

**MINUTES OF THE INFRASTRUCTURE AND STRATEGY COMMITTEE
HELD AT ADMINISTRATION CENTRE
245 STURT ROAD, STURT
ON TUESDAY 6 JUNE 2017**



PRESENT

Elected Members

Councillor Byram (Chair), Councillor Hull, Councillor Kerry, Councillor Pfeiffer and Councillor Westwood

Mayor Hanna (from 8:00pm to 9:31pm)

Independent Member

Mr Christian Reynolds

In Attendance

Councillor Crossland
Councillor Telfer
Councillor Hutchinson

Mr Tony Lines
Ms Abby Dickson
Ms Sherie Walczak
Ms Jaimie Thwaites
Ms Carol Hampton
Mr James O'Hanlon
Ms Fiona Harvey
Ms Liz Byrne
Ms Birgit Stroehler

General Manager City Services
General Manager City Development
Acting Unit Manager Governance and Records (minute taker)
Acting Manager Corporate Governance
Manager City Property
Unit Manager Sport and Recreation Facilities
Manager Innovation and Strategy
Manager Community and Cultural Services
Registered Architect, Strategic Projects

1. OPEN MEETING

The meeting commenced at 6:48pm.

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. MEMBERS DECLARATION OF INTEREST

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

Nil declarations were made

4. 6:48pm CONFIRMATION OF MINUTES

Moved Councillor Pfeiffer, Seconded Councillor Westwood that the minutes of the Infrastructure and Strategy Committee Meeting held on 2 May 2017 be taken as read and confirmed.

Carried Unanimously

5. 6:49pm BUSINESS ARISING

The business arising statement was noted.

- The Committee discussed the outcome of the Marion Outdoor Pool master plan and asked that when recommendations from the Committee are made to General Council that the outcome of the resolution is reported back to Committee.
- The Committee queried the status of the Project Management Office structure and asked that the final structure be brought to next Committee meeting.
- The Committee acknowledged that the Draft Works Program had changed slightly due to the 4 April 2017 meeting not being held. In particular, the Feature Project may not be in the correct month. They also advised that there may be another big project to consider in the coming months.
- The Committee queried the status of the energy efficient lighting project in relation to the Marion Leisure and Fitness Centre and noted that the report for which is due to be tabled at the General Council meeting schedule for 25 July 2017.
- The Committee discussed the Smart City projects and the availability of an online platform for councils to collaborate. It was queried if we have explored the \$50 million grants available for projects such as this and noted that a consultant is drafting Council's joint application with SA Power Network and City of Charles Sturt.

6. PRESENTATION

Nil

7. REPORTS / WORKSHOPS

7.1 7:02pm Edwardstown Oval Project Report Reference: ISC020517R7.1

The Edwardstown Oval Board's President, Darren Williams and Deputy Chair, Shaun Krutti were in attendance for this item.

General Manager City Development provided the Committee with a presentation on the Edwardstown Soldiers Memorial Recreation Ground.

The Committee discussed the item and the following points were raised / noted:

- Clarification in regards to the types of training opportunities which included:
 - Cert 1 and 2 in commercial cookery and Cert 4 in catering management.
 - Opportunity to explore the linkages with Registered Training Organisations regarding fitness certificates.

- Discussions are already underway with Flinders University and a partnership with Shape
- The governance model was discussed by the Committee and outlined as follows:
 - A new constitution was adopted approximately 18 months ago
 - An independent, community elected, skills-based Board was recruited and are performing well
 - A Manager is yet to be appointed and the employer/employee relationship is still to be determined however, the employment contract will include KPIs that are aligned to Council's objectives for the site. Council propose to subsidise the position initially.
- The Committee noted that staff should be congratulated on the design of the facilities The Committee provided feedback on the Vision and Objectives, which align to Council's strategy and the economic outcomes as required by Federal Government funding:
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 - Objectives need to be more specific and measurable
 - The report being prepared for Council regarding the management model should include a financial forecast, community utilisation, governance framework/model relative to the objectives and KPIs that may include weighting/numeric values,
 - Deliverables need to sit alongside each of these objectives.
- Mr Reynolds made a number of recommendations including:
 - The first duty is to the community and the project's financial viability.
 - The plan should have compelling offerings to the community and the affiliate clubs and should include chartered behaviours.
 - The Board should act on Council's behalf and then the community (which includes the affiliate clubs).
 - If the board is to be fully responsible then the manager should report to the Board.
 - Timing of the employment of the facilities manager should be early enough to respond to the initial KPIs. This ensures the business continuity from inception stage, the oversight of project delivery to finalisation.
 - Memorandums of Understanding to secure partnership opportunities and extra affiliates or sub-lessees should be pursued, which will underpin the economic viability of the site.
- The Committee raised the need for contact to be made with Vicinity, who manage nearby Castle Plaza Shopping Centre to determine opportunities to be involved in the facility.

Moved Councillor Pfeiffer, Seconded Councillor Kerry that the Infrastructure and Strategy Committee:

1. Notes the report for the Edwardstown Oval redevelopment Project.
2. Recommend that Council review the employment strategy of the Facility Manager for project delivery and operations, which will be included in the Report being prepared for Council the General Council
3. Recommend that Council review the formulation of the facility's 1-3 year goals.
4. Consider the next round of deliverables that support each of the objectives.
5. Administration to supply the Committee with a copy of the economic benefit model contained in the Nation Stronger Regions Funding agreement.

Carried Unanimously

8:15pm Mayor Hanna and Councillor Pfeiffer left the meeting

7.2 8:16pm Community Facilities Strategy Review Report Reference: ISC060617R7.2

Manager City Property and Unit Manager Sport and Recreation Facilities provided the Committee with a presentation on the Community Facilities Strategy Review.

8:22pm Councillor Pfeiffer re-entered the meeting

8:23pm Mayor Hanna re-entered the meeting

The Committee discussed the item and the following points were raised / noted:

- The Community Facilities Strategy Review and the linkages to other Strategic Plans and Policies, specifically the need to ensure alignment to the Open Space Strategy and the Asset Management Plan.
- There is need for consistent terminology across the reports and plans to avoid confusion.
- Clarity is required around the meaning of the words 'sustainable' and 'resources' which should be expanded in the next iteration of the principles
- Consider reviewing the principle of Placemaking and Community Involvement, consider changing to pride and participation .
- Revision is required to clarify regional hierarchy catering to 20,000 people vs catering to a population of 20,000 people.
- Further clarity is required around the definitions of Regional, District and Local hierarchy.
- The plan requires reference to the 30-year, 10-year and 4 year strategies as well as the six success factor of CoM (wheel).
- Need to clarify the interpretation of local facilities of 5km is it intended to reduce facilities or guide decision making?
- A higher emphasis is required on 'equitable' allocation of facilities.
- The anomalies included on the maps, ie Meals on Wheels, need to be recognised due to the strong social justice component.
- Questions raised regarding the data source of the distances referred to from the LGA report on walking distances.
- Data sources need to be built into the unpinning document ie asset management, building audit, patronage numbers and financial viability.
- Large facilities like BMX track project need overarching motherhood statements included in the plan.

9:01pm Councillor Kerry left the meeting

9:05pm Councillor Kerry re-entered the meeting

9:06pm Councillor Westwood left the meeting

Moved Christian Reynolds, Seconded Councillor Hull that the Infrastructure and Strategy Committee:

1. Notes the draft report.
2. Notes the discussion and feedback of the workshop regarding the Community Facilities Strategy Review to be brought back to the 5 September meeting.

7.3 9:08pm Morphettsville Sports Club Update – Verbal Briefing
Report Reference: ISC060617R7.3

Manager City Property and Unit Manager Sport and Recreation Facilities provided a verbal update on the Morphettsville Sports Club.

9:10pm Councillor Westwood re-entered the meeting

The Committee discussed the item and the following points were raised / noted:

- Office of Recreation and Sport grant was awarded on 25 April 2017, the funds are to be expended within 24 months
- Working with the committee to ensure female changes room will integrate into any future development of the building
- Confirmation that an architect has been contracted, through Birgit Stroeher, to work on concept plans.
- Concepts plans include single and 2-story floorplan options submitted to the Office of Sport and Recreation in response to their \$500,000 grant for provision of female change-rooms.
- Concept plans due in approximately three weeks and updates are to be provided to the next Committee meeting.

9:13pm Moved Councillor Hull, Seconded Christian Reynolds that the Infrastructure and Strategy Committee extend the meeting until 10:00pm

Vote was tied

Deliberative vote by the Presiding member to extend the meeting until 10:00pm

7.4 9:16pm Customer Service Provision from Council Facilities
Report Reference: ISC060617R7.4

Manager Community and Cultural Facilities provided a verbal update on the Customer Service Provision from Council Facilities.

9:31 Mayor Hanna left the meeting

The Committee discussed the item and the following points were raised / noted:

- Discussion around resident asking why the Customer Service Centre is not open on Council meeting nights.
- Automation of transactional customer contact vs personalisation to improve efficiency and improve customer experience. Personalisation could be in the form of SMS to proactively remind customers about rates being due.
- There is a balancing act to be considered when rolling out technology improvements in regards to demographics and target audience and potential strategies should be benchmarked against industry counterparts.
- Current customer service data is limited which makes it difficult to compare to other councils.
- Customers should be given the option of selecting that their rates notices are provided either by mail or by email.

- Another opportunity is that a discount be provided for annual payment up-front instead of the default quarterly rate notices.
- Do we capture the customer service issues ie pain points when they present at CSC or via the call centre?
- IT Infrastructure /Information System strategy is missing from the report.

**7.5 9:56pm Key Infrastructure needs to support City Development over the next 5-10 years
Report Reference: ISC060617R7.5**

This item was adjourned to the Committee meeting scheduled for 1 August 2017.

9:58pm Moved Councillor Hull that the Infrastructure and Strategy Committee extend the meeting until 10:30pm but lapsed for want of a seconder.

8. CONFIDENTIAL ITEMS

Nil

9. ANY OTHER BUSINESS

- **Question of Notice from Councillor Hull:**
How have some of the Ward's tennis courts been rebadged to multi-purpose courts in order to retain them during the tennis court review which resulted in closure of other tennis courts and when were the terms of reference changed.
- Smart Cities series conference is being held in Adelaide on 5 September 2017.

10. MEETING CLOSURE

The meeting was declared closed at 10:01pm

11. NEXT MEETING

The next meeting of the Infrastructure and Strategy Committee will be held at 6.30pm on 4 July 2017 in the Council Chamber, 245 Sturt Road, Sturt.

CONFIRMED

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CHAIRPERSON

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