipt in 2023/24 of the following unbudgeted grants commission funding: (i) Supplementary Road Funding (\$482k) (ii) Special Local Road Funding (\$348k) for Alawoona Avenue Additional CHSP funding (\$150k) has also been received in Q1.
C	Investment Income	Favourable \$123k	Reflects investment income being greater than anticipated.
D	Reimbursements	Favourable \$101k	Predominantly reflects budget-timing variances which are individually insignificant.
E	Other Revenue	Favourable \$232k	Predominantly reflects budget-timing variances which are individually insignificant.
F	Employee Costs	Unfavourable \$311k	Employee costs are on track, the variance reflects budget-timing.
G	Contractors	Unfavourable \$1,165k	Predominately reflects the payment of IT licenses in advance (\$692k), Street tree planting (\$341k) ahead of schedule and a number of other variances which are individually insignificant.
H	Materials	Favourable \$424k	Relates to budget-timing variances with regards to Street tree planting (\$89k), Water (\$87k) a number of other variances which are individually insignificant.
I	Other Expenses	Unfavourable \$189k	Relates to budget-timing variances with regards to the payment of Insurance Premiums.
J	Capital Grants & Subsidies	Favourable \$1,030k	Reflects budget-timing with regards to a number of grants received in 2022/23 which have been brought into this year.
K	Capital Expenditure - Renewal	Unfavourable \$2,505k	Reflects actual expenditure with regards to projects carried over from 2022/23 where budgets are not yet loaded. Budgets will be loaded as part of budget review 1.
L	Capital Expenditure - New	Favourable \$3,524k	Reflects budget timing with regards to Cove Sports Upgrade (\$1,475k), Marion Water Business (\$527k), Marino Hall Upgrade (\$377k), Coastal Walkway Bridges (\$250k), Boatshed Café Upgrade (\$221k), Oaklands Wetland Bore (\$163k), Raglan Avenue Streetscapes (\$138k), Alawoona Avenue Streetscapes (\$138k) and a number of variances which are individually insignificant.
M	Funding Transactions	Favourable \$2,741k	This variance is the sum total of all variances and reflects an increase against council's expected YTD cash position.

The above comments referring to budget timing variations are where some monthly budget estimates are not reflective of the actual expenditure patterns as at the reporting date.

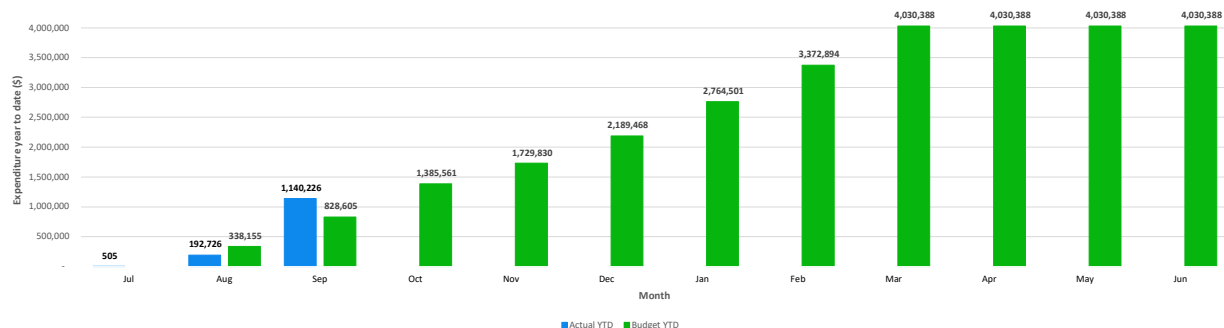
Funding Transactions

This variance is the sum total of all variances and reflects an increase against council's expected YTD cash position.

Road Reseal

Monthly Comment

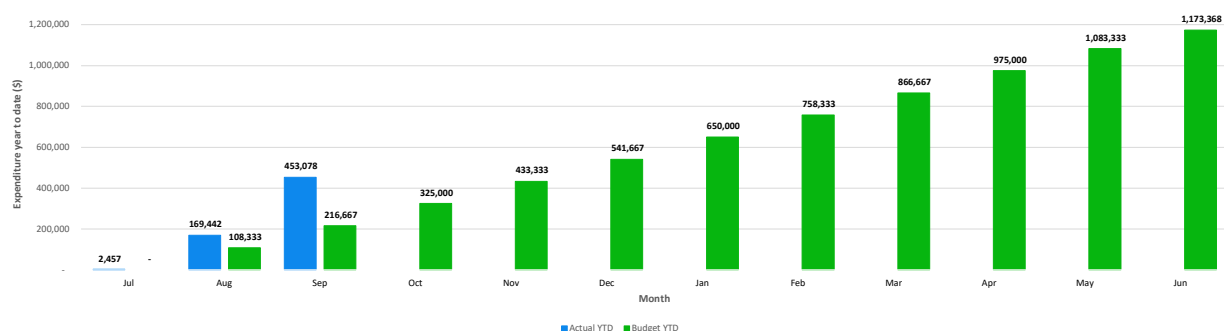
Program in progress and tracking ahead of schedule with 47 of the 65 programmed projects complete.



Kerb and Water Table

Monthly Comment

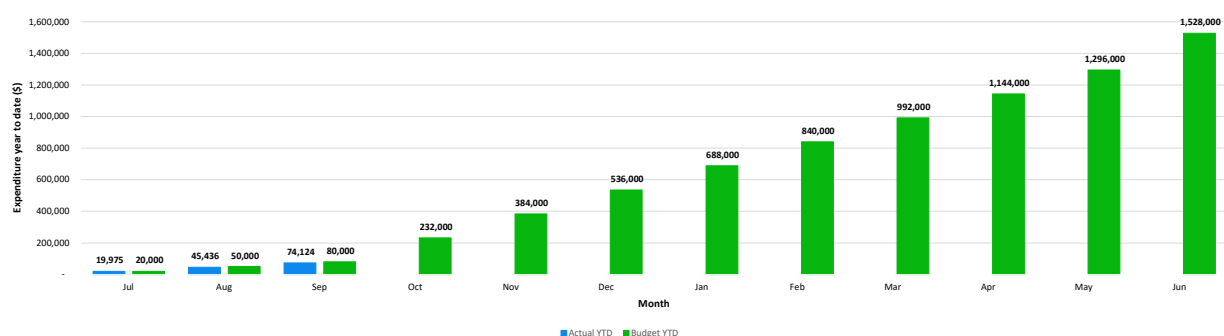
Kerb and Water Table program is in progress and tracking ahead of schedule with 70% complete. The Kerb Ramp program is in progress with 24 Ramps complete.



New Footpath Construction

Monthly Comment

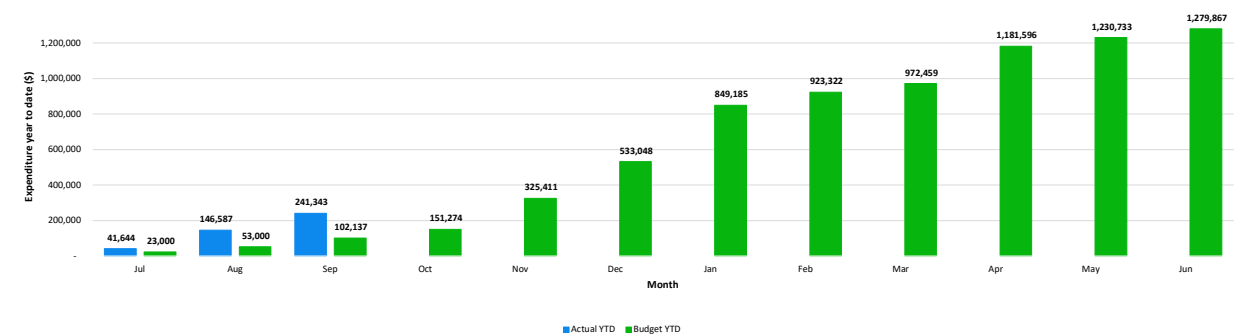
Program in progress with works 15% complete.



Renewal Footpath Construction

Monthly Comment

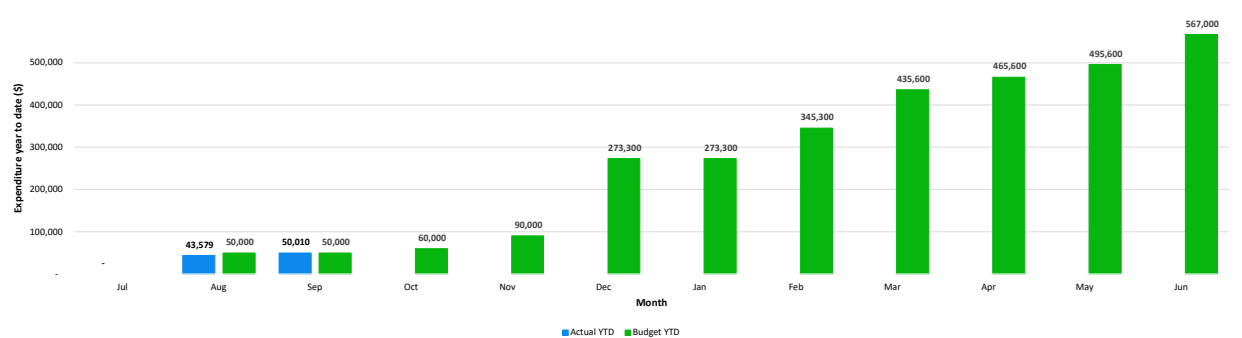
Program in progress with works 42% complete.



Transport

Monthly Comment

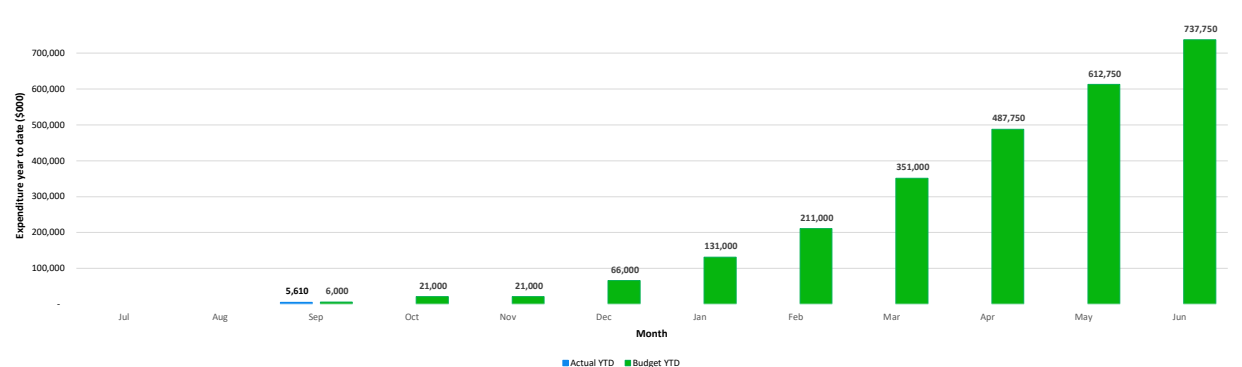
Program in progress with two traffic signals complete. Works on Bradley Grove Roundabout is anticipated to commence in October. The remainder of the projects in this program are in the preliminary stages.



Car Parks

Monthly Comment

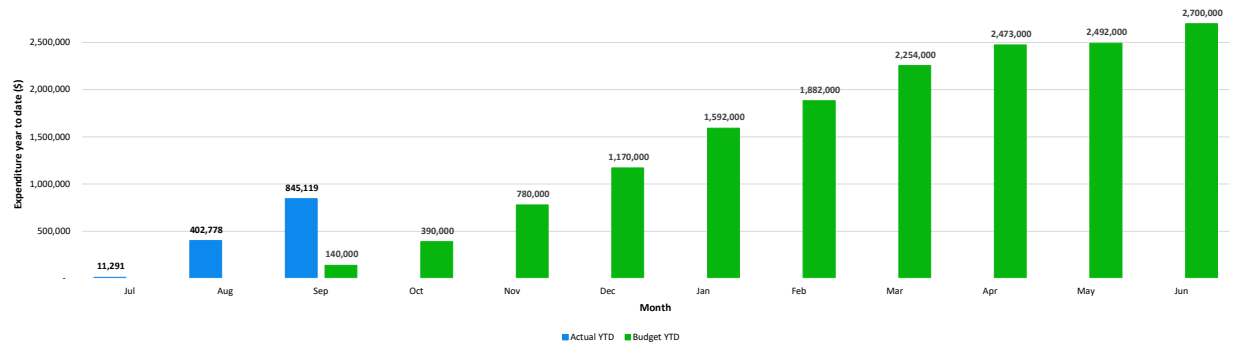
Program in progress with Plympton Park Oval complete. The remainder of the projects in this program are in the design phase.



Drainage

Monthly Comment

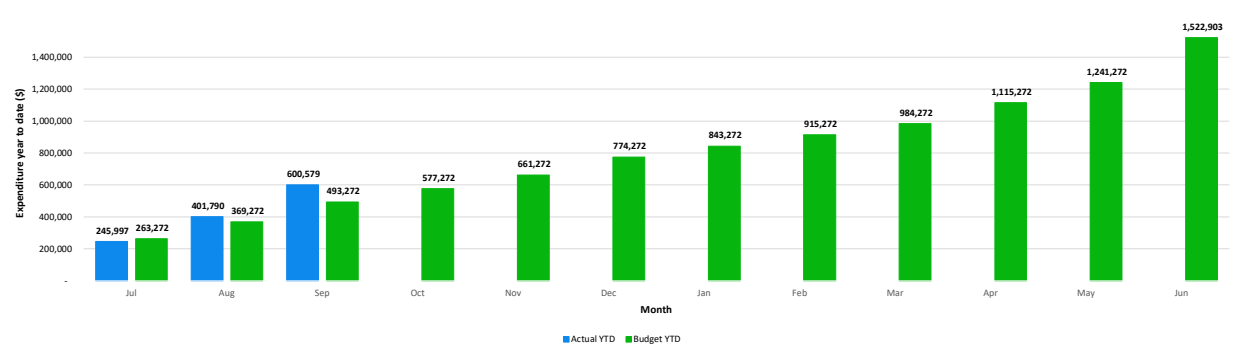
Program has commenced and is ahead of schedule with works in progress on Rotorua Avenue, Bowaka Street and George Court. Preliminary works have commenced for Calum Grove, Second Street, Forrest Avenue and Bowden Avenue and Coolah Terrace.



Street Trees

Monthly Comment

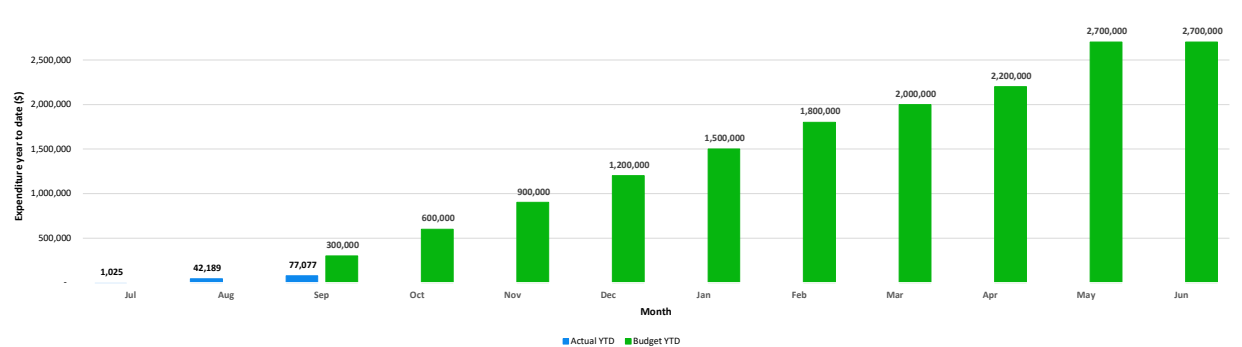
Program has commenced with 3,211 trees from the Tree Planting Program complete. Planting will recommence on the Advanced Tree Planting Program and Street Tree Program in May.



Streetscapes

Monthly Comment

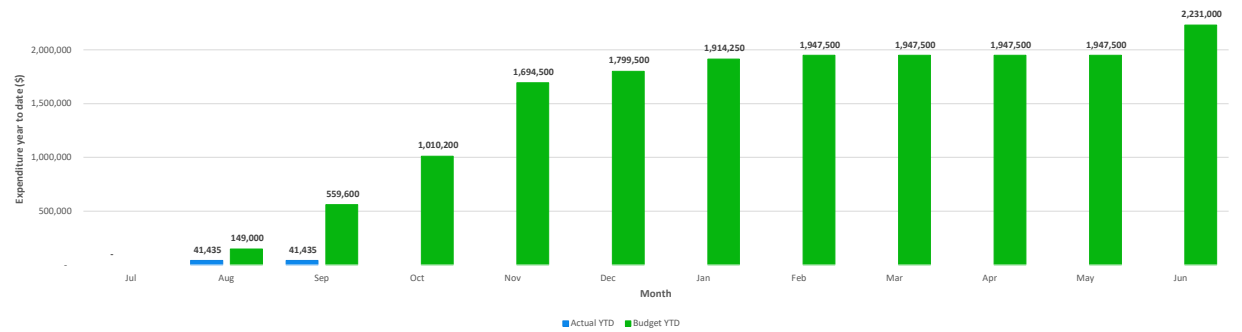
Designs for Alawoona Avenue are complete, this project is currently out to tender. Designs for Raglan Avenue are in progress.



Wetlands

Monthly Comment

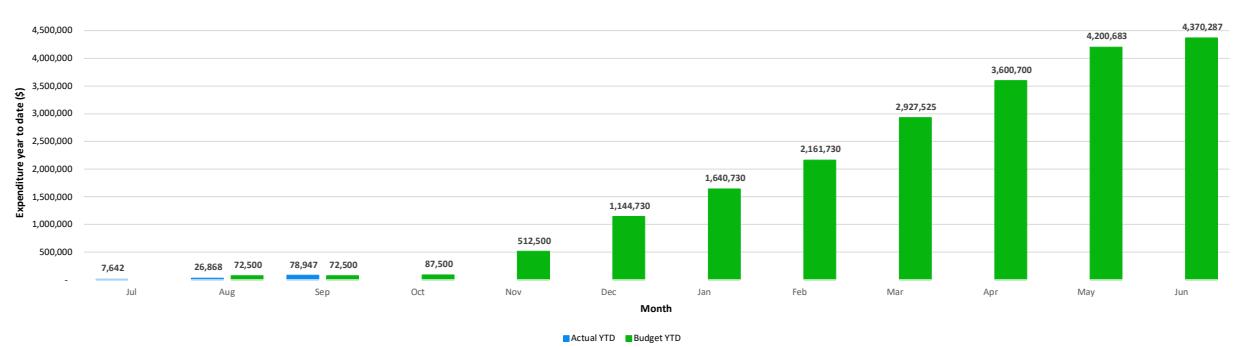
Works have been scoped for Field River, Sturt River and Waterfall Creek, South Road, Charles Street and Bradley Grove. Works on South Road Detention Basin, Waterfall Creek and Sturt River are anticipated to commence in March. Works on Oaklands Wetland Distribution Pump is anticipated to be complete in January.



Open Space Developments

Monthly Comment

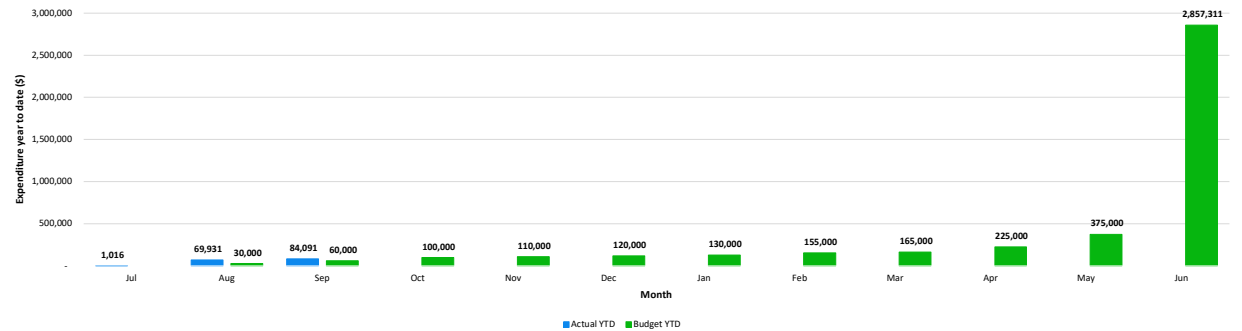
A number of projects in this program are in the planning, detailed design or tender stage.



Sports Facilities and Courts

Monthly Comment

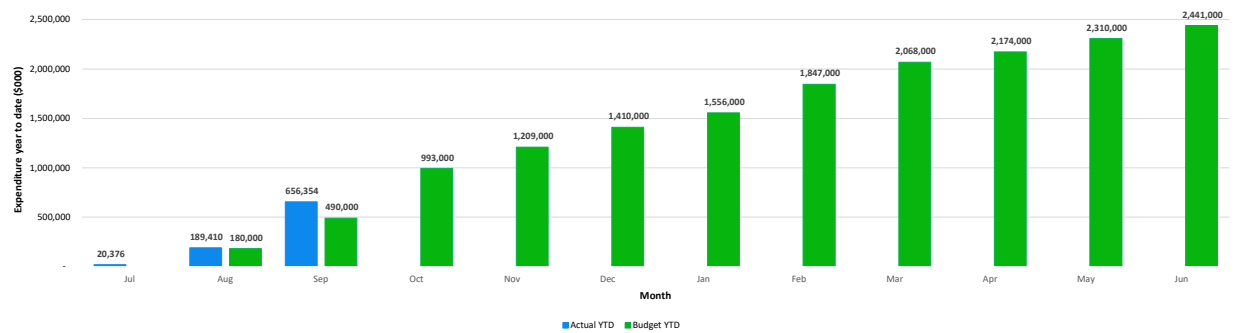
Design for Seaclyff Golf Park is nearing completion and is anticipated to go out to tender in October/November. A concept design has been endorsed for the Warradale Tennis Club, this project will now progress to detailed design. The construction timeline for Seaclyff Golf Park and Warradale Tennis has been retimed with majority of construction occurring in 2024/25. The updated timeline will be reflected in budget review 1.



Building Upgrades

Monthly Comment

Program in progress with Marion Outdoor Pool Boiler and Switchboard, Coach House, Marion Cultural Centre Air Conditioner, RSL Fence and Tarnham Road Reserve Mural complete. Works on Marion Admin Fit-Out Stage 1 Warriparinga Bridge and The Boatshed Café are in progress. The higher than forecast expenditure represents actual spend for projects carried over from 2022/23 with budget to be loaded as part of budget review 1.



Marino Hall Upgrade

	2023-24 Actual YTD	2023-24 Budget	Project Cost At Completion
Income			
State Government Grant Contribution	-	-	500,000
Commonwealth Government Grant Contribution	-	3,000,000	3,000,000
Total Income	-	3,000,000	3,500,000
Expenditure			
Operating	-	-	-
Capital Construction	(22,263)	(6,535,000)	(6,835,000)
Total Expenditure	(22,263)	(6,535,000)	(6,835,000)
Project Result Surplus/(Deficit)	(22,263)	(3,535,000)	(3,335,000)

The remaining \$3.335m of project funding required will be funded by Council.

Council have received the State Governments contribution to this project.

Coastal Walkway

	2023-24 Actual YTD	2023-24 Budget	Project Cost At Completion
Income			
State Government Grant Contribution	-	-	2,440,604
Total Income	-	-	2,440,604
Expenditure			
Operating	-	-	-
Capital Construction	(1,103,333)	(1,005,000)	(10,456,000)
Total Expenditure	(1,103,333)	(1,005,000)	(10,456,000)
Project Result Surplus/(Deficit)	(1,103,333)	(1,005,000)	(8,015,396)

The remaining \$8.015m of project funding required will be funded by Council.

Council have received the State Governments contribution to this project.

Cove Sports Netball and Lower Oval Upgrade

	2023-24 Actual YTD	2023-24 Budget	Project Cost At Completion
Income			
State Government Grant Contribution	-	-	2,500,000
Total Income	-	-	2,500,000
Expenditure			
Operating	-	-	-
Capital Construction	(202,333)	(6,720,000)	(7,220,000)
Total Expenditure	(202,333)	(6,720,000)	(7,220,000)
Project Result Surplus/(Deficit)	(202,333)	(6,720,000)	(4,720,000)

The remaining \$4.720m of project funding required will be funded by Council.

Council have received the State Governments contribution to this project.

Sundry Debtors Report - Ageing report as at 30 September 2023

Appendix 3

Debtor	Total Balance	Current	30 Days	60 Days	90 Days	90+ Days	Percentage of total 90+ day balance	Comments for 90+ Day balances
General Total	11,485.66	4,880.66	.00	.00	.00	6,605.00	4%	Made up of 1 out of 6 debtors. This account is being worked through with the debt collectors.
Neighbourhood Centres Total	6,102.00	4,972.75	322.50	276.00	138.75	392.00	0%	Made up of 3 out of 28 debtors. One account totalling \$14.00 has subsequently been settled in October.
Regulatory Services Land Clearing Total	4,105.50	.00	.00	.00	.00	4,105.50	3%	Made up of 1 debtor, this account is on a payment plan.
City Property - Leased Facilities Total	347,884.02	162,002.27	56,044.93	3,052.85	10,085.66	116,698.31	74%	Made up of 5 out of 38 debtors. One account totalling \$43,000.62 is being worked through with the debt collector. Four accounts totalling \$73,697.69 are on a payment plans.
City Property - Sporting Facilities Total	3,837.80	1,664.80	.00	2,173.00	.00	.00		
Civil Services Private Works Total	43,011.00	19,225.00	.00	4,950.00	4,040.00	14,796.00	9%	Made up of 9 out of 23 debtors in this category with five accounts totalling \$10,590.00 relating to works not commenced, awaiting payment. Three accounts totalling \$3,910.00 are on payment plans. One account totalling \$296.00 has subsequently been settled in October.
Swim Centre Debtors Total	3,327.00	.00	.00	.00	.00	3,327.00	2%	Made up of 3 debtors in this category, with one totalling \$3,195.00.
Grants & Subsidies Total	1,629,821.65	1,629,821.65	.00	.00	.00	.00	0%	
Environmental Health Inspections Total	26,320.00	6,495.00	1,445.00	5,468.20	424.80	12,487.00	8%	Made up of 67 out of 129 debtors, with none individually significant. Two accounts totalling \$265.00 have subsequently been settled in October.
Marion Cultural Centre Total	5,044.70	2,471.50	2,293.20	100.00	180.00	.00	0%	
Local Government Total	19,540.34	19,540.34	.00	.00	.00	.00	0%	
City Activation Total	67,100.00	67,100.00	.00	.00	.00	.00	0%	
Total	2,167,579.67	1,918,173.97	60,105.63	16,020.05	14,869.21	158,410.81		
Total Aging Profile		88%	3%	1%	1%	7%		

Category	Description
Employees	Anything that relates to CoM employees.
General	Anything that does not fit into one of the below categories.
Neighbourhood Centres	For hire of rooms in Neighbourhood Centres, etc. - usually charged out at an hourly rate. Also includes cultural workshops and tours.
Regulatory Services Land Clearing	When council has had to clear land due to non-compliance of owner.
Sporting Clubs & Other Leases	Rent, electricity, water, maintenance, etc. charged out to lessees.
Civil Services Private Works	Repairs or modifications to infrastructure (footpaths, kerbs, driveway inverts). Can be at resident request.
Swim Centre Debtors	Outdoor Swimming Centre - used for lane hire, school visits, etc.
Grants & Subsidies	Government grants and subsidies.
Environmental Health Inspections	Food Inspection fees.
Regulatory Services Other	Vehicle Impoundment fees and other regulatory services.
Supplier Refunds	Where a supplier owes the City of Marion funds. This category is used to keep track to ensure we have received payment for credits.
Development Services	Includes contribution from residents and/or developers for the removal and/or replacement of Council Street Trees and significant trees.
Living Kaurna Cultural Centre	Relates to programs run through the LKCC.
Environmental Health Testing	Environmental testing fees.
Local Government	Transactions with other Local Government corporations.
Communications	Anything related to communications.
Economic Development	Events, etc. relating to economic development within the City of Marion.
Marion Cultural Centre	Hiring of the Marion Cultural Centre.

*any category that does not have any outstanding invoices will not be displayed.

Rates Report - Collection of Rates to 30 September 2023

ANALYSIS OF OUTSTANDING RATES AS AT 30 SEPTEMBER 2023

	<u>Note</u>		% of Total Annual Rates
CURRENT	1	\$ 58,548,527	65.5%
OVERDUE	2	\$ 1,314,834	1.5%
ARREARS	3	\$ 2,175,276	2.4%
INTEREST	4	\$ 70,312	0.1%
POSTPONED	5	\$ 282,925	0.3%
LEGALS	6	\$ 18,173	0.0%
		\$ 62,410,047	69.8%
TOTAL ANNUAL RATES FOR 2023/24		\$ 89,451,687	

Note 1: Current

Current rates represent the total amount of rates levied in the current financial year that are not yet due for payment. For example at 1st January this represents Quarter 3 & Quarter 4 rates unpaid.

Note 2: Overdue

Overdue rates represent rates levied in the current financial year that remain unpaid past their due payment date. For example on 1st January, this represents rates from Quarter 1 and Quarter 2 that remain unpaid.

Note 3: Arrears

Rates in arrears represent rates and charges levied in previous financial years that remain unpaid .

Note 4: Interest

Interest represent the fines and interest applied to overdue rates and rates in arrears.

Note 5: Postponed

Postponed rates represent any rates amount due by seniors that have been granted a deferral, until the eventual sale of their property, as allowable under the Local Government Act. Interest is charged on these deferred rates and is recoverable when the property is sold.

Note 6: Legals

Legals represent any legal fees, court costs that have been incurred by Council in the collection of rates in the current financial year. These amounts represent costs that have been on-charged to the defaulting ratepayers and are currently outstanding.

13 Workshop / Presentation Items - Nil**14 Motions With Notice****14.1 Cooinda Neighbourhood Centre - request for acoustic improvements****Report Reference** GC231024M14.1**Council Member** Councillor – Raelene Telfer**MOTION**

“That a report come to General Council meeting of 28th February 2024 regarding Cooinda Neighbourhood Centre acoustic improvements to the hall. This report is to give an indication whether acoustic improvements to Cooinda Hall merit budgetary priority in the larger review of Neighbourhood Centre maintenance requirements for 2024/25.”

SUPPORTING INFORMATION

Merit in acoustic tiles for the ceiling of Cooinda Hall at a cost of \$11,000 approximately, excluding lighting and other fitting insertions, I quote Kerrie Polkinghorne

“ I am Choir Director of local community choir [Vocalize](#), which rehearses weekly at Cooinda Neighbourhood Centre. Formed in 2012, the choir has a growing membership of 95 singers, ranging from 25-80+ years of age. The choir promotes inclusion in rehearsals and performance - here are just a few demographics to paint a picture:

- 49% of singers are aged over 70, with 20% under 50
- 28% are living alone, with 49% socially isolated
- 15% are carers and approx 25% are living with disability or health condition, including one member who is legally blind and attends with her support worker, along with two members who have MS, two who use a walker, one in a wheelchair, and one who participates to ease the symptoms of ADHD.
- 55% of singers participate with the goal of maintaining health and wellbeing.

I spoke recently to Sarah Faulkner from Community Living Project (cc'd) who is lead of the Neighbourhood Circles Project, about the importance of a community group such as ours, and the significance of friendships, belonging and inclusion.

Since we moved venues to Cooinda earlier this year, we have enjoyed this space and working with the City of Marion. That said, we have had significant difficulties with the acoustics of the main hall. Due to a combination of engineering factors (parquet flooring, exposed beams), the sound is substantially reverberant. When I address the choir it has been very difficult for members to hear my words clearly, as the sound 'bounces' from wall to wall. I receive feedback on a weekly basis from members who were straining to hear clearly, or who missed instructions. This was not an issue in our previous venue which was carpeted.

We have trialled a number of solutions including rolling out mats and carpets, and using a microphone. Sadly this has not made enough difference to improve the issues and we are still struggling to achieve clarity of sound. I spoke to Marcus Palmer about the issues, and he suggested I investigate some solutions. I have engaged two local businesses to attend the centre and provide a sound diagnostic, along with a quote to fit out the space with acoustic paneling. The two companies, both with experience improving noise issues in community centres, attended the venue and provided quotes.”

...

These improvements will not only benefit our choir but every group that utilises the space, allowing better access for everyone to participate.

Thank you for your time. I am available to discuss further via email, phone or in person.

Yours Truly,

Kerrie Polkinghorne

Response Received From	Unit Manager Property Strategy and Delivery – Mark Hubbard
Corporate Manager	Manager City Property – Thuyen Vi-Alternetti
General Manager	General Manager City Development – Tony Lines

STAFF COMMENTS

Staff will investigate the costs to complete an acoustic treatment to the Cooinda Neighbourhood Centre and report the findings at the General Council meeting on 28 February 2024, including consideration of any other works that may be required in the neighbourhood centres in 2024/25.

14.2 Leave of Absence - Cr Lama**Report Reference** GC231024M14.2**Council Member** Councillor Lama**MOTION**

That Councillor Lama be granted leave of absence for the General Council Meeting to be held on 24 October 2023.

SUPPORTING INFORMATION

Nil.

Response Received From Unit Manager Governance and Council Support – Victoria Moritz

Corporate Manager N/A

General Manager Chief Executive Officer – Tony Harrison

STAFF COMMENTS

If Council grant a leave of absence this enables a Council Member to be absent from the specified Council Meeting/s or for a period of time without triggering consideration of the provisions of section 54(1)(d) of the Act relating to a Casual Vacancy.

During a leave of absence, a Council Member is still entitled to allowances and benefits as outlined in Section 76 of the Local Government Act 1999 and the Council Member Allowance and Benefit Policy.

15 Questions With Notice

15.1 1700 South Road O'Halloran Hill

Report Reference GC231024Q15.1

Council Member Mayor Hanna

QUESTIONS

1. What were the terms of the condition that to the driveway reconstructed prior to commencement of construction of houses, in relation to the development at 1700 South Road?
2. Why was the condition added?
3. When was the condition changed, how was it changed and why was the original condition removed?
4. Did the letters written by Mayor Hanna to Thompson MP in June and July 2023 give full disclosure of facts relevant to her queries?
5. Was it accurate for the Mayor to say publicly on X September 2023, "what developer can build different elements of the development in the order, they wish" ?
6. When was the Mayor first advised of the abovementioned condition of planning approval i.e. regarding the completion deadline for the driveway?
7. After the condition of planning approval was changed to allow construction of the driveway within 24 months of approval, why was this new deadline not enforced? Provide details of communications to the developer or builder insisting on completion of the driveway.
8. Please attach correspondence relevant to the request and granting of the abovementioned change of condition.
9. Did Council development staff meet with any representative of the developer or builder in February-March (inclusive) 2023? If so, please attach notes of the meeting.

SUPPORTING INFORMATION

Nil

Response Received From	Manager Development & Regulatory Services – Warwick Deller-Coombs
Corporate Manager	N/A
General Manager	General Manager City Development – Tony Lines

STAFF COMMENTS

1. What were the terms of the condition that to the driveway reconstructed prior to commencement of construction of houses, in relation to the development at 1700 South Road?

- Development application 2013_1385 was initially approved on 23/7/2015 with a condition of approval that required the driveway to be completed prior to the land titles being issued (pursuant to Section 51 of the Development Act 1993). Specifically Condition 3 stated:

"(3) Construction of the front fence, common driveway, retaining walls and landscaping (of common land - trees and ground covers adjacent common driveway and front fence) shall be constructed, installed and completed prior to the Council advising the Development Assessment Commission that it has no objection to the issue of a certificate pursuant to Section 51 of the Development Act."

2. Why was the condition added?

- Following an initial refusal of the Planning Consent by Council and subsequent ERD Court process, the condition was added in 2015 to alleviate concerns that future residents could be left with an incomplete driveway.

3. When was the condition changed, how was it changed and why was the original condition removed?

- In 2016/17 the developer initiated discussions with Council staff to alter the condition to allow clearance for the titles on the proviso that the driveway would be completed within a specified timeframe.

- Specifically, the negotiated condition stated:

"(5) Construction of the front fence, common driveway over land marked C/D and D, retaining walls and landscaping (of common land - trees and ground covers adjacent common driveway and front fence) shall be constructed, installed and completed within 24 months from the date of approval."

- The request was made by the developer for two reasons:

1. To avoid damage to driveway infrastructure during construction of the dwellings.
2. The developer also informed Council that while nine dwellings were under contract (at the time), customers would be unable to secure home loans from financial institutions without the titles being released (i.e. Section 51 Clearance). Releasing the titles would allow cashflow to contribute to the continuation of the project.

- Following delays by the developer, the condition was changed in January 2020.
- Before accepting the changed condition, Council ensured that the driveway was trafficable and stormwater pipes and kerbing had been installed. This gave Council confidence that the dwellings could be completed on schedule.

4. Did the letters written by Mayor Hanna to Thompson MP in June and July 2023 give full disclosure of facts relevant to her queries?

- The responses drafted by staff and subsequently provided by the Mayor to MP Erin Thompson were relevant and accurate responses to all of the questions MP Erin Thompson asked.

5. Was it accurate for the Mayor to say publicly on X September 2023, "what developer can build different elements of the development in the order, they wish"?

- Staff have not been able to find the above statement in audio and written transcripts of what was said publicly by the Mayor.
 - If the question is referring a comment made by the Mayor on 5 September 2023 (as per transcript on 5AA radio): “It’s up to the builder to actually do the job and finish it”, this is an accurate and appropriate statement.
6. When was the Mayor first advised of the abovementioned condition of planning approval i.e. regarding the completion deadline for the driveway?
- The focus of the initial investigations in February/March 2023 was on the status of the homes and future residents as well as providing assistance to Consumer and Business Services who were leading the investigation into the developer.
 - Specific details of the historical change in driveway development condition were provided in September 2023.
 - It should be noted that:
 - the completion (or otherwise) of the driveway was not the fundamental issue with the project failure.
 - The driveway was serviceable, and homes were still able to be worked on, up until March/April 2023. The developer subsequently entered Administration in May 2023.
7. After the condition of planning approval was changed to allow construction of the driveway within 24 months of approval, why was this new deadline not enforced? Provide details of communications to the developer or builder insisting on completion of the driveway.
- Approval was granted on 31 January 2020, with the driveway conditioned to be completed within 24-months or by 31 January 2022. Whilst the driveway remained incomplete after 24-months (i.e. was yet to have final surface applied), at the time there was no sign to Council that builder was in financial trouble or any indication that enforcement was required.
 - During the Covid-19 Pandemic, well-documented interruptions to work, building supplies and building contractors were experienced resulting in delays to many building projects.
 - In early 2023, when Council was made aware of potential issues with the development, staff investigated enforcement options.
 - On 14 February 2023 Council wrote to the developer to advise we had become aware of the incomplete development and requested they complete the works (i.e. driveway) within 28 days or seek an extension of time by providing “... *written testimony as to why the development has not been completed, and sets out a commitment to complete development ...*”
 - On 22 February 2023, Council followed up with another email providing further specific advice on which applications had lapsed (i.e. land division application including driveway and childcare centre application) and which were still in time (dwelling applications). Staff again requested a response including “... *legitimate reasons as to why Felmeri have failed to meet the timeframes and include commitments around completing the various outstanding stages of development ...*”.
 - Council met with developers on 9 March 2023 and subsequently wrote again on 14 March 2023 further outlining Council’s concerns and indicating that while an extension of time of 12 months may be requested, that Council would only support a further 6-month extension.

- During this time, Council had legal advice that recommended condition 5 (as above) was ultra-vires and unenforceable, and furthermore given the substantial completion of works – that any enforcement action would be pursued against the community title owners (i.e. future residents).
 - Following the investigation, Council documented the failings of the Development Act, Community Titles Act and Building Indemnity Insurance processes.
 - To date, Council's advocacy has led to an announcements by the State Government that:
 - a. *The Building Indemnity Insurance process will be reviewed.*
 - b. *Amendments to be made to Practice Direction 12 giving relevant authorities the authority to impose conditions such as completion of driveways before allowing clearance of titles.*
8. Please attach correspondence relevant to the request and granting of the abovementioned change of condition.
- In summary, historical correspondence between MasterPlan (on behalf of the developer), the contracted surveyor, DPTI and Council staff outlined the process for a minor variation application which included a reduction in allotments from 23 to 20, changes to the above mentioned condition to enable practical completion of the dwelling prior to clearance, and to also organise the refund of the open space fund due to the reduction in the number of allotments being proposed in the variation application that was approved on 31 January 2020.
 - Correspondence is part of an operational working file and should not be released into the public realm.
 - This information can be confidentially shared with Council Members separately.
9. Did Council development staff meet with any representative of the developer or builder in February-March (inclusive) 2023? If so, please attach notes of the meeting.
- As described in Question 7, Council wrote to the developer advising of the incomplete work on 14 and 22 February 2023. Council met the developer on 9 March 2023 and subsequently wrote again on 14 March 2023 to discuss lapsed applications DA 2013_1385 & DA 2017_1481 and the possibility of legal action if the development was not completed.
 - Further to this, Council Building Inspectors inspected the site in March and April 2023 and wrote to the developer on 28 March 2023 highlighting non-compliances with the approved plans. This was followed up by Council on 14 April 2023 and 15 May 2023 with no response from the developer (these matters remain outstanding).
 - As above, correspondence is part of an operational working file and should not be released into the public realm. This information can be confidentially shared with Council Members separately.

15.2 Living Kurna Cultural Centre**Report Reference** GC231024Q15.2**Council Member** Mayor Hanna**QUESTION**

All other things being equal, what would have been the additional financial return to the City of Marion if the organisation leasing the Living Kurna Cultural Centre had not paid for staff to travel to New York and Europe?

SUPPORTING INFORMATION

Nil

Response Received From General Manager City Development – Tony Lines**Corporate Manager** N/A**General Manager** General Manager City Development – Tony Lines**STAFF COMMENTS**

Under the above scenario, and assuming that the money wasn't allocated elsewhere, then the additional financial return to the City of Marion would have been \$2,891.80.

16 Motions Without Notice

17 Questions Without Notice

18 Confidential Items

18.1 Cover Report - Unsolicited Proposal - Purchase of Council Property - Edwardstown

Report Reference	GC231024F18.1
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Mitchell
Corporate Manager	- N/A
General Manager	Chief Executive Officer - Tony Harrison

REASON FOR CONFIDENTIALITY

Local Government Act (SA) 1999 S 90 (2) 3

(b) information the disclosure of which (i) 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 (ii) would, on balance, be contrary to the public interest

RECOMMENDATION

That pursuant to Section 90(2) and (3)(b) of the Local Government Act 1999, the Council orders that all persons present, with the exception of the following persons: Chief Executive Officer, General Manager City Development, General Manager City Services, General Manager Corporate Services, Chief Financial Officer, Manager Office of the CEO, Manager City Activation, Unit Manager Governance and Council Support and Governance Officer, be excluded from the meeting as the Council receives and considers information relating to Purchase of Council Property - Edwardstown, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to the commercial information of a confidential nature of which could reasonably be expected to prejudice the commercial position of the person who supplied the information.

18.2 Cover Report - Code of Conduct Report - Recommendation to release

Report Reference	GC231024F18.2
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Mitchell
Corporate Manager	Manager Office of the Chief Executive - Kate McKenzie
General Manager	Chief Executive Officer - Tony Harrison

REASON FOR CONFIDENTIALITY***Local Government Act (SA) 1999 S 90 (2) 3***

(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)

RECOMMENDATION

That pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the Council orders that all persons present, with the exception of the following persons: Chief Executive Officer, Manager Office of the CEO, Unit Manager Governance and Council Support and Governance Officer, be excluded from the meeting as the Council receives and considers information relating to the release of a Code of Conduct report, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to a complaint concerning a previous member of Council.

18.3 Cover Report - Confirmation of Minutes of the Confidential Review and Selection Committee Meeting held on 10 October 2023

Report Reference	GC231024F18.3
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Mitchell
Corporate Manager	Manager Office of the Chief Executive - Kate McKenzie
General Manager	Chief Executive Officer - Tony Harrison

REASON FOR CONFIDENTIALITY***Local Government Act (SA) 1999 S 90 (2) 3***

(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)

RECOMMENDATION

That pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the Council orders that all persons present, with the exception of the following persons: Chief Executive Officer, General Manager City Development, General Manager City Services, General Manager Corporate Services, Chief Financial Officer, Manager Office of the CEO, Manager City Activation, Unit Manager Governance and Council Support and Governance Officer, be excluded from the meeting as the Council receives and considers information relating to Confirmation of Minutes of the Confidential Review and Selection Committee Meeting held on 10 October 2023, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to personal information of City of Marion staff.

18.4 Cover Report - CEO Performance and Remuneration Review

Report Reference	GC231024F18.4
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Mitchell
Corporate Manager	Manager People and Culture - Sarah Vinall
General Manager	Chief Executive Officer - Tony Harrison

REASON FOR CONFIDENTIALITY***Local Government Act (SA) 1999 S 90 (2) 3***

(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)

RECOMMENDATION

That pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the Council orders that all persons present, with the exception of the following persons: Manager People and Culture, be excluded from the meeting as the Council receives and considers information relating to CEO Performance and Remuneration Review, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to personal affairs of the Chief Executive Officer.

18.5 Cover Report - CEO Contract Review

Report Reference	GC231024F18.5
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Mitchell
Corporate Manager	Manager People and Culture - Sarah Vinall
General Manager	Chief Executive Officer - Tony Harrison

REASON FOR CONFIDENTIALITY***Local Government Act (SA) 1999 S 90 (2) 3***

(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)

RECOMMENDATION

That pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the Council orders that all persons present, with the exception of the following persons: Manager People and Culture, be excluded from the meeting as the Council receives and considers information relating to CEO Contract Review, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to personal affairs of the Chief Executive Officer.

19 Other Business**20 Meeting Closure**

Council shall conclude on or before 9.30pm unless there is a specific motion adopted at the meeting to continue beyond that time.