

His Worship the Mayor
Councillors
CITY OF MARION

NOTICE OF GENERAL COUNCIL MEETING

Council Chamber, Council Administration Centre
245 Sturt Road, Sturt

Tuesday, 23 July 2019 at 06:30 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.



Adrian Skull
Chief Executive Officer



TABLE OF CONTENTS

OPEN MEETING	4
KAURNA ACKNOWLEDGEMENT	4
DISCLOSURE	4
ELECTED MEMBERS DECLARATION OF INTEREST (if any)	4
CONFIRMATION OF MINUTES	4
Confirmation of the minutes for the General Council Meeting held on 25 June 2019	4
APPENDIX 1	5
COMMUNICATIONS	30
Mayoral Communication Report	30
CEO and Executive Communications Report	31
ELECTED MEMBER VERBAL COMMUNICATIONS	33
ADJOURNED ITEMS	33
Adjourned item - Revitalisation of the Edwardstown Employment Precinct	33
APPENDIX 1	39
Adjourned Item - Living Kaurna Cultural Centre: Additional Information	81
APPENDIX 1	89
APPENDIX 2	95
DEPUTATIONS -	96
Future management of the Living Kaurna Cultural Centre	96
PETITIONS - Nil	97
COMMITTEE RECOMMENDATIONS	97
Confirmation of Minutes of the Infrastructure and Strategy Committee Meeting - 2 July 2019	97
APPENDIX 1	98
CORPORATE REPORTS FOR DECISION	99
Bandon Terrace Reserve upgrade	99
APPENDIX 1	104
APPENDIX 2	108
APPENDIX 3	111
APPENDIX 4	121
Murray Darling Association Membership	122
APPENDIX 1	125
APPENDIX 2	127
Ascot Park Bowls Club Irrigation Replacement	134
APPENDIX 1	136
Coastal Climate Change Adaptation Plan - Stage 3 Monitoring Plan	137
APPENDIX 1	140

The Code of Practice, Procedures at Meetings	173
APPENDIX 1	176
Council Member Policies	194
APPENDIX 1	198
APPENDIX 2	204
APPENDIX 3	210
APPENDIX 4	214
APPENDIX 5	218
Local Government Association Annual General Meeting 2019	227
APPENDIX 1	230
APPENDIX 2	231
CONFIDENTIAL ITEMS	236
Cover Report - Marion Outdoor Pool upgrade - Stage 3 works	236
Marion Outdoor Pool upgrade - Stage 3 works	237
CORPORATE REPORTS FOR INFORMATION/NOTING	238
Work Health & Safety Performance Report - June 2019	238
APPENDIX 1	241
WORKSHOP / PRESENTATION ITEMS	243
MOTIONS WITH NOTICE	243
Public art on utility boxes	243
Rail/Tram Privatisation	245
QUESTIONS WITH NOTICE - Nil	246
MOTIONS WITHOUT NOTICE - Nil	246
QUESTIONS WITHOUT NOTICE - Nil	246
OTHER BUSINESS - Nil	246
MEETING CLOSURE	246

OPEN MEETING

KAURNA ACKNOWLEDGEMENT

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

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.

ELECTED MEMBER'S DECLARATION OF INTEREST (if any)

CONFIRMATION OF MINUTES

Confirmation of the minutes for the General Council Meeting held on 25 June 2019

Originating Officer Governance Officer - Victoria Moritz

Corporate Manager Manager Corporate Governance - Kate McKenzie

Report Reference: GC190723R01

RECOMMENDATION:

That:

1. The minutes of the General Council Meeting held on 25 June 2019 to be taken as read and confirmed.

ATTACHMENTS:

#	Attachment	Type
1	GC190625 - Final Minutes	PDF File

MINUTESOFTHEGC190625-GENERALCOUNCILMEETING-25June2019

Tuesday, 25 June 2019 at 06:30 PM

Council Administration Centre, 245 Sturt Road, Sturt



Minutes of the General Council Meeting held 25 June 2019

PRESENT :**Elected Members**

Mayor - Kris Hanna, Councillor - Ian Crossland, Councillor - Jason Veliskou (from 6.35pm), Councillor - Bruce Hull (from 6.49pm), Councillor - Nathan Prior, Councillor - Raelene Telfer, Councillor - Luke Hutchinson, Councillor - Tim Pfeiffer, Councillor - Kendra Clancy, Councillor - Maggie Duncan, Councillor - Matthew Shilling, Councillor - Joseph Masika

DATE :

Tuesday, 25 June, 2019

In Attendance

Chief Executive Officer - Adrian Skull
General Manager City Services - Tony Lines
General Manager City Development - Abby Dickson
Acting General Manager Corporate Services - Ray Barnwell
Manager Corporate Governance – Kate McKenzie
Acting Quality Governance Coordinator – Victoria Moritz

OPEN MEETING

The Mayor opened the meeting at 06:31 PM

KAURNA ACKNOWLEDGEMENT

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

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.

Minutes of the General Council Meeting held 25 June 2019

ELECTED MEMBER'S 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:

- The Mayor declared a potential conflict of interest in the item *Code of Conduct GC190625F01*

CONFIRMATION OF MINUTES

Confirmation of the minutes for the General Council Meeting held on 11 June 2019

Report Reference: GC190625R01

Moved Councillor - Raelene Telfer

Seconded Councillor - Tim Pfeiffer

That:

1. The minutes of the General Council Meeting held on 11 June 2019 be taken as read and confirmed.

Carried Unanimously

COMMUNICATIONS

Moved Councillor - Luke Hutchinson

Seconded Councillor - Matthew Shilling

That the following Communication Reports be moved en bloc

- Mayoral Communication Report (GC190625R02)
- Deputy Mayoral Communication Report (GC190625R03)
- CEO and Executive Communication Report (GC190625R04)
- Elected Member Communication Report

Carried

Minutes of the General Council Meeting held 25 June 2019

Mayoral Communication Report

Name of Elected Member: Mayor - Kris Hanna

Report Reference GC190625R02

Date	Event	Comments
21/5/19	Tour of Tonsley	Attended
23/5/19	Council Volunteer Celebration	Attended
23/5/19	MarionLIFE and Australian Refugee Association collaboration launch	Attended
23/5/19	Edwardstown Precinct Forum	Attended; gave speech
25/5/19	Glandore Neighbourhood Centre History Event	Attended
25/5/19	Oaklands Estate Reserve Opening Celebration	Hosted; gave speech
25/5/19	Park Holme Mosque Ramadan Event	Attended
30/5/19	Meeting with Cove FC Committee	Attended
1/6/19	Marion Swimming Club Celebration Night	Attended; presented award
2/6/19	Morphettville Park Football Club Afternoon Tea	Attended; gave speech
5/6/19	Afternoon tea to celebrate a graffiti volunteer's 20 years of service	Hosted
5/6/19	Plaque unveiling with Marion Lions at Morphett Road Revegetation Site	Attended; gave speech and unveiled plaque
12/6/19	Meeting with some Onkaparinga Councillors	Attended
12/6/19	Queen's Birthday Reception and Dinner at Government House	Attended
13/6/19	Launch of cookbook by Nu	Attended
15/6/19	Edwardstown Football Club Quiz Night	Attended
17/6/19	Coastal Walkway Inspection	Attended
19/6/19	Marion Historical Society- The History of West Terrace Cemetery	Attended

Moved Councillor - Luke Hutchinson

Seconded Councillor - Matthew Shilling

That:

1. The Mayoral Communication Report be received.

Carried

Minutes of the General Council Meeting held 25 June 2019

Deputy Mayor Communication Report

Date of Council Meeting: 25 June 2019

Name of Elected Member: Councillor - Tim Pfeiffer

Report Reference: GC190625R03

Date	Event	Comments
25/5/19	Opening of Oaklands Playground	Attended
3/6/19	Edwardstown Club Board Meeting	Attended
4/6/19	Meeting with Castle Plaza Centre Manager	Attended
4/6/19	Meeting with Unit Manager Economic Development	Attended
6/6/19	Meeting with Mayor Thompson in relation to GAROC representation of Southern Councils/	Attended
15/6/19	Edwardstown Football Club Quiz Night	Attended

Moved Councillor - Luke Hutchinson

Seconded Councillor - Matthew Shilling

That:

1. The Deputy Mayors Communication Report be received.

Carried

CEO and Executive Communications Report

Date of Council Meeting 25 June 2019

Report Reference GC190625R04

Date	Activity	Attended By
29 May 2019	Meeting Adrian Skull, Tony Lines, Geoff Smith (Housing Renewal Australia), Chris Vounasis (Future Urban Group) and Matt Clemow (Social Policy Solutions) re Oaklands Park	Adrian Skull Tony Lines
29 May 2019	LG Challenge Debrief	Abby Dickson

Minutes of the General Council Meeting held 25 June 2019

30 May 2019	Council Solutions Working Group	Adrian Skull
30 May 2019	Meeting Resourcing Utilities Management with Cities of Charles Sturt, Marion and Port Adelaide Enfield	Tony Lines
30 May 2019	State Planning Commission Briefing on Implementation of the Planning and Design Code, Transition of Heritage and Character and Development Plan Amendments	Tony Lines
31 May 2019	Council Solutions Board Meeting	Adrian Skull
31 May 2019	City of Charles Sturt - E-Planning Collaboration	Abby Dickson
3 June 2019	SRWRA Board Meeting	Ray Barnwell
3 June 2019	Meeting Enwave and Renewable Intelligence on Tonsley Water	Tony Lines
5 June 2019	Plaque Unveiling Marion Lions Club at Morphett Road Reserve Re-vegetation Site	Tony Lines
5 June 2019	Oaklands Crossing Site Tour	Adrian Skull Abby Dickson Tony Lines
6 June 2019	Tonsley Steering Group	Adrian Skull
7 June 2019	Western Adelaide Consultative Group	Adrian Skull
11 June 2019	Oaklands Wetland Governance Committee Meeting	Tony Lines
11 June 2019	Youth Engagement and Consultation - YACSA	Tony Lines
12 June 2019	SAEDB Board Meeting	Adrian Skull Abby Dickson
12 June 2019	Meeting Collaboration Governance Framework Review with Cities of Charles Sturt, Marion and Port Adelaide Enfield	Tony Lines
13 June 2019	Cross Council Collaboration Service Review	Ray Barnwell
13 June 2019	LG Professionals SA General Managers Networking	Abby Dickson
13 June 2019	Meeting St Martin de Porres School	Tony Lines

Minutes of the General Council Meeting held 25 June 2019

14 June 2019	Meeting Adrian Skull, Kylie Taylor and Anthea Shem (Office for Recreation, Sport and Racing)	Adrian Skull
17 June 2019	Innovators Couch Session	Abby Dickson Tony Lines
17 June 2019	Smart South Working Group	Abby Dickson
17 June 2019	Glenthorne National Park meeting with Director of Engagement DEW	Abby Dickson
19 June 2019	South Australian Cricket Association (SACA) & South Australian National Football League (SANFL) re Cove Sports	Abby Dickson
20 June 2019	Deloitte Financial Reporting Update	Ray Barnwell
20 June 2019	Meeting City of Marion and Australian Gas Infrastructure Group	Adrian Skull Tony Lines
20 June 2019	Meeting Tonsley Project Control Group	Tony Lines
24 June 2019	Local Government Reference Group	Adrian Skull
25 June 2019	Meeting Adrian Skull and Paul Thorne (SRWRA)	Adrian Skull

Moved Councillor - Luke Hutchinson

Seconded Councillor - Matthew Shilling

That:

1. The CEO and Executive Communication Report be received.

Carried

Minutes of the General Council Meeting held 25 June 2019

Council Member Communications

Council Member: Councillor Raelene Telfer

Date	Event	Comment
8 June 2019	Community art at Oaklands Crossing	Display and BBQ
11 June 2019	Warriparinga Ward Briefing	Attended
12 June 2019	Seaview High Governing	Council liaison
12 June 2019	MPSCC Committee Meeting	Council liaison
13 June 2019	Darlington DPTI Tonsley station	Key issues
17 June 2019	Community Forum	Participant
20 June 2019	Darlington DPTI Tonsley station	Setting priorities

Moved Councillor - Luke Hutchinson

Seconded Councillor - Matthew Shilling

That:

1. The Council Member Communications Report be received.

Carried

ELECTED MEMBER VERBAL COMMUNICATIONS

In accordance with the *Code of Practice - Procedures at Council Meetings 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).

Various Elected Members provided a verbal update.

ADJOURNED ITEMS

6.35pm Councillor Veliskou entered the meeting

Adjourned Item - Australian Refugee Action Network - Call for Support
Report Reference: GC190625R05

Moved Councillor - Ian Crossland

Seconded Councillor - Jason Veliskou

That Council:

1. Notes the receipt of the correspondence from the Australian Refugee Action Network.
2. Advises the Australia Refugee Action Network that it has noted its request.

Carried Unanimously

DEPUTATIONS - Nil**PETITIONS – Nil****COMMITTEE RECOMMENDATIONS****Moved Councillor - Luke Hutchinson****Seconded Councillor - Ian Crossland**

That the following Committee Recommendations be moved en bloc:

- Confirmation of Minutes of the Infrastructure and Strategy Committee Meeting - 4 June 2019 (GC190625R06)
- Confirmation of Minutes of the Urban Planning Committee Meeting - 4 June 2019 (GC190625R07)

Carried Unanimously**Confirmation of Minutes of the Infrastructure and Strategy Committee Meeting - 4 June 2019**
Report Reference: GC190625R06**Moved Councillor - Luke Hutchinson****Seconded Councillor - Ian Crossland**

That Council:

1. Receives and notes the minutes of the Infrastructure and Strategy Committee meeting of 4 June 2019 (Appendix 1).
2. Notes that separate reports will be brought to Council for consideration of any recommendations from the Infrastructure and Strategy Committee.

Carried Unanimously

Minutes of the General Council Meeting held 25 June 2019

Confirmation of the Minutes of the Urban Planning Committee meeting held on Tuesday 4 June 2019
Report Reference: GC190625R07**Moved Councillor - Luke Hutchinson****Seconded Councillor - Ian Crossland**

That Council:

1. Receives and notes the minutes of the Urban Planning Committee meeting of 4 June 2019 (Appendix 1).
2. Notes that separate reports will be brought to Council for consideration of any recommendations from the Urban Planning Committee.

Carried Unanimously**ORDER OF AGENDA ITEMS**

The Mayor sought and was granted leave of the meeting to vary the order of Agenda Items and move the Confidential Item - *Code of Conduct GC100625F01* to the end of the agenda.

CORPORATE REPORTS FOR DECISION**Moved Councillor - Jason Veliskou****Seconded Councillor - Tim Pfeiffer**

That the following items be moved en bloc:

- 4 Year Business Plan 2019-2023 (GC190625R08)
- Annual Business Plan 2019-2020 and Long Term Financial Plan (GC190625R09)
- Valuation - Adoption for 2019-20 Financial Year (GC190625R10)
- Rates Declaration 2019-20 (GC190625R11)
- Rate Rebate 2019-20 (GC190625R12)

Carried

Minutes of the General Council Meeting held 25 June 2019

4 Year Business Plan 2019-2023**Report Reference:** GC190625R08**Moved Councillor - Jason Veliskou****Seconded Councillor - Tim Pfeiffer**

That Council:

1. Adopts the Draft 4-Year Business Plan 2019 - 2023 that includes any Elected Member feedback received during the meeting.
2. Notes the final Business Plan will be published and communicated through a variety of forums including the City of Marion website and social media.

Carried**Annual Business Plan 2019-20 and Long Term Financial Plan****Report Reference:** GC190625R09**Moved Councillor - Jason Veliskou****Seconded Councillor - Tim Pfeiffer**

That the following be adopted by council in the following order:

1. Financial Policies (Attachment 3)
 - a) Rating Policy
 - b) Treasury Management Policy
 - c) Fees and Charges Policy
 - d) Reserve Funds Policy
 - e) Asset Accounting Policy
 - f) Budget Policy
2. Pursuant to Section 123(6) of the Local Government Act 1999 and regulation 6 of the Local Government (Financial Management) Regulations 2011, the Annual Business Plan 2019-20 (Attachment 1)
3. Pursuant to Section 123(7) of the Local Government Act 1999, and regulation 7 of the Local Government (Financial Management) Regulations 2011, the Annual Budget 2019-20 (Attachment 1)
4. Pursuant to Section 122(1a) of the Local Government Act 1999, and regulation 5 of the Local Government (Financial Management) Regulations 2011, the Long Term Financial Plan 2019-2029 (Attachment 2)

Carried

Minutes of the General Council Meeting held 25 June 2019

Valuation - Adoption for 2019-20 Financial Year**Report Reference:** GC190625R10**Moved Councillor - Jason Veliskou****Seconded Councillor - Tim Pfeiffer**

That:

1. Pursuant to Section 167(2)(a) of the Local Government Act 1999 Council adopts the capital valuations as supplied by the Office of the Valuer-General, (at Supplementary Week 52 dated 24 June 2019), as the Valuations that are to apply to land within its area for rating purposes for the 2019-20 financial year.
2. Council notes that, at the time of adoption, the Valuation totalled \$22,034,467,420 (including \$20,973,754,491 Rateable and \$1,060,712,929 Exempt).

Carried**Rates Declaration 2019-20****Report Reference:** GC190625R11**Moved Councillor - Jason Veliskou****Seconded Councillor - Tim Pfeiffer**

1. That pursuant to Section 153(1)(b) and 156(1)(a) of the Local Government Act, 1999 the Council declares differential general rates according to land use based on Capital Value within the area for the 2019-20 financial year as follows:
 - 1.1 0.335766 cents in the dollar on rateable land of Categories 1 - Residential, 7 Primary Production, 9 – Other.
 - 1.2 0.621167 cents in the dollar on rateable land of Categories 2 – Commercial Shop, 3 – Commercial Office, 4 - Commercial Other.
 - 1.3 0.570803 cents in the dollar on rateable land of Categories 5 - Industry Light and 6 - Industry Other.
 - 1.4 0.671532 cents in the dollar on rateable land of Category 8 - Vacant Land
2. That pursuant to Section 158 (1)(a) of the Local Government Act 1999, fixes a minimum amount payable by way of General Rates in respect of rateable land within the area for the 2019-20 financial year of \$1,059.00.
3. That pursuant to Section 153(3) of the Local Government Act 1999 the Council has determined not to fix a maximum increase under this Section in the general rate to be charged on a principal place of residence of a principal ratepayer upon the basis that relief is otherwise provided under the 'Discretionary Rebate – Residential Land Use (Rate Capping)' provision of its Rating Policy.
4. That, as required by the Natural Resources Management Act 2004, and pursuant to Section 95 of

Minutes of the General Council Meeting held 25 June 2019

that Act and Section 154 (1) of the Local Government Act, the Council declares a Separate Rate of 0.009661 cents in the dollar on all rateable land in the area covered by the Adelaide and Mount Lofty Ranges Natural Resources Management Board within this Council's area for the 2019-20 financial year.

5. That pursuant to Section 181 (1) of the Local Government Act rates are payable in four equal or approximately equal instalments, and Council resolves that pursuant to section 181(2) of the Act the due dates for those instalments shall be:
 - 2 September 2019
 - 2 December 2019
 - 2 March 2020
 - 1 June 2020
6. That pursuant to Section 44 of the Local Government Act 1999 the Council delegates to the Chief Executive Officer the power at Section 181(4)(b) to alter the due date for payment of any rate or instalment payment of a ratepayer where circumstances warrant such action, and to make any arrangement for payment of an account (either including or excluding the imposition of fines thereon) over an extended period.

Carried

Rate Rebate 2019-20**Report Reference** GC190625R12**Moved Councillor - Jason Veliskou****Seconded Councillor - Tim Pfeiffer**

That:

1. The Schedule of Rate Rebates (refer Appendix 1) be noted.
2. Council resolves that a discretionary rate rebate of 25% be granted under Section 166(1)(j) of the Local Government Act, 1999 to Foodbank SA on the properties it occupies for the 2019-20 financial year.
3. Council resolves that a discretionary rebate of 25% be granted under Section 166(1)(d) of the Local Government Act, 1999 to Suneden School on the property it occupies and uses for educational purposes for the 2019-20 financial year.
4. Council resolves that a discretionary rate rebate of 100% be granted under Section 166(1)(j) of the Local Government Act, 1999 to Scouts SA on the properties it occupies for the 2019-20 financial year.
5. Council resolves that a discretionary rate rebate of 50% be granted under Section 166(1)(j) of the Local Government Act, 1999 to the Abbeyfield Society (Marion) on the property it occupies at 5

Minutes of the General Council Meeting held 25 June 2019

Lawrence Ave, Edwardstown for the 2019-20 financial year.

6. Council resolves that a discretionary rate rebate of 50% be granted under Section 166(1)(j) of the Local Government Act, 1999 to the Plympton Glenelg RSL Sub Branch on the property it occupies at 464 Marion Rd, Plympton Park for the 2019-20 financial year.
7. Council resolves that a discretionary rate rebate of 75% be granted under Section 166(1)(j) of the Local Government Act, 1999 to Operation Flinders on the property it occupies at 3/938 and 4/938 South Road, Edwardstown for the 2019-20 financial year.
8. Council resolves that a discretionary rate rebate of 25% be granted under Section 166(1)(j) of the Local Government Act, 1999 to South Adelaide Squash Centre on the property it occupies a 2A Midera Avenue, Edwardstown for the 2019-20 financial year.

Carried

Council Subsidiaries – Draft 2019/20 Business Plan and Budget Review

Report Reference: GC190625R13

Moved Councillor - Ian Crossland

Seconded Councillor - Raelene Telfer

That Council:

1. Advise the Southern Region Waste Resource Authority (SRWRA) that it supports the Draft 2019/20 Business Plan and Budget (attached as Appendix 1).

Carried Unanimously

Boral Linwood Quarry

Report Reference: GC190625R14

Moved Councillor - Ian Crossland

Seconded Councillor - Matthew Shilling

That Council:

1. Endorses the City of Marion Council response to the Extractive Mineral Lease proposal by Boral Resources for Linwood Quarry, subject to any changes proposed at this meeting

Carried Unanimously

Hallett Cove Sea Pool Feasibility Study**Report Reference:** GC190625R15**Moved Councillor - Ian Crossland****Seconded Councillor - Matthew Shilling**

That Council:

1. Notes the "*Feasibility Study for Hallett Cove Ocean Pool, South Australia*" by University of New South Wales, Water Research Laboratory (Attachment 1) and further analysis of the feasibility of a sea pool contained in this report.
2. Writes to the Minister for Environment and Water and Minister for Transport, Infrastructure and Local Government and presents the "*Feasibility Study for Hallett Cove Ocean Pool, South Australia*" by University of New South Wales, Water Research Laboratory (Attachment 1) and a summary of the analysis of the feasibility of a sea pool contained in this report.

Carried**Establishment of a World War II Honour Board****Report Reference:** GC190625R16

6.49pm Councillor Hull entered the meeting

Moved Councillor - Maggie Duncan**Seconded Councillor - Raelene Telfer**

That Council:

1. Notes the report.
2. Allows further time for Administration to explore further ways to honour World War 2 veterans and reports back to Council on 27 August 2019.

Carried Unanimously**Partial Road Closure Cobham Avenue Morphettville****Report Reference:** GC190625R17**Moved Councillor - Jason Veliskou****Seconded Councillor - Kendra Clancy**

That Council:

1. Notes the representations received in response to the community consultation in response to the community consultation required under the Roads (Opening and Closing) Act 1991.
2. Resolves to make a Road Process Order in accordance with the Roads (Opening and Closing) Act

Minutes of the General Council Meeting held 25 June 2019

1991 to close portion of Cobham Avenue Morphettville and merge with Allotment 702 in D120809 more particularly delineated and lettered "A" on the Preliminary Plan PP19/0010

Carried Unanimously

Nominations sought for the Australia Day Council of SA Board of Management
Report Reference: GC190625R18

Moved Councillor - Tim Pfeiffer

Seconded Councillor - Nathan Prior

That:

1. Council notes the report Nominations Sought for the Australia Day Council of South Australia;
2. Council nominates Councillors Masika and Hull as candidates for the election of the Australia Day Council Board of Management;
3. Administration forwards the above nominations to the Australia Day Council of South Australia by close of business on Tuesday 16 July 2019.

Carried Unanimously

Service Review Program - History and FY2019/20 plan
Report Reference: GC190625R19

Moved Councillor - Raelene Telfer

Seconded Councillor - Luke Hutchinson

That Council:

1. Notes the implementation of recommendations from the Service Review Program FY2018/19, as provided in appendix 1.
2. Endorses the proposed Service Review Program, FY2019/20 as provided in appendix 2.

Carried Unanimously

Oaklands Community Connections Consultation (proposed Diagonal Way Road Closure and Dwyer

Minutes of the General Council Meeting held 25 June 2019

Road Reserve)**Report Reference:** GC190625R20**Moved Councillor - Nathan Prior****Seconded Councillor - Ian Crossland**

That council:

1. Notes the community consultation feedback received on the concept design for the proposed Diagonal Way road closure and Dwyer Road Reserve.
2. Notes correspondence from the Commissioner of Highways, confirming Diagonal Way is issued Section 26(2) of the Highways Act 1926, currently under care and control of Council and no approval is required to commence the road closure process.
3. Authorises the commencement of the Roads (Opening and Closing) Act 1991 process to close the section of Diagonal Way Oaklands Park between the northern boundary of 10 Diagonal Way and the southern boundary of the intersection of Crozier Terrace and Dwyer Road Oaklands Park in accordance with the Roads (Opening and Closing) Act 1991 which requires:
 - Preparation of a preliminary plan
 - Preparation of a statement of affected parties and
 - Undertaking of public consultation
4. Resolves that the road closed pursuant to the Roads (Opening and Closing) Act 1991 is to be merged with Lot 94 in Filed Plan 147328 (comprised in Certificate of Title Volume 5854 Folio 339) for Dwyer Road Reserve.
5. Notes a further report will be tabled to consider the outcome of the community consultation for the road closure and to seek authorisation to submit the documentation with the Surveyor General to formally close the road.
6. Resolves to temporarily close Diagonal Way (Section 32 Road Traffic Act 1961) for vehicle traffic as illustrated in attachment 5, until Council resolve the permanent proposal pursuant to Roads (Opening and Closing) Act 1991.

Carried**Division called by Councillor - Bruce Hull**

Minutes of the General Council Meeting held 25 June 2019

Voters	Against	For
Councillor - Bruce Hull	X	
Councillor - Ian Crossland		X
Councillor - Jason Veliskou		X
Councillor - Joseph Masika		X
Councillor - Kendra Clancy		X
Councillor - Luke Hutchinson		X
Councillor - Maggie Duncan		X
Councillor - Nathan Prior		X
Councillor - Raelene Telfer		X
Councillor - Tim Pfeiffer		X
Councillor – Matthew Shilling	X	

Carried

Public Interest Disclosure Act 2018

Report Reference: GC190625R21

Moved Councillor - Tim Pfeiffer

Seconded Councillor - Raelene Telfer

That Council:

1. adopts the "Public Interest Disclosure Policy" attached as appendix 2 subject to any suggested amendments.
2. notes the "Public Interest Disclosure Procedure" attached as appendix 3
3. notes that the Public Interest Disclosure Policy will replace the Whistle Blowers Policy adopted on 27 March 2018 upon the commencement of the Public Interest Disclosure Act 2018 (ie on 1 July 2019).

Carried Unanimously

Minutes of the General Council Meeting held 25 June 2019

CORPORATE REPORTS FOR INFORMATION/NOTING

Moved Councillor - Raelene Telfer

Seconded Councillor - Luke Hutchinson

That the following items be moved en bloc:

- Finance Report - May 2019 (GC190625R22)
- Taken on Notice Register (GC190625R23)
- Work Health & Safety - Monthly Performance Report - May 2019 (GC190625R24)

Carried Unanimously

Finance Report - May 2019

Report Reference: GC190625R22

Moved Councillor - Raelene Telfer

Seconded Councillor - Luke Hutchinson

That Council:

1. Receives the report "Finance Report – May 2019"

Carried Unanimously

Questions Taken on Notice Register

Report Reference: GC190625R23

Moved Councillor - Raelene Telfer

Seconded Councillor - Luke Hutchinson

That Council:

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

Carried Unanimously

Work Health & Safety - Monthly Performance Report - May 2019**Report Reference:** GC190625R24**Moved Councillor - Raelene Telfer****Seconded Councillor - Luke Hutchinson**

That Council:

1. Notes the report and statistical data contained therein.

Carried Unanimously**WORKSHOP / PRESENTATION ITEMS - Nil****MOTIONS WITH NOTICE****Messines Avenue WW1 Memorial of Honour****Report Reference:** GC190625M01**Moved Councillor - Raelene Telfer****Seconded Councillor - Tim Pfeiffer**

1. That a report come back to the General Council meeting of October 22nd detailing:
 - 1.1 The appropriate care for the local heritage World War 1 Messines Avenue Memorial of Honour of holm oak trees planted by the Local Council in 1917.
 - 1.2 A management plan for replanting, in the next ten years, a new World War 1 Memorial of Honour of holm oak seedlings, with appropriate streetscaping, historical interpretive signage, and car parking bays.
 - 1.3 The resources required to achieve the retention of this World War 1 Messines Avenue Memorial of Honour.

Carried Unanimously

QUESTIONS WITH NOTICE**Regulations on Building and Development approvals**

Elected Member: Councillor Bruce Hull

Report Reference: GC190625Q01

Question:

1. With regards to building approvals, does Council consider an appropriate colour scheme for buildings? If not, why not?
2. Is black (as pictured in Struan Ave & Bowker St Warradale.(Appendix 1)) an appropriate building colour given the adverse aesthetics and climate change considerations?
3. Can a Council determine building colour as part of development & building approval?

Response Received From:

Warwick Deller-Coombs

Staff Comments:

- 1. With regards to building approvals, does Council consider an appropriate colour scheme for buildings? If not, why not?*

Response to Question 1:

Yes. Colour schemes are assessed along with other applicable Objectives and Provisions within the Council Development Plan at the Planning Assessment stage (by Council Planning officers).

The Development Plan seeks for buildings to be of a high design standard and appearance and generally reflect the Desired Character of the respective Policy Area. Buildings should, where possible, have regard to their size and design in context within the locality, utilise a range of colours and materials, promote sympathetic roof form and pitch and provide high quality design façade.

The use of cladding, brickwork, glazing is considered to be in keeping with contemporary building methods and designs.

- 2. Is black (as pictured in Struan Ave & Bowker St Warradale.) an appropriate building colour given the adverse aesthetics and climate change considerations?*

Minutes of the General Council Meeting held 25 June 2019

Response to Question 2:

Yes. In relation to the design and aesthetics, black cladding is considered an appropriate colour/material in this design as it sufficiently contrasts with the red brick of the ground floor and meets the desired outcomes of the Policy Area.

The Desired Character of the Policy Area (where the proposal is occurring) seeks development that promotes cohesive streetscapes whilst allowing for a variety in housing forms and styles.

Council's Development Plan enables very limited consideration to climate change, only seeking to ensure development designs provide for efficient solar access to buildings and open space. The energy efficiency of the building is considered during the Building Rules Assessment stage and assessed against the National Construction Code of Australia (NCC). The building needs to satisfy particular standards to meet the NCC requirements to be 6-star efficient (i.e. insulation, cladding type etc). The NCC is a national document and is not specific to a local Council area.

3. Can a Council determine building colour as part of development & building approval?

Response to Question 3

Yes, in limited circumstances. Only in particular areas of Council can an assessment take into consideration the use and incorporation of particular colours and materials, such as the Hills Policy Area which seeks for buildings located in highly visible locations, colours and materials that are sympathetic to the existing topography (i.e. natural colours).

Generally, if the built form is considered to be of an appropriate design standard, appearance and incorporates contemporary colours and materials (i.e. colours typically found within metropolitan area) building colour is not something Council has determination of.

LEAVE OF THE MEETING

Councillor Hull sought and was granted leave of the meeting to include in Appendix 1 of the minutes, the second photo to this item *Regulations on Building and Development Approvals* which was submitted with the Question on Notice however mistakenly missed from the Agenda.

CONFIDENTIAL ITEMS**Code of Conduct****Report Reference:** GC190625F01**Moved Councillor – Matthew Shilling****Seconded Councillor – Jason Veliskou**

That:

1. 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, Adrian Skull, Chief Executive Officer, Kate McKenzie, Manager Corporate Governance and Victoria Moritz, Acting Quality Governance Coordinator, be excluded from the meeting where the Council will receive and consider information pertaining to the item Code of Conduct upon the basis it is satisfied that the requirements for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration other matter confidential on the ground that the report contains information relating to personal affairs.

Carried

7.09pm the meeting went into confidence

Moved Councillor – Ian Crossland**Seconded Councillor – Nathan Prior**

1. That formal meeting procedures be suspended to discuss the item.

Carried

The Mayor declared a conflict of interest in the item and vacated the Chair.

7.14pm The Mayor left the meeting and did not return

7.14pm In the absence of the Mayor, Deputy Mayor Pfeiffer took the Chair

Councillor Hull declared a conflict of interest in the item and left the meeting.

7.21pm Councillor Hull left the meeting and did not return.

7.24pm formal meeting procedures suspended

7.34pm formal meeting procedures resumed

Minutes of the General Council Meeting held 25 June 2019

Moved Councillor – Ian Crossland**Seconded Councillor – Matthew Shilling**

1. In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Council orders that this report, any attachment to this report and the minutes arising from this report having been considered in confidence under Section 90(2) and (3)(a) of the Act be kept confidential and not available for public inspection for the current term of the Council. This confidentiality order will be reviewed as required by the Act with the first such review to occur at the General Council Meeting in December 2019.

Carried

7.45pm the meeting came out of confidence

MOTIONS WITHOUT NOTICE - Nil**QUESTIONS WITHOUT NOTICE - Nil****OTHER BUSINESS – Nil****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.

MEETING CLOSURE - Meeting Declared Closed at 7.46 PM

CONFIRMED THIS 23 DAY OF JULY 2019

.....
CHAIRPERSON

Appendix 1



COMMUNICATIONS

Mayoral Communication Report

Date of Council Meeting 23 July 2019

Name of Elected Member Mayor - Kris Hanna

Report Reference GC190723R02

Details

Date	Event	Comments
21/6/19	Mayor's Multicultural Event	Attended; opened event
22/6/19	Hallett Cove Lions Club Handover Dinner	Attended
23/6/19	Nari Reserve Tree Planting	Attended
24/6/19	Community Grants Cheque Presentation Evening	Attended; gave speech
27/6/19	Community Leadership Program	Attended; gave speech
28/6/19	Meeting with Mayor of Mitcham	Attended
29/6/19	Citizenship ceremonies	Attended; gave speech
29/6/19	Opening of Paisley Park Fun Day at Oaklands Park	Attended; gave speech
29/6/19	Book launch- 'Creative Rebel' by Meri Griesbach	Attended
29/6/19	Farewell to the President of Marion RSL and Bowling Club	Attended
1/7/19	Rotary Club of Holdfast Bay- Annual Changeover and Club Celebration Dinner	Attended

CEO and Executive Communications Report

Date of Council Meeting 23 July 2019

Report Reference GC190723R03

Details

Date	Activity	Attended By
26 June 2019	Meeting Adrian Skull (City of Marion), Grant Mayer (SAJC) and Mat Kesting (Adelaide Film Festival)	Adrian Skull
26 June 2019	Meeting Adrian Skull (City of Marion), Matt Salier (NVI) and Mat Kesting (Adelaide Film Festival)	Adrian Skull
26 June 2019	Meeting Adrian Skull (City of Marion), Adam Luscombe (SAALC) and Mat Kesting (Adelaide Film Festival)	Adrian Skull
26 June 2019	Meeting Cross Council Initiatives with CEO's from City of Port Adelaide Enfield and City of Charles Sturt	Adrian Skull
29 June 2019	Citizenship ceremony MC	Abby Dickson
2 July 2019	Launch of Voice It Youth Forum	Tony Lines
3 July 2019	Meeting City of Marion and SANFL Executives	Adrian Skull Abby Dickson
3 July 2019	Adelaide City Deals	Abby Dickson
4 July 2019	MCBI Podcast on leadership	Adrian Skull
5 July 2019	Meeting Adrian Skull and Corey Wingard MP	Adrian Skull
8 July 2019	Meeting with Chair Edwardstown Sports Club	Abby Dickson
10 July 2019	Meeting Adrian Skull and Cullen Bailey (Minister Speirs CoS)	Adrian Skull
11 July 2019	Cross Council Collaboration Meeting	Ray Barnwell
11 July 2019	Meeting Adrian Skull and Mark Dowd (City of Onkaparinga)	Adrian Skull
11 July 2019	Meeting Office for Recreation and Sport, Department of Environment and Water, Department of Planning, Transport and Infrastructure, SA Aquatic and Leisure Centre and City of Marion to discuss Community Space around the Marion Aquatic Centre	Adrian Skull Abby Dickson

11 July 2019	SAALC - Governance meeting - July 2019	Adrian Skull
16 July 2019	LGA Incident Management 3 training	Adrian Skull
18 July 2019	Tonsley PCG	Abby Dickson
18 July 2019	Local Government Reform Reference Group - pre meeting	Adrian Skull
18 July 2019	Metropolitan CEO Meeting	Adrian Skull
22 July 2019	Basketball SA	Abby Dickson
22 July 2019	SAEDB Chair and SRWRA	Abby Dickson
23 July 2019	Local Government Reform Reference Group - Chief Executive Officers with Stephan Knoll MP	Adrian Skull

ELECTED MEMBER VERBAL COMMUNICATIONS

In accordance with the *Code of Practice - Procedures at Council Meetings 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).

ADJOURNED ITEMS

Adjourned item - Revitalisation of the Edwardstown Employment Precinct

Originating Officer	Unit Manager Economic Development - Donna Griffiths
Corporate Manager	Manager City Activation - Greg Salmon
General Manager	General Manager City Development - Abby Dickson
Report Reference	GC190723R04

REPORT OBJECTIVE

To provide Council with an overview of the discussions held at the recent Edwardstown Employment Precinct Revitalisation Forum and seek Council endorsement of the proposed budget next steps for the 2019/20 Financial Year.

EXECUTIVE SUMMARY

The item Revitalisation of the Edwardstown Employment Precinct (Report Reference: GC190611R09) (attached as appendix 1) was adjourned at the 11 June 2019 General Council meeting until 23 July 2019 to allow further information to be provided.

In accordance with the Local Government (Procedures at Meetings) Regulations, the debate on an adjourned item will resume and continue at the point it was adjourned.

The current motion is as follows:

Moved Councillor - Tim Pfeiffer Seconded Councillor - Luke Hutchinson

That Council:

- 1. Note the feedback from the business community at the workshop on Access, Amenity and Activation of the Edwardstown Employment Precinct Revitalisation Forum attached as appendix two of this report.***
- 2. Endorse the 12 month action plan attached as attachment three of this report.***
- 3. Endorse the allocation of up to \$165,000 towards the Revitalisation of the Edwardstown Employment Precinct project in the draft 2019/20 annual budget (refer attachment three) to:***
 - a. Allocate a Project Officer (up to \$40,000)***
 - b. Deliver an Urban Design Framework (up to \$30,000) - Minutes of the General Council Meeting held on 11 June 2019.***
 - c. Undertake greening of Woodlands Terrace and Raglan Avenue (up to \$65,000)***
 - e. Deliver an Economic Activation Plan (up to \$30,000)***
- 4. Endorse the employment of a 0.4 FTE project officer to support the delivery of the action plan for 12 months.***

5. Request Administration to bring a progress report in January 2020.

Two amendments were also moved however, both lapsed for want of a seconder.

The following members have also spoken during debate Councillors Crossland, Hull, Prior and Masika.

This report provides additional information to the adjourned report presented to Council at the 11 June 2019 General Council meeting attached as appendix 1 to this report.

RECOMMENDATION

That Council amends the current motion as follows:

- 1. Note the feedback from the business community at the workshop on Access, Amenity and Activation of the Edwardstown Employment Precinct Revitalisation Forum attached as appendix two of this report.**
- 2. Endorse the 12 month action plan attached as attachment three of this report.**
- 3. Endorse the allocation of up to \$165,000 towards the Revitalisation of the Edwardstown Employment Precinct project in the draft 2019/20 annual budget (refer attachment three) to:**
 - a. Allocate a Project Officer (up to \$40,000)**
 - b. Deliver an Urban Design Framework (up to \$30,000) Minutes of the General Council Meeting held 11 June 2019**
 - c. Undertake greening of Woodlands Terrace and Raglan Avenue (up to \$65,000)**
 - e. Deliver an Economic Activation Plan (up to \$30,000)**
- 4. Endorse the employment of a 0.4 FTE project officer to support the delivery of the action plan for 12 months.**
- 5. Request Administration to bring a progress report in January 2020.**

To Council:

- 1. Note the feedback from the business community at the workshop on Access, Amenity and Activation of the Edwardstown Employment Precinct Revitalisation Forum contained within appendix one of this report.**
- 2. Endorse the 12 month action plan contained within attachment one of this report.**
- 3. Endorse the allocation of up to \$180,000 to be funded through an adjustment in the first 2019/20 budget review towards the Revitalisation of the Edwardstown Employment Precinct. Funding is to be allocated as follows:**
 - a. Allocate a Project Officer (up to \$40,000)**
 - b. Deliver an Urban Design Framework (up to \$30,000)**
 - c. Undertake greening in Edwardstown (up to \$65,000 subject to securing matching grant funding)**
 - d. Undertake environmental monitoring for two years (up to \$10,000)**
 - e. Deliver an Economic Activation Plan (up to \$30,000)**
 - f. Host four business networking events at the Edwardstown Memorial Community Centre (up to \$5,000)**
- 4. Endorse the employment of a 0.4 FTE project officer to support the delivery of the action plan for 12 months.**

5. Request Administration bring a progress report in January 2020.

GENERAL ANALYSIS

This project supports the **Community Vision - Towards 2040**. Within the City of Marion **Business Plan** (2019 - 2023), this project is listed as a major project. The item is number 14 - Activate the Edwardstown and Melrose Park Employment Precinct.

The project also links to **Southern Adelaide Economic Development Board (SAEDB)** - The Revitalisation of the Edwardstown Employment Precinct is considered a Priority One under the SAEDB Plan:

Develop key mixed-use precincts across the region linked by the Seaford / Tonsley electric rail lines and the North-South Corridor.

The project seeks to create vibrant, attractive and well-connected communities, where people live and work with good access to public transport, community facilities, open spaces, shops and lifestyle economy.

The regional approach aims to create connected growth precincts in Southern Adelaide, better transport connections, more housing choices, a vibrant road and rail corridor and new areas of open space. Southern Adelaide is home to 21% of the population of South Australia and this is growing.

Southern Adelaide will represent the best features of urban design and smart cities where people have a greater choice about whether they drive, use public transport or walk to get their basic goods and services. New mixed use precincts will better serve the needs of a modern workforce.

The proposed approach to the Revitalisation of the Edwardstown Employment Precinct supports the achievement of all areas of the Community Vision 2040.

DISCUSSION

The majority of actions within the project plan are achievable within current resources and budget however should Council wish to progress all initiatives within the action plan additional funding of up to \$190k is required. The following sections provide Council with further information on the activities/resources requiring additional funding.

Part time Project Officer (2 days per week for 12 months) **Funding Required: \$40,000**

This is required to deliver all of the actions listed in the Action Plan for the next 12 months. Should Council wish to reduce the additional staffing allocated towards the project then the number of actions delivered within the Plan will also need to be reduced accordingly. The Project as outlined in the report will be multifaceted and require the coordination of works across multiple works areas. The scope of the project will need to be reduced if a Project Officer is engaged for less than two days per week.

Development of an Urban Design Framework **Funding Required: \$ 30,000**

- The framework can provide a practical staging approach to implementation and provide a high level vision and objectives for the revitalisation of the precinct.
- Set up structural guiding document in relation to public realm and interface with urban development.
- Set the scene for infrastructure integration for public realm with consideration of transportation hierarchy, walking and cycling, vehicle movements, water sensitive urban design, storm water management.
- Investigations include (but not limited to) opportunities constraints; linkages and integration; best practice; land use; accessibility and mobility; open space; significant views; public realm and place; and building height and intensity of use.

- Realising the Precinct Plan - lessons from other industrial renewal projects; implementation instruments; implementation actions, initiatives and priorities.

Greening of the Industrial Precinct**Funding Required: \$65,000 subject to a successful grant application**

- Greening of the Industrial Precinct is required to reduce the heat island impact and improve air quality. Improved amenity would also make the precinct an inviting location in the short term.

Economic Activation Plan ****Funding Required: \$30,000**

- Drive an economic growth agenda within the Industrial Precinct.
- Survey businesses within the Precinct.
- Map the existing structure and performance of the economy in the precinct.
- Map the potential economic capacity and growth of the precinct.
- Identify opportunities, constraints and risks which can impact upon the achievement of the regions economic potential.
- Identify new or changes to existing policies and strategies, including funding drivers that could be applied to enhance economic growth.
- Identify improved governance models that will assist the precinct in maximising its economic future, including but not limited to Business Improvement District modelling.
- Establish local measurement of economic performance to track progress.
- Create new investment opportunities within the Precinct.
- Profile innovation and collaboration opportunities to identify new markets and new IP.
- Identify economic development strategies and policy initiatives that will assist in the economic growth of the precinct.
- Best practice / models for economic uplift to be considered and recommendations for practical application.
- Realising the Economic Activation Plan - lessons from other industrial renewal projects; implementation instruments; implementation actions, initiatives and priorities.
- Apply the common ingredients for success:
 1. Community identity and amenity
 2. New models of collaboration
 3. Targeted occupier strategy, specific focus
 4. Diverse mix of uses
 5. Tackle constraints unlocked head on
 6. Leverage city shaping elements

A practical staged Economic Activation Plan to be delivered.

Environmental Monitoring**Funding Required: \$10,000**

- Monitoring of the site before and after any intervention(s).
- The \$10,000 requested for environmental monitoring will enable Council to capture environmental data to measure the impact of the investment in the area. We would want to see an improvement in urban heat and air pollution.

Southern Business Connections - Four Networking Events in Edwardstown**Funding Required: \$5,000**

- Extend the current services of Southern Business Connections to bring together the Edwardstown community and activate the new Edwardstown Sports and Community Centre.

- Support a focus group of businesses to champion the revitalisation.

Grant funding opportunities

Administration will seek offset the above costs through grant opportunities. Other potential funding sources may include:

Places for People Funding

- Consideration will be given to applying for Places for People funding for either the development of the Urban Design Framework or implementation of an Urban Design Framework. This funding will open in February 2020. This will depend on the stage of implementation of the 12 month action plan.

Greener Neighbourhoods Grants Program

- Consideration will be given to applying to the Greener Neighbourhoods Grants Program on 1 August 2019 should Council wish to green Edwardstown. The minimum requirements for this funding program include: co-contribution by Council on a dollar for dollar basis; partnerships; projects unfunded and projects not commenced. Administration thinks this application will have strong support on this basis. A decision on 23 July 2019 will enable this application. An overview of the project is below.

Key objectives of the **Edwardstown Green Infrastructure Project** include:

- Reduction of air pollution, energy use and provision of habitats for wildlife such as birds and insects
- Reduction in the frequency of asset renewals to pavements and roads
- Feature planting or native species to help define the spatial character and unique identity of streets and places within the City of Marion
- Formal and informal spaces to help people meet and gather, building community pride and ownership of places
- Encourage active forms of transport such as walking and cycling in areas which are shaded, sheltered and comfortable
- Visual narrowing of the streets to assist with slowing vehicle speeds and increasing awareness of other users in the street.

The following principles will be applied to the **Edwardstown Green Infrastructure Project**:

1. Create a connected network of greening
2. Reinforce urban character
3. Harness multiple functions of greening
4. Create conditions for success and longevity of greening
5. Create value with welcoming spaces
6. Integrate tree planting strategies
7. Maximise the seasonal benefits of greening
8. Create continuous tree canopies across the City of Marion
9. Use greening to improve human scale of streets
10. Harness storm water for healthier streets
11. Apply best practice

Greening Infrastructure approaches to be considered within the project scope include:

- Living Architecture: will help to contribute to well being, improve the heating / cooling performance of buildings and regulate Edwardstown temperatures; increase property values and improve amenity by reducing reliance on and saving energy.
- Green Streets: focus on the pedestrian experience of a street over an approach solely focused on traffic management. Green streets have a solid presence of trees, low plantings and rain gardens to maximise pedestrian amenity and the activation of commercial and retail spaces
- Urban Forest: the combined collection of trees right across our urban area, including city streets, parks, reserves, individual properties and within the public realm.
- Water Sensitive Urban Design: design infrastructure of our cities in relation to the management of

the urban water cycle. This may be achieved using a combination of elements such as rain gardens, permeable pavements, constructed wetlands and water reuse.

Risks

Current business engagement is high in relation to this project. Should Council wish to progress this project it is critical that we continue momentum and demonstrate our commitment to the revitalisation of the precinct in the form of a 12 month action plan.

Financial Analysis

Should Council endorse the action plan the additional \$180,000 in additional funding can be sourced from, Councils audited savings from the 2018/19 annual budget.

Attachment

#	Attachment	Type
1	Appendix 1 - Revitalisation of the Edwardstown Employment Precinct GC190611R09	PDF File

Revitalisation of the Edwardstown Employment Precinct

Originating Officer	Unit Manager Economic Development - Donna Griffiths
Corporate Manager	Manager City Activation - Greg Salmon
General Manager	General Manager City Development - Abby Dickson
Report Reference	GC190611R09

REPORT OBJECTIVE

To provide Council with an overview of the discussions held at the recent Edwardstown Employment Precinct Revitalisation Forum and seek Council endorsement of the proposed budget next steps for the 2019/20 Financial Year.

EXECUTIVE SUMMARY

Edwardstown is an inner southern-western suburb located 6 km southwest of Adelaide in the City of Marion. In 1989 the suburb was split, where the portion east of South Road became Melrose Park.

The village of Edwardstown was named after William Edwards, a law stationer of Light Square, after he laid it out in 1839. One of the earliest settlers was Alfred Weaver who ran sheep, planted wheat, barley, a vineyard and an orchard.

In 1949, most of the factories were to be found in Edwardstown, attracted by the proximity of the railway line. They include the Wunderlich Tile Factory, Bone's timber yard and Mathias' furniture factory between South Road and the railway station. Further South were Small's Furniture Factory, Furness's plywood factory and the South Australian Rubber Mills. Towards the railway line were Bowes Kitchen and Laundry on Woodlands Terrace and Ranleigh silver tray factory on Deloraine Road.

At that time Marion Council had no zoning regulations so, while access to rail transport initially attracted industry to the area, it began to disperse more widely across South Australia.

Today, Edwardstown continues to serve as a key employment generator for the region as it is home to 1,775 businesses and 4,582 jobs. It is still characterized by many old industrial sites. It is currently zoned light industry as well as residential. In 2016, the overall resident population of Edwardstown was 4,435.

The Precinct Analysis, February 2019, is a current state of play document contained in attachment one. Unfortunately, jobs growth, investment, and business growth has been stagnant for the past 10 years. Intervention is required to turn the Edwardstown employment precinct into a modern economy.

As a starting point for a vision for the Edwardstown Employment Precinct, it is envisaged that Edwardstown will become an outstanding place for business, innovation and entrepreneurs to thrive, while simultaneously creating new jobs and attracting new industry.

Further investment is now required to deliver a mixed-use employment precinct with advanced manufacturers, export focused businesses, integrated creative industry and housing diversity to contribute to a vibrant place to live and work.

RECOMMENDATION

That Council:

- 1. Note the feedback from the business community at the workshop on Access, Amenity and Activation of the Edwardstown Employment Precinct Revitalisation Forum attached as**

appendix two of this report.

2. Endorse the 12 month action plan attached as attachment three of this report.
3. Endorse the allocation of up to \$190,000 towards the Revitalisation of the Edwardstown Employment Precinct project in the draft 2019/20 annual budget (refer attachment three) to:
 - a. Allocate a Project Officer (up to \$40,000)
 - b. Deliver an Urban Design Framework (up to \$30,000)
 - c. Undertake greening of Woodlands Terrace, Raglan Avenue and Messines Avenue (up to \$75,000)
 - d. Undertake environmental monitoring for two years (up to \$10,000)
 - e. Deliver an Economic Activation Plan (up to \$30,000)
 - f. Host four business networking events at the Edwardstown Memorial Community Centre (up to \$5,000)
4. Appoint the Deputy Mayor, Tim Pfeiffer, as the Chair of a Consultative Committee for North-South Road Corridor discussions.
5. Endorse the employment of a 0.4 FTE project officer to support the delivery of the action plan for 12 months.
6. Request Administration to bring a progress report in January 2020.

GENERAL ANALYSIS

This project supports the Community Vision - Towards 2040. Within the City of Marion Business Plan (2019 - 2023), this project is listed as a major project. The item is number 14 - Activate the Edwardstown and Melrose Park Employment Precinct.

Liveable:	By 2040 our city will be well planned, safe and welcoming, with high quality and environmentally sensitive housing, and where cultural diversity, arts, heritage and healthy lifestyles are celebrated.
Valuing Nature:	By 2040 our city will be deeply connected with nature to ensure peoples' lives, while minimising the impact on the climate, and protecting the natural environment.
Engaged:	By 2040 our city will be a community where people are engaged, empowered to make decisions and work together to build strong neighbourhoods.
Innovation:	By 2040 our city will be a leader in embracing and developing new ideas and technology to create a vibrant community with opportunities for all.
Prosperous:	By 2040 our city will be a diverse and clean economy that attracts investment and jobs, and creates exports in sustainable business precincts while providing access to education and skills development.
Connected:	By 2040 our city will be linked by a quality road, footpath and public transport network that brings people together socially, and harnesses technology to enable them to access services and facilities.
Opportunities:	The opportunity is to revitalise the precinct as an economic powerhouse of the future.

Additional Resource Impact	0.4 FTE
Timeline	1 July 2019 to 30 June 2020
Current Budget Allocation	\$0
Proposed Future Budget Allocation:	\$190,000
Other Funding Sources:	Other funding sources will be sought to deliver the project

DISCUSSION

In the lead up to the forum, a Master of Landscape Architect and Urban Planning student undertook a work experience placement and created an Edwardstown Precinct Analysis. This document highlighted the current state of play and considered opportunities to revitalise the precinct. This document is contained in Attachment One. It was used as a thought provoker for the forum.

The City of Marion took the lead on the forum and it was held on 23 May 2019 at the Edwardstown Soldiers Memorial Community Centre. To attract businesses and property owners of the industrial precinct to the forum, a letter box drop, a rates mail out and direct email was sent. Over 110 people registered for the evening, with 90 business and property owners attending on the night.

The evening was split into three activities: Information sharing; workshop and networking. Information sharing included: the vision, working better together by the City of Mitcham, why invest in Edwardstown, growing a business in Edwardstown and the outlook for commercial property in Edwardstown. The Minister for Transport and Planning was invited but had a prior engagement and was unable to attend.

The workshop component invited ideas from businesses and property owners on three key themes – Access, Amenity and Activation. Access is about how people enter, exit and move around the industrial precinct. Amenity is about the look and feel of the precinct. Whilst, Activation is about how we can generate greater economic value from the precinct.

A summary of the discussion is contained in attachment two.

Key comments / issues from each theme include:

- Access:
 - Understanding of the design and construction of the north-south corridor
 - Public transport is uninviting
 - Train waiting times
 - Car parking
- Amenity:
 - Heat island
 - More trees needed
 - Looks tired - Streets lack life
- Activation:
 - Uncertain investment climate resulting in significant number of commercial vacancies – what is happening with the north-south corridor and old Hills site?
 - Lack of opportunities to connect as a business community
 - Lack of *new life* into the precinct

Key ideas from each theme include:

- Access:
 - Separation of the bicycle network from freight trucks
 - Turn the alleys and side streets into pockets of life

- Advocate for business during north-south corridor design and construction
- Amenity:
 - More street art
 - Take the residential feel into the industrial area
 - More trees and greening
 - Property and business owners to update / look after facades and landscapes
- Activation:
 - Attract / enable / stimulate investment (including the redevelopment of the Hills site)
 - Investigate planning and zoning
 - Investigate shared car parking spaces
 - Build the business community

A summary of the next steps, lead areas within administration and budget is contained in attachment three.

Most items are within current resources and budget. An overview of new budget items is below:

Revitalisation of the Edwardstown Employment
Precinct

Proposed Budget for 2019/20 FY

Deliverable	Value
Project Officer	\$ 40,000.00
Urban Design Framework	\$ 30,000.00
Greening of Woodlands Terrace, Raglan Avenue and Messines Avenue **	\$ 75,000.00
Environmental Monitoring **	\$ 10,000.00
** Look for funding opportunities to leverage these funds	
Economic Activation Plan **	\$ 30,000.00
Southern Business Connections - 4 Networking Events in Edwardstown	\$ 5,000.00
TOTAL	\$ 190,000.00

Attachment

#	Attachment	Type
1	Attachment One Edwardstown Current State of Play	PDF File
2	Attachment Two Debrief of Forum Consolidated DRAFT (1)	PDF File
3	Attachment Three - Edwardstown Action Plan DRAFT	PDF File



Edwardstown Train Station



South Road



Vicinity Centres



Messines Avenue

EDWARDSTOWN

Precinct Analysis - A Point in Time





Street art on Waverley Avenue

CONTENTS

1.0	INTRODUCTION	04
1.1	Introduction	04
1.2	Vision	04
1.3	Principles	05
2.0	CONTEXT	06
2.1	Location	06
2.2	North-South Corridor	06
2.3	SAEDB Growth Precinct	06
2.4	Surrounding Suburbs	07
3.0	PRECINCT ANALYSIS	08
3.1	Precinct Composition	09
3.2	Existing Land Use	10
3.3	Development Constraints	10
3.4	Current Policy Areas	11
3.5	Visual Character Analysis	12
3.6	Heritage and Historic Conservation	13
3.7	Access and Movement	14
3.8	Environmental Constraints	15
4.0	DEMOGRAPHIC PROFILE	16
4.1	Population	16
4.2	Age Structure	16
4.3	Ancestry	16
4.4	Birthplace	16
4.5	Overseas Arrivals	16
4.6	Highest Qualification Received	16
4.7	Employment Statistics	17
4.8	Method of Travel to Work	17
4.9	Household	17
4.10	Dwelling	17

5.0	ECONOMIC ANALYSIS	18
5.1	Output Data	18
5.2	Employment	18
5.3	Wage and Salaries	18
5.4	Local Sales	18
5.5	Regional Exports	19
5.6	Local Expenditure	19
5.7	Regional Imports	19
5.8	Value Added	19
5.9	Business Count	19
5.10	Number of Vacancies Listed on Commercial Real Estate	19
5.11	Key Propulsive Sectors	19
6.0	URBAN FRAMEWORK OPPORTUNITIES	20
6.1	Access	20
6.2	Amenity	22
6.3	Activation	24
7.0	ATTACHMENTS	
7.1	Attachment 1: Demographic Profile	
7.2	Attachment 2: Economic Analysis	
7.3	Attachment 3: Connection with Melrose Park	

1.0 INTRODUCTION

EDWARDSTOWN PRECINCT



232 hectares
in area



6.4 kilometres
from the Adelaide CBD



South-West
of the Adelaide CBD



Resident population
of **4,435**



Population density
19.08 persons per



Located within
The City of Marion

Data collected from Community ID, accessed 23/01/2019

1.1 INTRODUCTION

Edwardstown is an inner southern-western suburb located 6 km southwest of Adelaide in the City of Marion. In 1989 the suburb was split, where the portion east of South Road became Melrose Park.

The village of Edwardstown was named after William Edwards, a law stationer of Light Square, who laid it out in 1839. One of the earliest settlers was Alfred Weaver who ran sheep, planted wheat, barley, a vineyard and an orchard.

In 1949, most of the factories were to be found in Edwardstown, attracted by the proximity of the railway line. They include the Wunderlich Tile Factory, Bone's timber yard and Mathias' furniture factory between South Road and the railway station. Further South were Small's Furniture Factory, Furness's plywood factory and the South Australian Rubber Mills. Towards the railway line were Bowes' Kitchen and Laundry on Woodlands Terrace and Ranleigh silver tray factory on Deloraine Road.

At that time Marion Council had no zoning regulations so, while access to rail transport initially attracted industry to the area, it began to disperse more widely across South Australia.

Today, Edwardstown continues to serve as a key employment generator for the region as it is home to 1,775 businesses and 4,582 jobs. It is still characterized by many old industrial sites. It is currently zoned light industry as well as residential. In 2016, the overall resident population of Edwardstown was 4,435.

This Precinct Analysis, February 2019, is a current state of play.

1.2 VISION

After considered analysis and consultation with key stakeholders, a vision can be created for the revitalisation of this important employment precinct.

As a starting point, it is envisaged that Edwardstown will become an outstanding place for business, innovation and entrepreneurs to thrive, while simultaneously creating new jobs and attracting new industry. Further investment is now required to deliver a mixed-use employment precinct with advanced manufacturers, export focused businesses, integrated creative industry and housing diversity to contribute to a vibrant place to live and work.

"By 2030, more people will be living, working, investing and doing business in Edwardstown."

1.3 PRINCIPLES FOR CONSIDERATION

1. ACCESS

Investment in public realm to enhance community connections, way-finding, climatic comfort and walking and cycling networks.

Connectivity and efficiency to market through a **legible streetscape network** that is accessible from the north-south corridor.

Maintain business continuity through the north south corridor redevelopment.

2. ACTIVATION

Achieve urban renewal that builds on, reinterprets and reinforces Edwardstown’s existing character.

The creation of **long term sustainable and economic development solutions** that satisfy structure plan objectives and meet commercial viability imperatives for land development projects.

Remove current barriers, including zoning, to maximise the economic activation of the precinct.

Realise the full potential of an employment precinct and **attract new investment, new industries and new jobs.**

3. AMENITY

Realise Edwardstown’s potential for **pedestrian friendly spaces** to explore, savour and enjoy, that will allow residents and local workers alike to soak up the unique atmosphere.

Emphasise **environmental sustainability** in all future development to enhance future environmental outcomes and minimise impacts.

Advocate for **high quality built form and landscape architecture solutions** that incorporate Environmentally Sustainable Design (ESD) principles that integrate with the streetscape and natural environment.

Create a **unique sense of identity** for the suburb of Edwardstown that reflects a commitment to business and workplace amenity.



FIGURE 1: SOUTHERN ADELAIDE PLAN (SAEDB)

2.0 CONTEXT

2.1 LOCATION

The suburb is bounded by Cross Road on the north, South Road on the East, Daws Road on the south, and Roberts Street and Towers Terrace on the west. Each of these roads provide vehicular access to Edwardstown.

The existing built form along the east of the suburb (primarily South Road, with some setback further west of the suburb) is mostly one to three story commercial and warehouse buildings on large lots. Outside of this there are also residential dwellings located primarily on the western side of Edwardstown.

Edwardstown is serviced by the Tonsley and Seaford Railway Lines. The track runs through the middle of the suburb, north-east to south-west.

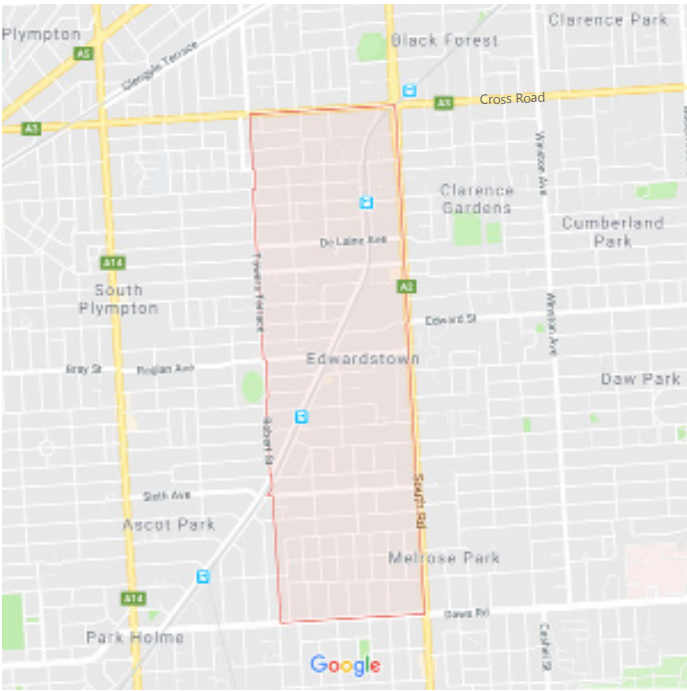


FIGURE 2.1: EDWARDSTOWN PRECINCT

2.2 NORTH-SOUTH CORRIDOR

Edwardstown is strategically located within 8km from the Adelaide CBD. The North-South Corridor, South Road, runs through Edwardstown and acts as the main street of the suburb where the main shopping centre, Castle Plaza, is situated, as well as many commercial and industrial facilities.

The current roadway is not working effectively and will not be able to handle the projected number of vehicles that will need to use the road, or cater for the size of freight carriers wanting to travel along it. In response, the Australian and South Australian Governments are working collaboratively to expand the route by creating a dedicated non-stop North-South Corridor



FIGURE 2.2: NORTH-SOUTH CORRIDOR (DPTI)

2.3 SAEDB GROWTH PRECINCT

Edwardstown has long served as a key employment generator for the region. Further investment is now required to deliver a mixed-use employment precinct with advanced manufacturers, export focused businesses, integrated creative industry and housing diversity to contribute to a vibrant place to live and work.

Current investment:

- \$8M Federal Government and Council funded Edwardstown Oval Redevelopment delivering:
 - An integrated sports and community facility injecting.
 - \$2.11 m into the economy and creating over 56 jobs.
 - A vocational training facility with up to 325 job outcomes.
- \$40M Castle Plaza retail redevelopment to expand the shopping centre and create a high street with active frontages at street level and \$5.6M to install solar power.
- Bunnings investment \$45M.

Further investment is required to unleash the full potential of the district:

- Redesign of the local road network and improvements to streetscape amenity.
- Integration of public transport including a future train station.
- Provision for higher density housing (both stand alone and above compatible commercial and retail uses).
- Further development of the walking and cycling network, particularly the Adelaide to Marino Rocks Greenway.
- Realignment of Ackland Street, providing a connection between Raglan Avenue and the Edward Street/South Road intersection.
- Creation of high quality open space and Lifestyle Precinct.
- Rezoning to allow for new industries and new investment.
- Economic uplift and activation leading to business and jobs growth.

2.4 SURROUNDING SUBURBS

Edwardstown is strategically located along South Road within the City of Marion (see Figure 2.3).

To the east of Edwardstown is Melrose Park. It is located within the City of Mitcham. This suburb was once included in the suburb of Edwardstown, however, in 1989 Edwardstown was split. Melrose Park, along South Road consists of more industrial and commercial buildings.

North of Melrose Park is Clarence Gardens and Black Forest (City of Unley). These suburbs mainly consist of low and medium density housing, with some commercial and industry buildings along South Road.

To the South of Edwardstown is the Tonsley Innovation District. Tonsley brings together leading-edge research and education institutions, established businesses and start-ups, business incubators and accelerators, plus government and the wider community to connect and collaborate in Australia’s first innovation district.

The mixed-use district will support the transformation of South Australia’s manufacturing industry by providing a high quality, people-focused and knowledge-driven environment.

High-value manufacturing industries have been specifically considered in the planning of Tonsley. These include:

- health, medical devices and assistive technologies
- clean tech and renewable energy
- software and simulation
- mining and energy services

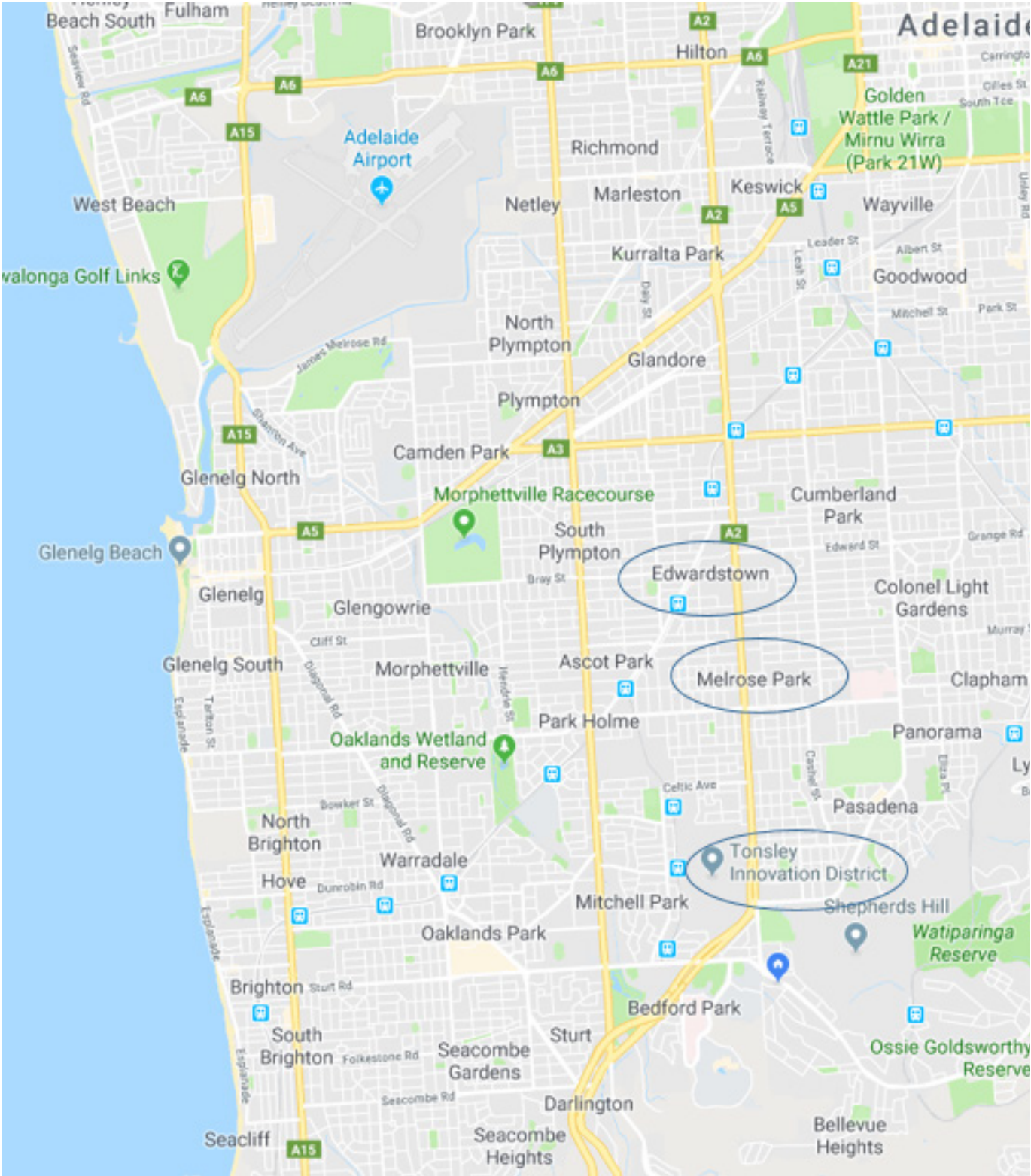


FIGURE 2.3: EDWARDSTOWN PRECINCT LOCATION WITHIN THE CITY OF MARION

3.0 PRECINCT ANALYSIS



1 Coongie Avenue, Edwardstown

3.1 PRECINCT COMPOSITION

The suburb of Edwardstown can clearly be divided into three distinct precincts:

- The Industrial and Commercial Precinct
- Open Space (Public Reserves)
- The Residential Precinct

A brief discussion of each precinct is provided below together with discussion of some of the issues, challenges and envisaged opportunities.

PRECINCT 1:
THE INDUSTRIAL AND
COMMERCIAL PRECINCT

The Industrial Precinct is located on the east side of the suburb, and on the west side of South Road. Vacant, undeveloped land, which is intended for the Castle Plaza redevelopment, divides the Industrial Precinct into two parts.

The north side of the suburb has industrial buildings, however there is also a higher mix of commercial buildings than that compared to the south side according to the Existing Land Use document provided by the City of Marion (see figure 3.3). The southern side includes Castle Plaza - the suburban shopping complex of Edwardstown which is owned by Vicinity Group.

PRECINCT 2:
THE RESIDENTIAL PRECINCT

This precinct predominantly contains low density residential housing in a grid street pattern with limited commercial development. The resident population is 4,435.

PRECINCT 3:
OPEN SPACE (PUBLIC RESERVES)

The public reserves are spread across the suburb, however there are only six in total, and they are small in area. They are as follows:

The *Crescent Reserve* is north-west of the suburb, with many trees for shade, a playground and benches.

Wright Street Reserve is central, with only trees for shade on the site. This site is the smallest in area out of the six existing park lands listed.

Dumbarton Avenue Reserve is west of Edwardstown, with parking located on the west, a playground, benches and a grassed play area.

Edwardstown Soldiers' Memorial Recreation Ground is west of the suburb and includes a children's play space, the local bowling and football club, cricket nets, oval, fitness equipment and a velodrome. This is the biggest existing park out of the list and it's technically not in Edwardstown, it's in South Plympton.

Weaver Street Reserve is west of the suburb and has a playground, seating, tennis courts and toilets.

Yanyarrie Avenue Reserve is south of Edwardstown and includes playground equipment, seating and small basketball courts.

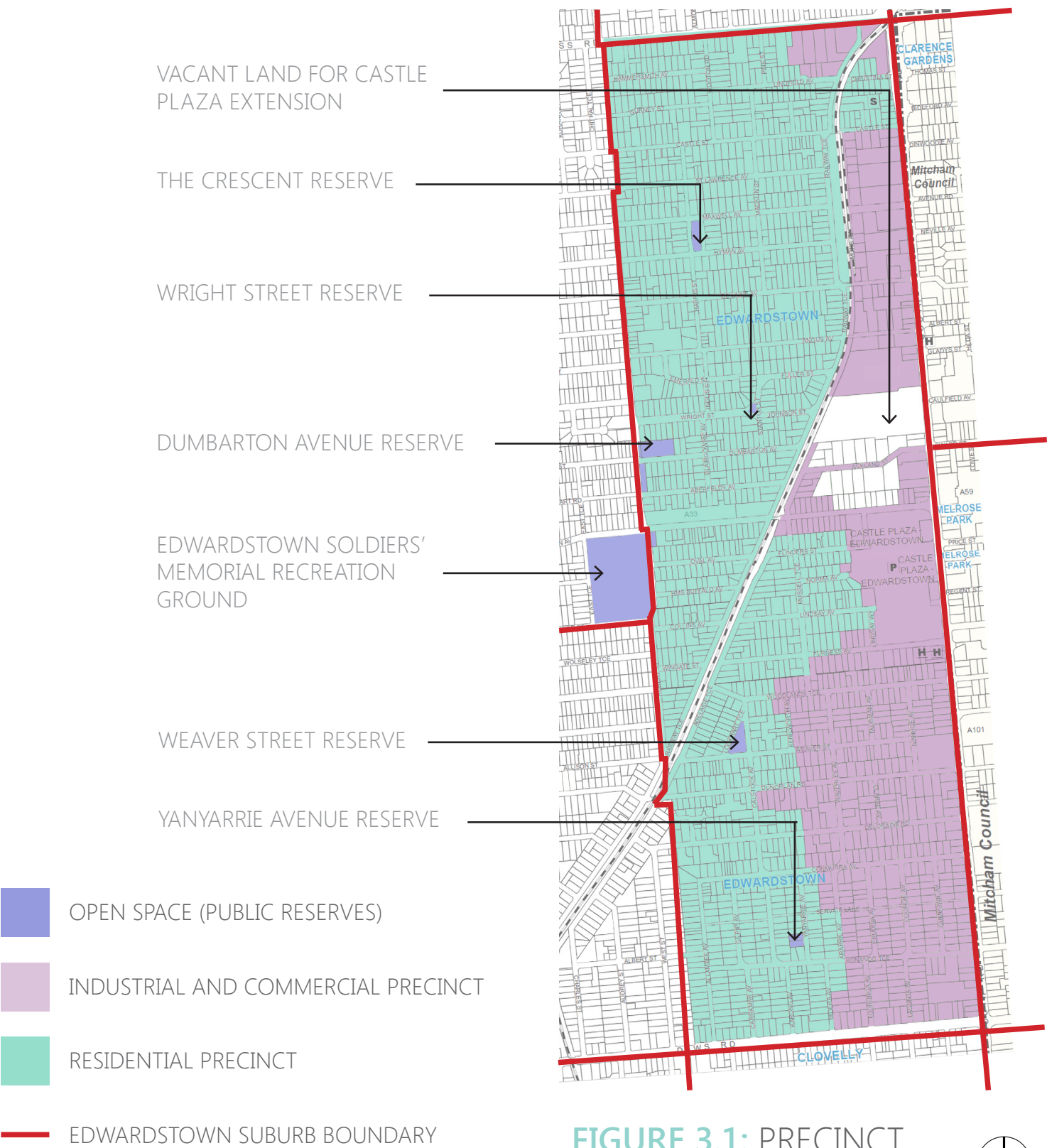


FIGURE 3.1: PRECINCT COMPOSITION

3.0 PRECINCT ANALYSIS

3.2 EXISTING LAND USE

Edwardstown is primarily composed of light industry and residential, however, there are a few key concentrations of activity:

- The Mixed Use zone along South Road, mainly comprised of retail uses of Castle Plaza.
- Other Commercial zones along South Road.
- Community space, reserves, a school and neighbourhood centres spread throughout the suburb.

The following plan identifies State Government zoning records for individual sites.

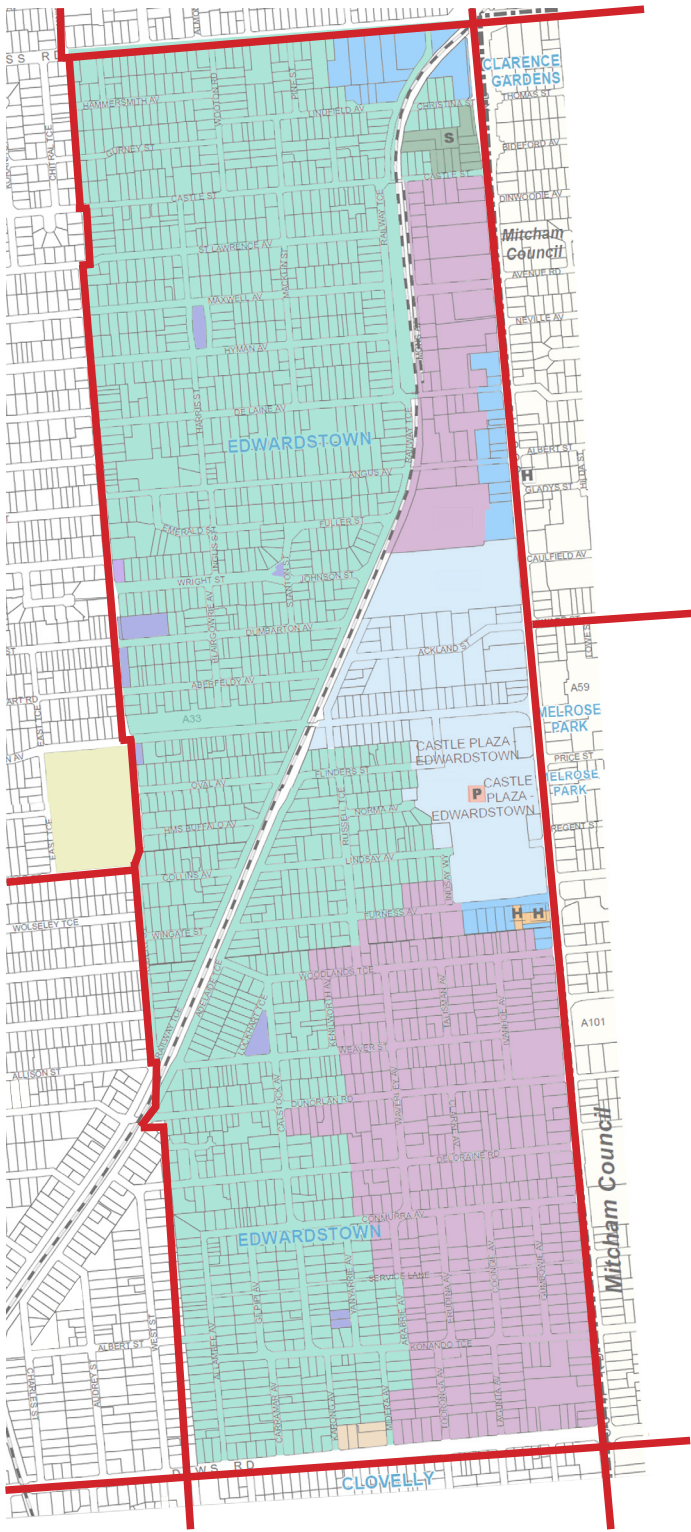


FIGURE 3.2: EXISTING LAND USE

3.3 DEVELOPMENT CONSTRAINTS

Figure 3.3 shows the zones located within Edwardstown and their constraints. Edwardstown has two zones within the boundary, Zone C and Zone D.

Zone C - All structures exceeding 15 metres above existing ground level.

Zone D - All structures exceeding 45 metres above existing ground level.

Development located on land subject to hazards as shown in figure 3.3 should not occur unless it is sited, designed and undertaken with appropriate precautions being taken against the relevant hazards.

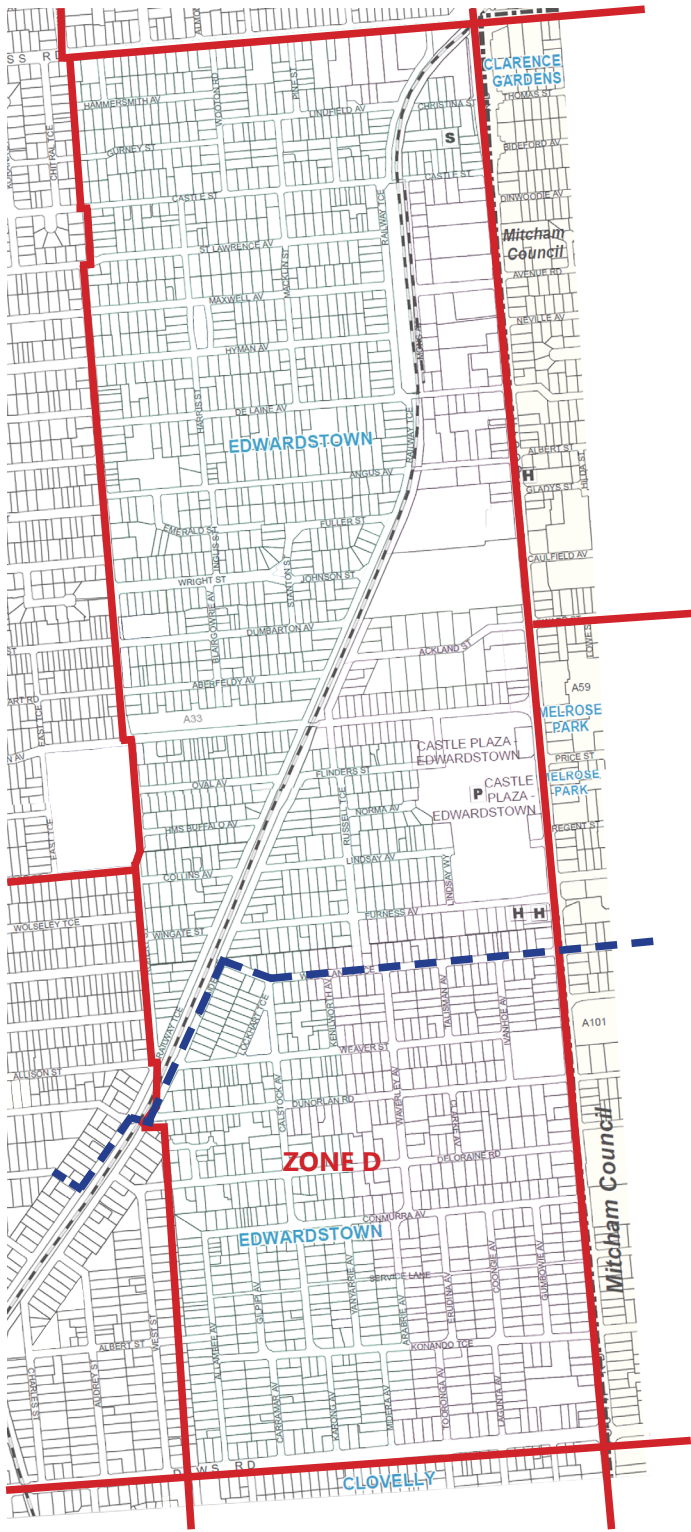


FIGURE 3.3: ZONES

3.4 CURRENT POLICY AREAS

Existing zoning is currently more focused on low scale, low to medium density housing (northern) and industry/commerce, followed by medium density and residential character.

The area which includes Castle Plaza was not shown on the Policy Area map to be within one of the following policies.

It is important to note that the current planning policies are presently undergoing changes to this area to make it more attractive for investment.

- 12 MEDIUM DENSITY
- 13 NORTHERN
- 16 REGENERATION
- 17 RESIDENTIAL CHARACTER
- 2 SOUTH ROAD
- 5 INDUSTRY/COMMERCE
- 22 RECREATION
- EDWARDSTOWN SUBURB BOUNDARY

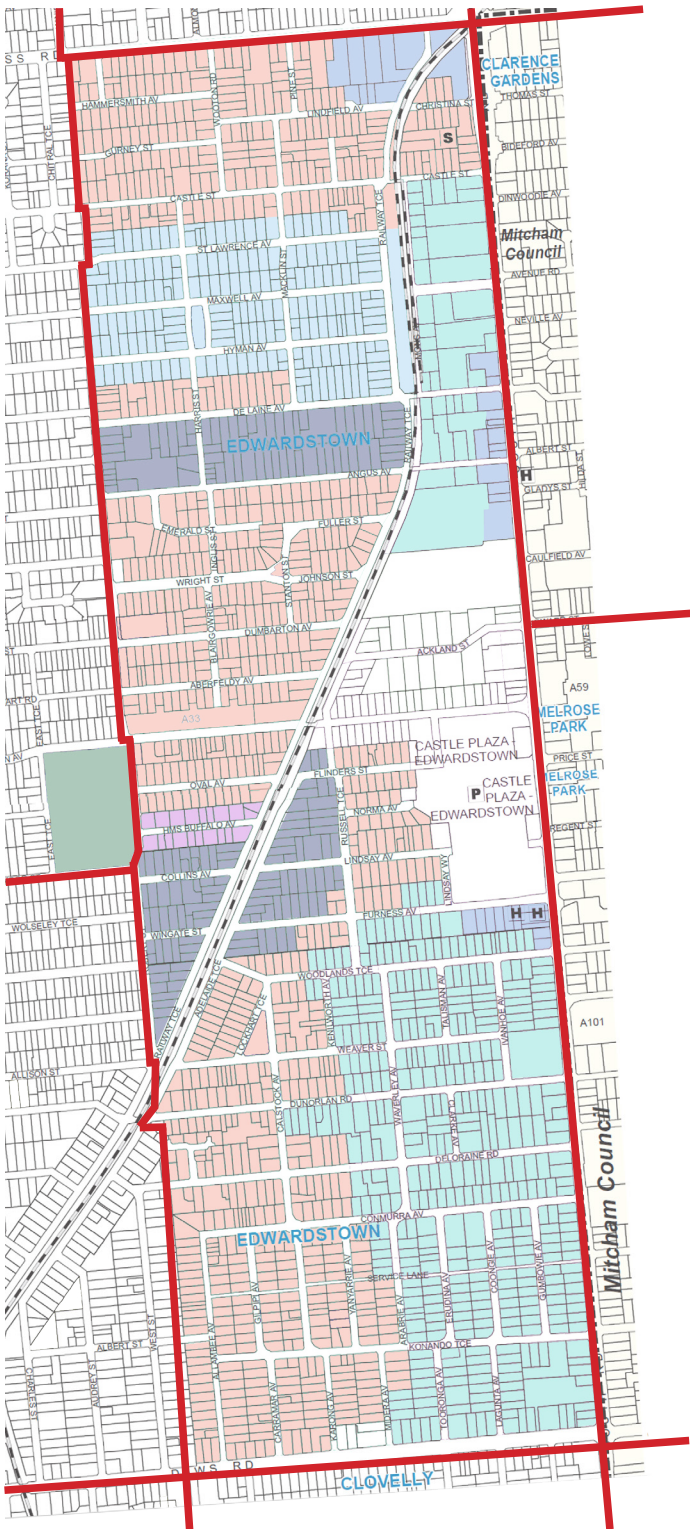


FIGURE 3.4: CURRENT POLICY AREAS

3.0 PRECINCT ANALYSIS






3.5 VISUAL CHARACTER ANALYSIS

Upon visiting Edwardstown the following features of the suburb were noted:

- Streetscape is becoming unsafe on South Road due to cracks, lifted pavers, and rocks from the asphalt on South Road being kicked up, creating an uneven surface.
- Limited landmark buildings and structures.
- Lack of vibrancy and colour.
- Limited walkability.
- Limited plantings and tree canopies, especially in the northern industrial and commercial area of the suburb.
- Hot urban setting due to limited shading.
- Signage littering along South Road - no consistency and limited legibility.
- Unsafe movement of vehicles and trucks.
- The entrance to Castle Plaza from Norma Avenue is not wheelchair friendly.
- Lack of easily identifiable entrance points and signage.
- Many vacancies.

Areas noted as having a visual character were:

- Angus Street and Erudina Avenue (Shown on map in purple).
- Messines Avenue (Heritage site, shown on map in blue, see table on the next page for number).
- South of the suburb there is a distinct difference in character. The south has more murals, cleaner landscaping and more tree canopies (Shown on map in aqua).

-  HERITAGE SITES, REFER TO TABLE
-  VISUAL CHARACTER AREAS
-  STREET MURAL/ STREET ART WALL
-  CHARACTER AREA
-  EDWARDSTOWN SUBURB BOUNDARY

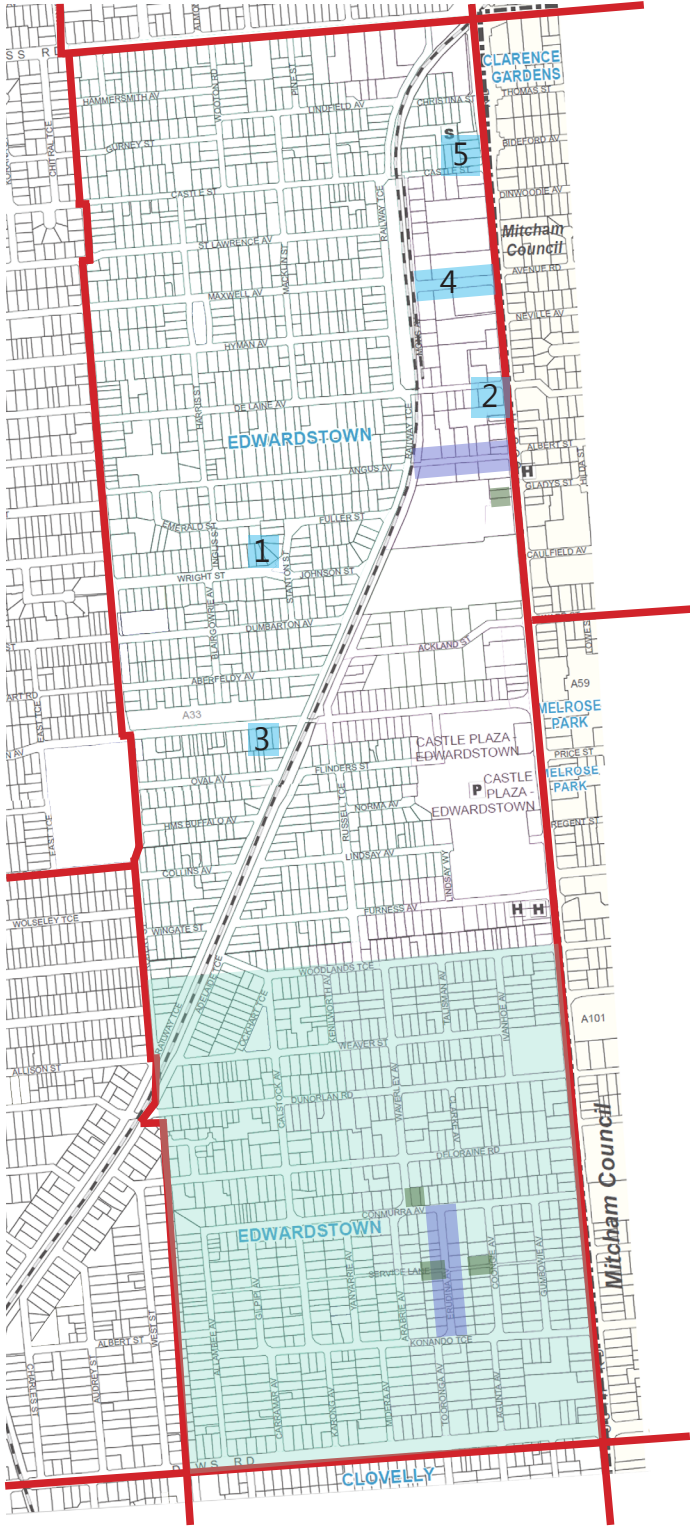


FIGURE 3.5: VISUAL ANALYSIS



Erudina Avenue.



Angus Street.



Street art on Coongie Avenue.



Street art on Erudina Avenue.



No vegetation on Woodlands Terrace.



Sign to St Anthony's School is pointing in the wrong direction.



Weeds covering the pathways on Mons Avenue.



Infrastructure damage on Weaver Street.



Cracked, unsafe paving along South Road, and surrounding streets of Castle Plaza.



The asphalt on South Road has kicked up on to the footpath, creating an uneven and unsafe space.



Entrance to Castle Plaza from Norma Avenue - not wheelchair friendly, and not welcoming to visitors and residents.



Small Edwardstown sign on Raglan Avenue, one of few markers of the precinct.



Messine Avenue has potential to be a social hub by an uplift of the public realm. At the moment, it is covered with weeds, graffiti and is primarily used for parking.



Vacant building on Castle Street.



Lack of colour and vibrancy on Waverley Avenue.



For lease sign on Raglan Avenue for a building with graffiti.

CHARACTERISTICS

Residential housing:

- Brick and rendered facades.
- Pitched roofs.
- Detached, single storey dwellings.
- Large rear gardens.
- Traditional, medium sized front gardens.
- Medium front setbacks.

Industrial and commercial buildings - Northern part of Edwardstown:

- Typically modernist “box” structures.
- Brick and rendered facades.
- Small to no front setbacks.
- Limited landscaping - and where there is, it is not taken care of.
- Limited to no street tree coverage.
- Maintenance issues.
- Limited amenity.

Industrial and commercial building - Southern part of Edwardstown:

- More tree canopies.
- Mural and street artwork.
- Cleaner landscaping.

3.6 HERITAGE AND HISTORIC CONSERVATION

Edwardstown has no state heritage listings, however it does have five Local Heritage Listings:

No. On Map	Address	Description	Ownership	Class
1	3 Wright Street, EDWARDSTOWN	Former shop and attached dwelling	Private	Local
2	926-928 South Road, EDWARDSTOWN	Maid of Auckland Hotel	Private	Local
3	1/57 Raglan Avenue, EDWARDSTOWN	Dwelling	Private	Local
4	Messines Avenue, EDWARDSTOWN	War Memorial; Avenue of trees located either side of Messines Avenue	City of Marion	Local
5	1 Castle Street, EDWARDSTOWN	St Anthony's Church and School; Red brick 1929 building facing Castle Street including side porch and rear lean-to	Private	Local



3 WRIGHT STREET.



MAID OF AUCKLAND HOTEL.



1/57 RAGLAN AVENUE.



MESSINES AVENUE.



ST ANTHONY'S CHURCH.

3.0 PRECINCT ANALYSIS

3.7 ACCESS AND MOVEMENT

Edwardstown is serviced by existing road, rail, bus and bike networks.

Figure 3.6 identifies the main arterial road networks. Figure 3.7 shows the passenger rail network and existing stations (Edwardstown and Woodlands Park), bus routes. Figure 3.8 identifies the greenways and bicycle routes.

Access and movement to the retail core of Castle Plaza is also shown. While Castle Plaza has adequate connections for a shopping centre of its size, there is considerable opportunity for improved legibility, in terms of visibility from South Road and Raglan Avenue to nearby bus stops and train stations.

- PRIMARY ARTERIAL ROADS
- SECONDARY ARTERIAL ROADS
- SECONDARY ROAD
- PUBLIC TRANSPORT
- BUS STOPS
- TRAIN STOPS
- RAILWAY
- REGIONAL EXISTING BIKE ROUTE
- MARINO ROCKS GREENWAY
- LOCAL EXISTING BIKE ROUTE
- EDWARDSTOWN SUBURB BOUNDARY

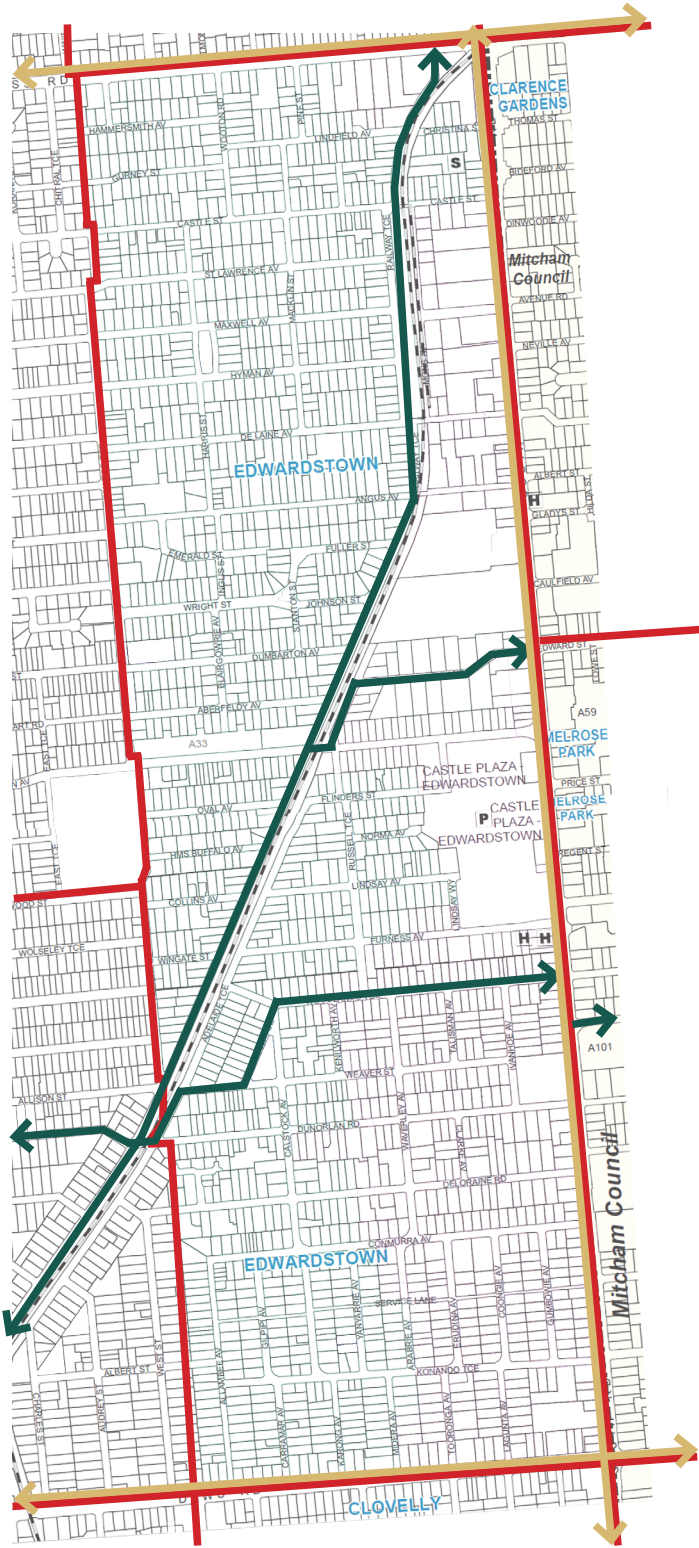


FIGURE 3.6: ACCESS AND MOVEMENT: CAR

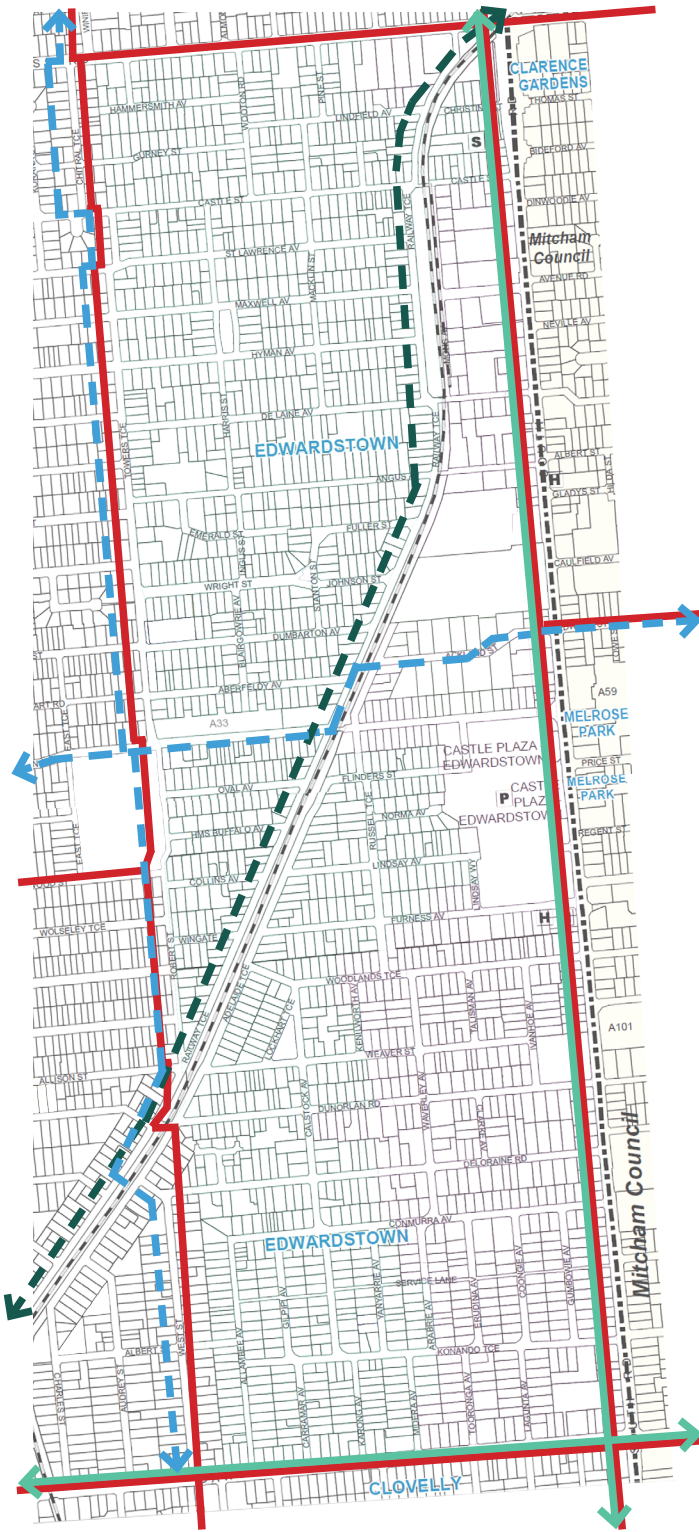


FIGURE 3.8: ACCESS AND MOVEMENT: BIKE AND GREENWAYS

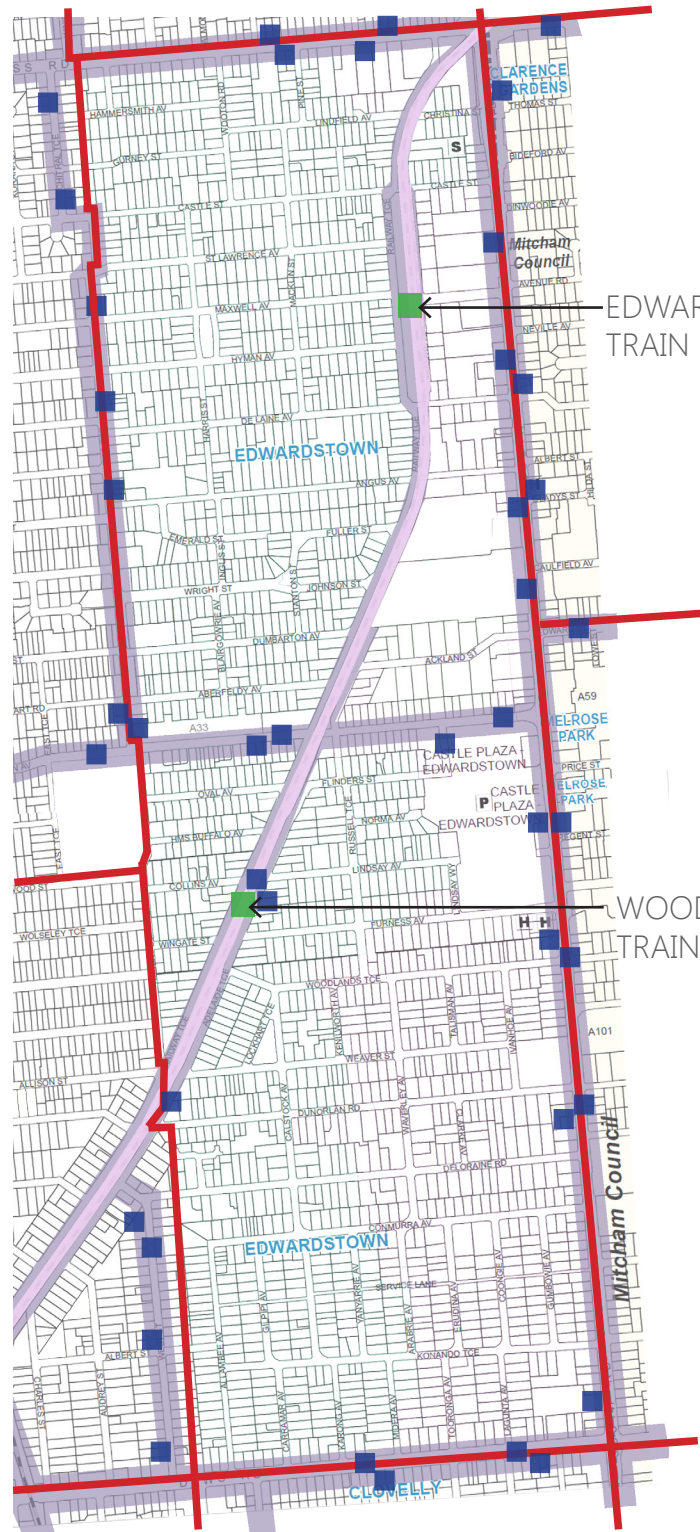


FIGURE 3.7: ACCESS AND MOVEMENT: PUBLIC TRANSPORT



3.8 ENVIRONMENTAL QUALITY

The railway and South Road are noise generators that will need to be addressed through building design techniques. Additionally, future building design needs to respond to the sun’s movement to avoid glare and reduce heat. Passive solar design considerations should be considered.

There is a noise and air emissions designated area* where Castle Plaza and surrounding commercial and industry businesses are located. There is no current noise and air quality data for this precinct.

URBAN HEAT (FIGURE 3.10)

South Road is home to the warmest areas in the City of Marion. Edwardstown has an average mean satellite-derived land surface temperature of 34.0 to 34.5 degrees Celsius. Therefore, there is an opportunity to reduce the energy output and use in the area, and to implement more greening of the space in order to reduce urban heat.

Heatwaves are known to cause greater morbidity and mortality than other climate extremes. The Resilient South Regional Climate Change Adaptation Plan states that increasing and improving the green spaces in our urban areas to mitigate heat will help increase the resilience of vulnerable people to a hotter future.

VEGETATION COVERAGE (FIGURE 3.11)

The employment area is red on the vegetation coverage map - especially in areas designated for industrial and commercial use. The impact of this means higher urban heat and a more uncomfortable space to be in.

*Information is from Development Plan Marion Council, Consolidated 29 November 2018, https://www.dpti.sa.gov.au/_data/assets/pdf_file/0007/247633/Marion_Council_Development_Plan.pdf

- NOISE AND AIR EMISSIONS DESIGNATED AREA
- SUN SET DIRECTION
- RESERVES
- TYPE A ROAD
- TRAIN LINE
- EDWARDSTOWN SUBURB BOUNDARY

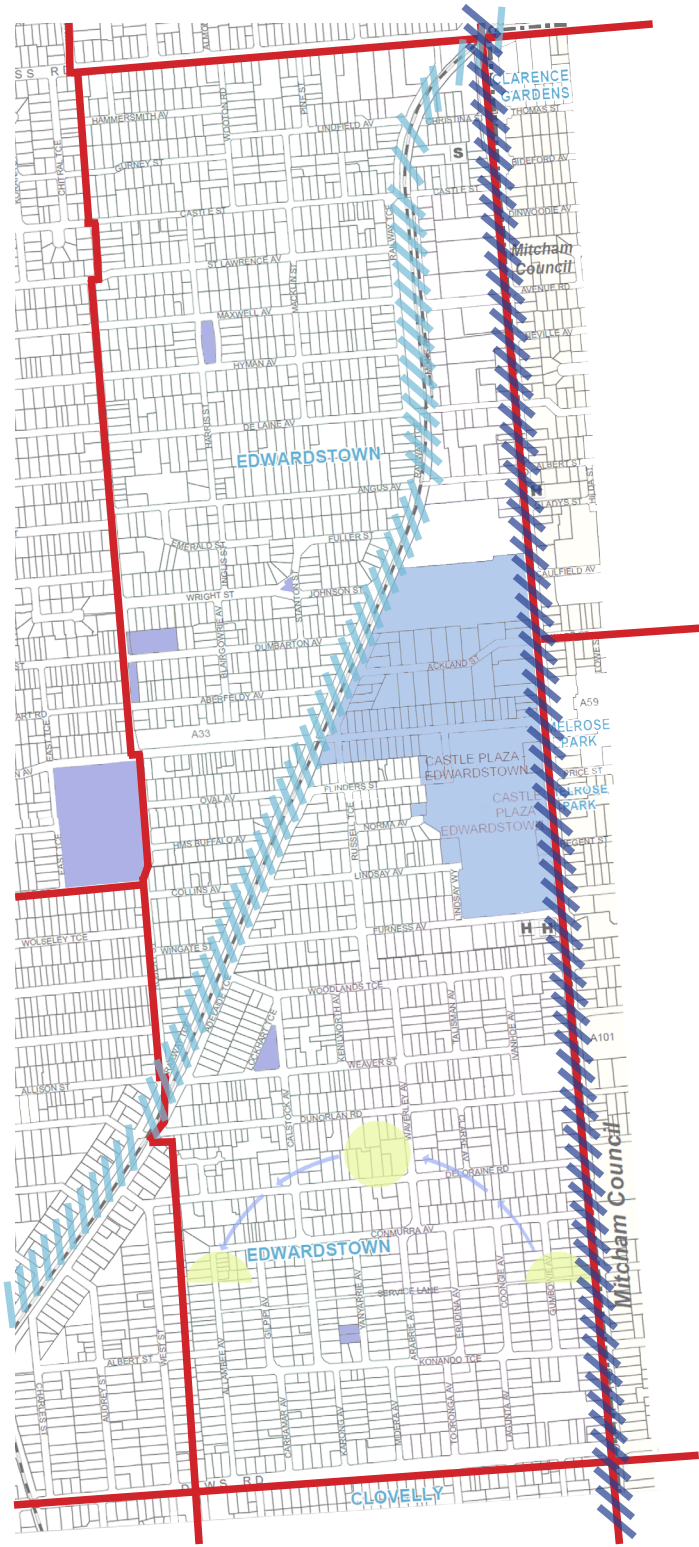
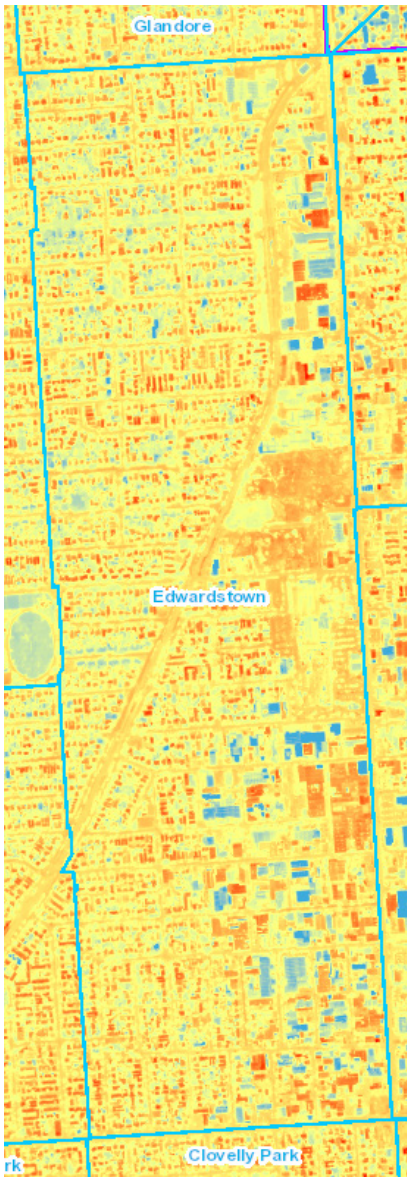


FIGURE 3.9: ENVIRONMENTAL CONSTRAINTS



- HIGH SURFACE TEMPERATURE
- MEDIUM SURFACE TEMPERATURE
- LOW SURFACE TEMPERATURE

FIGURE 3.10: URBAN HEAT MAP

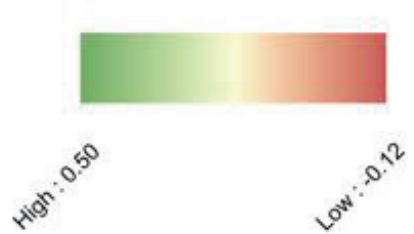
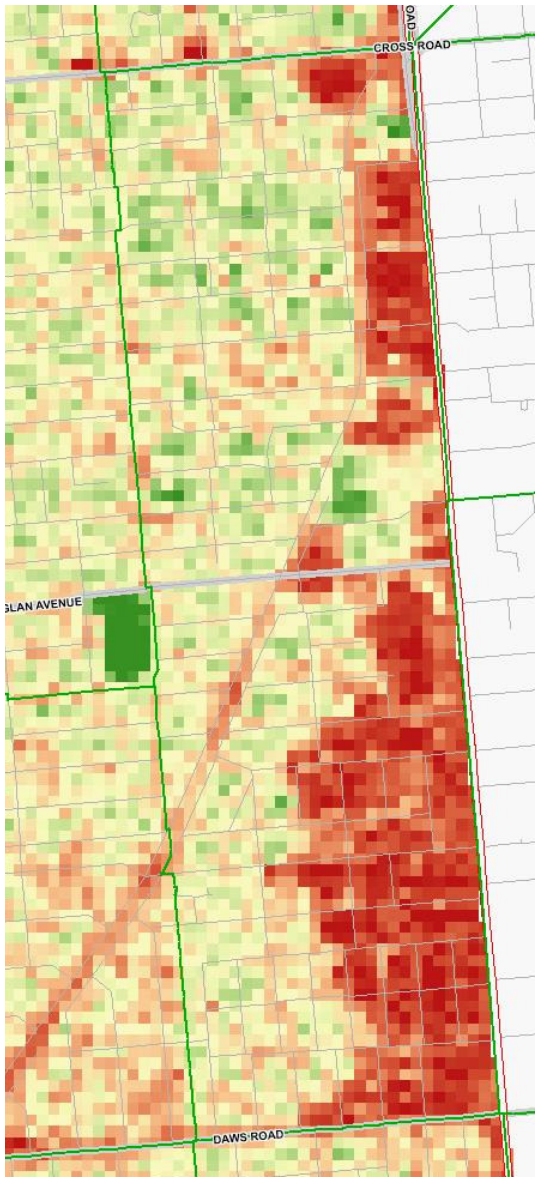


FIGURE 3.11: NORMALISED DIFFERENCE VEGETATION INDEX (NDVI)

4.0 DEMOGRAPHIC PROFILE

A demographic analysis of Edwardstown was conducted, shown here are the highlights. To see the full analysis refer to Attachment 1.



4.1 POPULATION



Resident population of **4,435**



Population density **19.08** persons per hectare
Greater Adelaide: 4.10 persons per hectare



66.5% are eligible voters (Citizens aged 18+)



90.7% are employed



80.6% are Australian Citizens



36 is the median age Australian Citizens



51% is female
49% is male

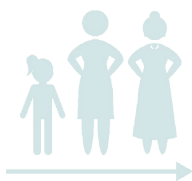
85.2%

Population over 15

1.8%

Aboriginal and Torres Strait Islander Population

ESTIMATED RESIDENT POPULATION EDWARDSTOWN
The graph demonstrates a stable population



4.2 AGE STRUCTURE

19.1%

Young workforce
Greater Adelaide: 13.8%

CHANGES IN AGE STRUCTURE FROM 2011 to 2016

+199

Empty nesters and retirees (60 to 69)

+198

Young workforce (25 to 34)

+85

Babies and pre-schoolers (0 to 4)

+63

Older workers and pre-retirees (50 to 59)



4.3 ANCESTRY

highest is English ancestry

33.9%

(followed by Australian 29.2%, Irish 10%, Scottish 8%, German 7.6% and Chinese 6.7%).
Greater Adelaide: 37.3%



4.4 BIRTHPLACE

3.5%

highest were born in the United Kingdom (followed by China 3.2%, India 2.7% and Malaysia 1.2%).
Greater Adelaide: 7.4%



4.5 OVERSEAS ARRIVALS

25%

of Edwardstown's population was born overseas



4.6 HIGHEST QUALIFICATION RECEIVED

22%

of Edwardstown's citizens have a University Qualification

Data collected from Community ID, accessed 23/01/2019



4.7 EMPLOYMENT STATISTICS

4.7.1 EMPLOYMENT STATUS

2,110	Size of labour force
9.2%	Unemployment Rate
58%	Population in the work force

4.7.2 INDUSTRY SECTOR EMPLOYMENT

JOBS HELD BY THE RESIDENT POPULATION BY INDUSTRY SECTOR

17.2%	Health care and social assistance
11.6%	Retail trade
9.3%	Education and training

4.7.3 OCCUPATION OF EMPLOYMENT

JOBS HELD BY THE RESIDENT POPULATION BY OCCUPATION

23.7%	Professionals
14.5%	Community and personal service workers
14.3%	Clerical and administration workers

CHANGES IN OCCUPATION FROM 2011 to 2016

+100	Community and personal service workers
+61	Professionals



4.8 METHOD OF TRAVEL TO WORK

8.5% travel by train
Greater Adelaide: 2.3%

+43 Number of employed people

CHANGES IN METHOD OF TRAVEL TO WORK FROM 2011 to 2016

+125 use car (as the driver)



4.9 HOUSEHOLD

4.9.1 HOUSEHOLDS WITH CHILDREN

21% Couples with Children

4.9.2 HOUSEHOLDS WITHOUT CHILDREN

36% Lone Person Households

4.9.3 HOUSEHOLD SIZE

37.6% of households have 1 person
Greater Adelaide: 227.4%



4.10 DWELLINGS

4.10.1 DWELLING STRUCTURE

1,148	Separate houses
980	Medium density dwellings
0	High density dwellings

4.10.2 NUMBER OF BEDROOMS PER DWELLING

32% have 2 bedroom dwellings
Greater Adelaide: 18.7%

5.0 ECONOMIC ANALYSIS

An economic analysis of Edwardstown was conducted, shown here are the highlights. This is a proportion of the City of Marion economy. To see the full analysis refer to Attachment 2.

The suburb of Edwardstown can be split into 3 destination zones as seen in Figures 5.1 and 5.2.

Zone one is the main industrial precinct of Edwardstown, while zone two is mainly commercial and zone three is residential.

Destination Zones		\$M	%	Area ha	%	\$M/ha
Edwardstown	1 Industrial	\$1,053.365	17.6%	107.650	1.9%	\$9.785
Edwardstown	2 Commercial/Industrial	\$250.894	4.2%	29.950	0.5%	\$8.377
Edwardstown	3 Residential	\$75.340	1.3%	98.530	1.7%	\$0.760
Sub-Total		\$1,379.599	23.1%	234.130	4.2%	\$5.892

FIGURE 5.1: THE THREE DESTINATION ZONES OF EDWARDSTOWN RANKED BY OUTPUT

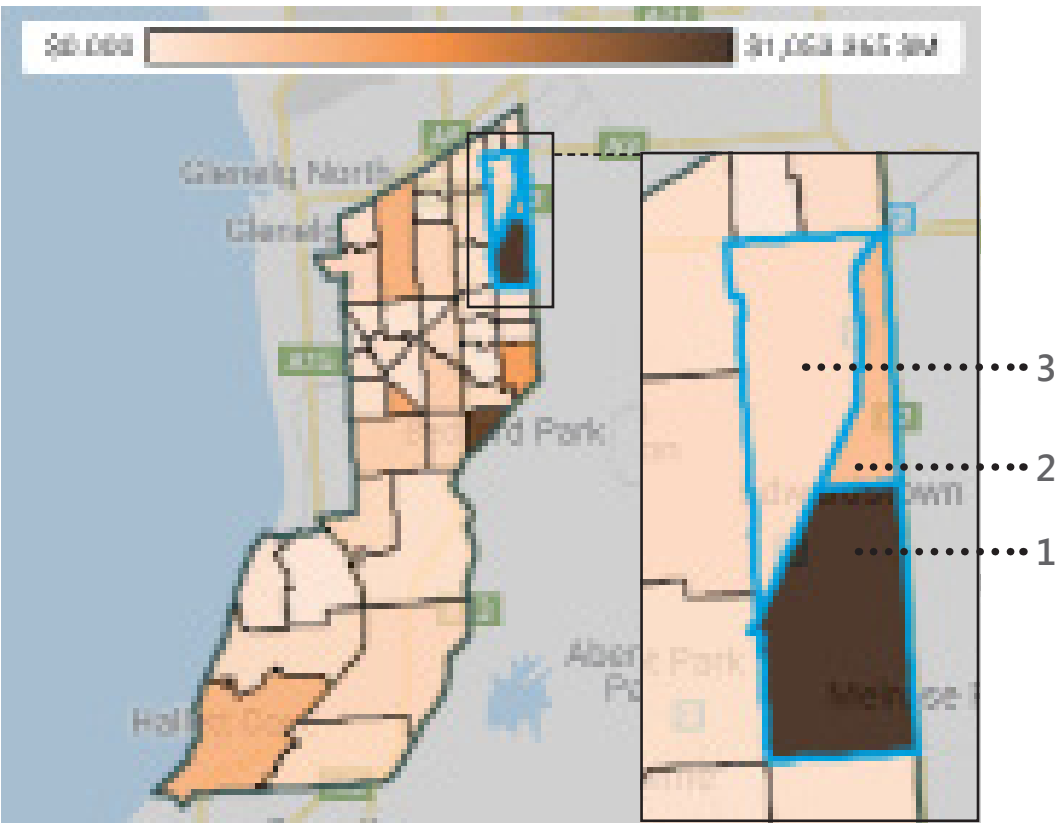
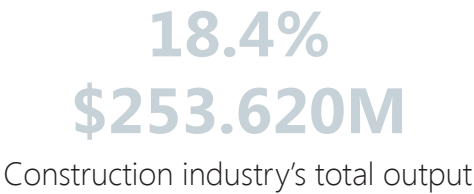
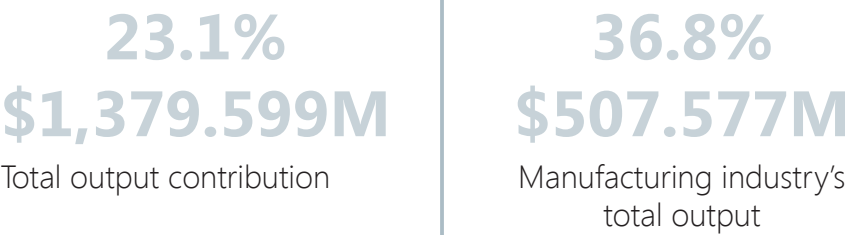


FIGURE 5.2: THE THREE DESTINATION ZONES OF EDWARDSTOWN AND THEIR LOCATION WITHIN THE CITY OF MARION



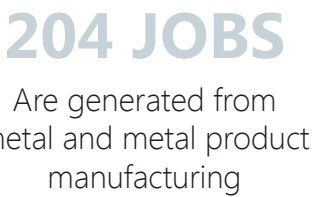
5.1 OUTPUT DATA



5.2 EMPLOYMENT



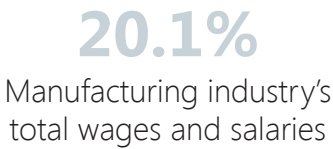
5.2.1 MANUFACTURING SECTOR EMPLOYMENT DATA



5.3 WAGE AND SALARIES



5.3.1 MANUFACTURING SECTOR WAGES AND SALARIES DATA



5.4 LOCAL SALES



Data collected from Remplan, accessed 30/01/2019



5.5 REGIONAL EXPORTS

24.8%
\$349.556M

Total region exports contribution

5.5.1 MANUFACTURING SECTOR
REGIONAL EXPORTS DATA

60.2%
Manufacturing industry's
total regional exports



5.6 LOCAL EXPENDITURE

24%
\$381.197M

Total local expenditure
contribution

5.6.1 CONSTRUCTION SECTOR
LOCAL EXPENDITURE DATA

34%

Construction industry's total
local expenditure

\$70.512M

Construction services total
local expenditure



5.8 VALUE ADDED

16.5%
\$507.716M

Total value-added contribution



5.9 BUSINESS COUNT

1,775
BUSINESSES

Total Businesses



5.10 NUMBER OF VACANCIES
LISTED ON COMMERCIAL
REAL ESTATE

49
VACANCIES

Total vacancies



5.11 KEY PROPULSIVE SECTORS

The industry sectors which are the key drivers of the City of Marion Region's economy in terms of regional exports, employment, value-added and local expenditure on goods and services (backward linkages) are detailed below.

Industry Sectors	Backward Linkages	Exports	Employment	Value-Added	Total
Construction	✓	✓	✓	✓	4
Financial & Insurance Services		✓	✓	✓	3
Health Care & Social Assistance		✓	✓	✓	3

FIGURE 5.3: BREAKDOWN BY INDUSTRY SECTOR

6.0 URBAN FRAMEWORK OPPORTUNITIES

A quick spatial analysis of the opportunities and constraints was undertaken and represented in three categories: Access, Amenity and Activation. These categories will be discussed below and can be used for guidance when considering the revitalisation of the Edwardstown precinct. Furthermore, this can help inform any further detailed investigation.

6.1 ACCESS

6.1.1 CASTLE PLAZA

- The entrance to Castle Plaza from **Norma Avenue is not welcoming and is not wheelchair friendly.**
- While Castle Plaza has adequate connections for a shopping centre of its size, there is considerable **opportunity for improved legibility**, in terms of visibility from South Road and Raglan Avenue to nearby bus stops and train stations - **way-finding.**
- A clearer path for **pedestrian access is needed at the rear of Castle Plaza**, near Brook Street and Flinders Street, as currently pedestrians walk through the car access area.
- The creation of an integrated transport solution which **balances access to and within the centre of Edwardstown (Castle Plaza)** by all modes.
- Consideration given to **managing parking supply and encouraging the use of public transport, walking and cycling.**



Entrance to Castle Plaza from Norma Avenue - not wheelchair friendly, and not welcoming to workers and residents.



Exit sign from Castle Plaza with poor surrounding landscape.



Entrance to the rear of Castle Plaza near Flinders Street, with no clear pedestrian access.

6.1.2 RAILWAY AND PUBLIC TRANSPORT

- **Legibility in terms of way-finding** should be improved to direct people to and from Castle Plaza.
- **Weeds along paths**, making it uncomfortable to walk - especially along Messines Avenue, close to St Anthony's School where children will be walking, and further along Mons Avenue close to local businesses.



Existing sign could be amended to allow for way-finding to popular areas in the suburb.



The railway exit could be improved and made more aesthetically pleasing. Additionally the functionality of the space could also be improved to provide way-finding signs to popular areas in the suburb such as Castle Plaza.



Graffiti on the Edwardstown sign should be removed for better clarity and a sense of pride in the suburb for residents.



Weeds along Messines Avenue, this trend continues up until Mons Avenue.

6.1.3 ROAD IMPROVEMENTS

- Only 13% of Edwardstown’s population take public transport to work.
- Suggests that the **public transport of the area could be improved** to encourage more visitors and residents to use it.
- Also suggests that the **roads should be improved** for the 65.7% of Edwardstown’s population that drives, especially along the main arterial road of South Road.
- 77.2% of Edwardstown residents own their own car.
- This can help support the need for **road improvements** in the area, especially **along South Road**.
- Better **freight movements**.
- There is a need to develop an **interconnected framework of street, promenades and open spaces**.
- **Visual and physical connections and linkages** should be encouraged to provide integration of existing residential communities with the new Edwardstown.
- **Direct linkages beyond the suburb** utilising the existing rail network.

6.1.4 ENTRANCE POINTS

- The suburb **lacks easily identifiable and aesthetic entrance points**, with only small signs from The City of Marion along Cross Road and Daws Road. More clarity is needed along these streets, in addition to South Road.
- Additionally, similar signs are found along Raglan Avenue, however, they **do not contribute to the lively and welcoming atmosphere that is hoped for Edwardstown**.



Small Edwardstown sign on Raglan Avenue, one of few markers of the precinct.



Paving issues along South Road,



Asphalt issues on Raglan Avenue.

6.0 URBAN FRAMEWORK OPPORTUNITIES

6.2 AMENITY

6.2.1 PAVING/STREETSCAPE

- **The area around Castle Plaza is in need of new landscaping around the site as paving is becoming unsafe** as it is cracked and lifting up.
- Rocks from the asphalt on South Road are being kicked up and creating an uneven surface on the footpaths.
- **Limited plantings and tree canopies** in the area, creating a high heat index and uncomfortable space to be in during warmer weather.
- **Graffiti.**
- **Weeds against buildings**, making businesses / public realm look undesirable.



Cracked, unsafe paving along South Road, and surrounding streets of Castle Plaza.



Example of how the asphalt on South Road has kicked up on to the footpath, creating an uneven and unsafe space.



Graffiti on Wilfred Street.



Weeds against a building on Messines Avenue.



More tree canopy coverage is needed along streets such as Woodlands Terrace.



Poor and unloved landscaping along South road.



Poor and unloved landscaping and planting along Mons Avenue.

6.2.2 COMMUNITY/RECREATION SPACES

- Median age is 36.
- Young workforce (25-34) and parents and homebuilders (35-49) are the primary residents.
- Therefore, more **parks and open community spaces** are important.
- Largest change in family/household types in Edwardstown between 2011 and 2016 was an increase in couples with children.
- Suggests that the suburb is **becoming a more family friendly and orientated area** and will require more parks and open community spaces.
- Limited public nodes that provide **points of interest for visitors and residents**, potential for more art nodes to be added.
- Edwardstown has a relatively **limited supply and distribution of large open space**.
- A **mix of parkland, focused around key destinations or as key destinations themselves**, similar to the existing Edwardstown Soldiers' Memorial and Recreation Ground, should be established to meet a diverse range of needs of local residents, workers and visitors. They should be designed to exhibit different character attributes relative to their location, function and urban form.

6.2.4 DWELLING TYPE

- There is currently no high density housing options in Edwardstown.
- Therefore, it is worth considering **high density housing** within Edwardstown as there is a market for this since there is a large amount of 25-34 aged residents in the area due to the close proximity to the CBD.

6.2.3 HERITAGE SITES

- Edwardstown has no state heritage listings, and only five Local Heritage Listings. These listings impact the nature of redevelopments able to occur on affected sites, but additionally, due to the limited amount of heritage listings it **demonstrates the need to bring a special sense of place to the suburb** of Edwardstown.
- **Signage on the corner of Messines Avenue and South Road to St Anthony's school and church is incorrect.** Signs are pointing in the direction of Messines Avenue, however, the church is further along South Road, situated on the corner of Castle Street.
- **Messines Avenue** should be improved as currently is not being celebrated as a war memorial site, it is being used purely for parking purposes and is covered in weeds. The site **has potential to be used as a social space**.



Sign to St Anthony's School is pointing in the wrong direction, it is further along South Road, on the corner of Castle Street.



Messine Avenue has potential to be a social space due to the high tree coverage, however, the site is covered with weeds, graffiti and is currently primarily used for parking.

6.0 URBAN FRAMEWORK OPPORTUNITIES

6.3 ACTIVATION

6.3.1 LANDMARK SPACES

- **Limited landmark buildings, community and recreation spaces** in the suburb - there are no large spaces for the community and workers to gather - especially along South Road where the workers are situated.

6.3.2 UNWELCOMING STREETSCAPES

- **Issues brought forward in 6.2 need to be addressed** in order for people to want to be in the suburb.



Graffiti on Wilfred Street.



Weeds against a building on Messines Avenue.



More tree canopy coverage is needed along streets such as Woodlands Terrace.



Poor and unloved landscaping along South road.



Poor and unloved landscaping and planting along Mons Avenue.



Cracked, unsafe paving along South Road, and surrounding streets of Castle Plaza.



Example of how the asphalt on South Road has kicked up on to the footpath, creating an uneven and unsafe space.

6.3.3 INVESTMENT

- High amount of **“for lease” signs** in the area, suggests **difficulty in attracting investment**.
- **Vacancies need to be reduced** and there is a need for new investment.
- **Opportunity for one of the many vacant buildings to become a coworking creative space** so that Edwardstown can become better activated with more residents and workers wanting to use the space.
- It is suggested that the **surroundings of vacant buildings will need to be landscaped** in order to welcome new businesses into the area.



For lease sign on Raglan Avenue for a building with graffiti.



For lease sign on South Road.



For lease sign on Castle Street.

6.3.4 BUSINESS GROWTH

- **Collaboration of high concentration of manufacturing and construction businesses** to reduce costs and reinvest into general economic uplift.
- **Diversification** into attracting new industry sectors.



Bone Timber.



A.H. Beard.



Element Control Systems.



Snack Bar.



Cashflow.



Castle Plaza.
Vicinity.



Who Design.



Challenger.



Tonkin Schutz.



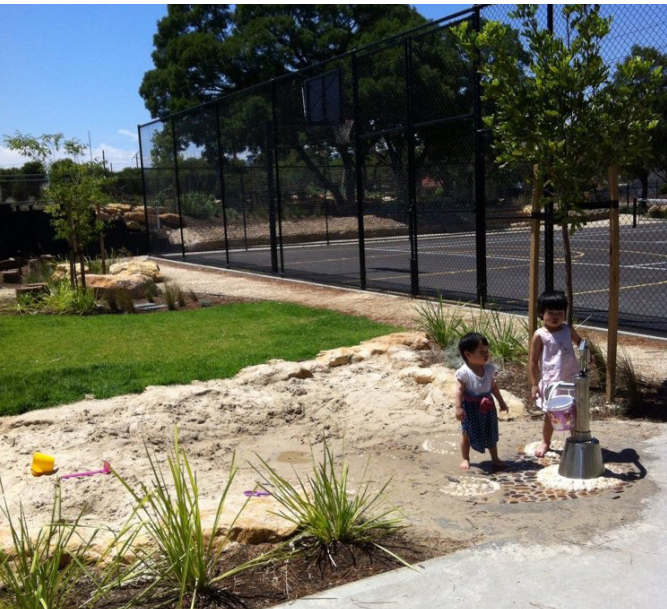
Delway.



Ten22.



Lambda Scientific.



Edwardstown Soldiers' Memorial Recreation Ground



3 Wright Street



Maid of Auckland Hotel



Edwardstown Football Club

DRAFT – Feedback from the Revitalisation of the Edwardstown Employment Precinct Forum

Forum Held: Thursday, 23 May 2019, 4:30 PM to 7:45 PM.
 Number of Attendees: 90 people.
 Workshop Facilitators: Brett Grimm, Elaine Delgado, Greg Salmon, Mark Griffin, Marg Edgecombe, Liz Byrne, Ann Gibbons.

Consultative Committee Nominations:

Chair: Deputy Mayor, Tim Pfeiffer

Nominees:

Heather	Holmes-Ross	City of Mitcham
Eldert	Hoebee	Plenty Catering Co
Brenton	Caddle	Caddle Crash Repairs
Val	Gava	Devon Clothing
Katarina	Steele	City of Mitcham
Lisa	Akers	Apex Home Improvements
Philip & Paula	McIntyre	
Trevor	Hayley	Funeral Civil Celebrant
Kelly	Keates	Zonge Engineering and Research Organisation
Saxon	Smith	McGees
Fred	Ettore	McGees
George	Mocatta	George Mocatta
Tricia	Butterfield	
		City of West Torrens representative TBA
		City of Unley representative TBA

Summary of Feedback from the Workshops:

- Priorities were identified on the evening by placing a coloured spot. Note not everybody placed a spot.
- Consistent themes produced across each theme.
- Ongoing communication and consultation is key.
- Review and refinement of priorities and actions after the forum.

DRAFT – Feedback from the Revitalisation of the Edwardstown Employment Precinct Forum

Access

Access - Issues	Access - Barriers	Access - Opportunity
<p>Priorities:</p> <ul style="list-style-type: none"> Industrial height versus domestic traffic amenity and streetscape function Need to spread out current pockets of housing trust dwellings with related social problems and unsavoury behaviour Traffic management during north south road corridor construction Bus and train stops are either poorly designed, look ugly, have no or limited shelter Waiting for multiple trains at Raglan Crossing. <p>Recorded comments:</p> <ul style="list-style-type: none"> Potential to lose small business during construction of the north south corridor Small business concerns – limited trade due to South Road bypass Towers Terrace traffic congestion Speed bump Delaine Avenue Parking limited at Woodlands Park Station. This limits Use / Access. Even though there is a flyover at Cross Road and South Road intersection, traffic is still slow during rush hour Railway line traffic congestion Rail crossing wait time at Angas Avenue Difficult to turn right from Angas Avenue into South Road Turn right traffic light optional at Edwards 	<p>Recorded comments:</p> <ul style="list-style-type: none"> South Road north-south corridor upgrade plans Rail at South Road / Cross Road. Grade separated. Turning into Cross Road creates congestion. South Road. 	<p>Priorities:</p> <ul style="list-style-type: none"> Separation of the bicycle network from freight trucks. So many awesome alleys and side streets. More street art – the one on Arabrie is fantastic. Raglan Avenue overpass for vehicles where train line is. <p>Recorded comments:</p> <ul style="list-style-type: none"> All bus stops should have a separate lane that is not along the main road to maintain flow. Corridor for public transport only. Then small business can still survive from the traffic change and also create more job opportunities. On and off roads at Cross Roads and Daws Road for North South Corridor a MUST. Consideration of different modes of transportation eg. Motorcycles (spatial allocation) Opportunities for infrastructure that enables motorised scooters – train station hubs less cars on road. Electric cars and scooters / power charging docks. Vision for the North-South Corridor development Improved environment for walking and cycling Gateway / entrance statements Development of a hierarchy of movement Access to public transport Collaborative environment for freight consolidation / sharing. More cafes. Central parks for cars.

DRAFT – Feedback from the Revitalisation of the Edwardstown Employment Precinct Forum

Access - Issues	Access - Barriers	Access - Opportunity
<p>Street and South Road intersection</p> <ul style="list-style-type: none"> • Traffic congestion management to turn right into Raglan Avenue from South Road • Access for residents during roadworks eg. Raglan Avenue (and / or the footpath) during activation of the area. • Dunorlan Road – Train congestion at the crossing • Insufficient vehicle parking for businesses and customers • Freight movement / access to key ports • Effective east/west connectivity • Ease of movement for industry related traffic through residential streets • Ease of movement within the Edwardstown precinct • Insufficient walkways / bikeways that lead to and from destinations. • Need to improve Castle Plaza traffic flows. • Aclan – Edward Crossing. • Conflict between residents and business. ie. Parking and noise controls. • Aesthetics of car parks – more parks and more trees required. 		<p>Feedback after the Forum:</p> <ul style="list-style-type: none"> • South Road is the barrier of all barriers and the solution is the key to unlocking all the opportunities. As the key transit spine and access portal, the solution will drive much of the overall infrastructure and the structure of the overall master plan. • E W linkages key to the successful integration and reinforce and redefine the centre of Edwardstown. • How do you get away from the heavy engineering approach? Tunnel is current favourite but impact is massive particularly on passing trade opportunity needs to addressed a creative hi tech way ? <ul style="list-style-type: none"> ○ Look at alternative options for South road modelled on Poynton or similar ○ Spread the load with alternative feeders. • The current car only access model needs to be challenged and more emphasis on pedestrian experience if you want people to stay. • The idea of shared parking pods as parks with pedestrian links or shuttle services was discussed. • History is strong and should help to build the narrative and link the past with the future. • Pedestrian experience to be given a high priority.

DRAFT – Feedback from the Revitalisation of the Edwardstown Employment Precinct Forum

Activation

Activation - Issues	Activation - Barriers	Activation - Opportunity
<p>Priorities:</p> <ul style="list-style-type: none"> • Lack of a start-up space • Uncertainty – Hills Site, Castle Plaza Redevelopment, South Road • Traffic – easier access to shopping areas • Right price for space • Land Lord expectations (market forces) • Carparking losses. <p>Recorded comments:</p> <ul style="list-style-type: none"> • Streets that lack 'life' • Too many building vacancies • Insufficient opportunities to connect with other businesses • Insufficient investment in the area • Not attracting businesses that bring more workers and customers to the area • Economic growth • Car parking • Illegal parking • Speeding – Conmurra and other locations • Great location • Building condition • Zoning • Lack of transient space • No homemaker centre space • Wrong tenancies / buildings available • Transient workforce • High prices • "Needs Analysis" conducted to check needs met and not over supply (eg. Too many cafes). 	<ul style="list-style-type: none"> • Legislation/regulations • Capacity for precinct growth • Economic models that can drive growth • Precinct's competitive advantages • Future value chains • Current zoning • Lack of modern retail space (smaller tenancies) • Cheap space – but not currently useable in current form. • Current zoning – stopping flexibility • Low tech business promotion. • Commit to action – don't just talk. • Footpaths – not wide enough and not repaired. • Unclear future of South Road and Hills Site. • Unclear future streetscapes. • Zoning • Lack of short term leasing (incentives). • Poor pedestrian experience (too car dominant). • Zoning – when properties lease / sell they change. • Council attitude. • Council planners – timely decision making about planning. • Lack of 'care and respect' for local community. • Future of South Road. 	<p>Priorities:</p> <ul style="list-style-type: none"> • Redevelopment / Zoning • Have a Start-Up Space • Trees • Shared car parking spaces / areas. • Research global solutions for contaminated sites (Hills) for ideas / solutions. • Improve walkability / cycling. • Target audience is our young families. <p>Recorded Comments:</p> <ul style="list-style-type: none"> • Establishment of an Edwardstown business group to guide the precinct development to move forward • Information / skills / machinery or technology sharing • Attraction of new sectors / industries • Identifying synergies between industry sectors • Identify local measurements / KPIs of economic performance • Management of the sharing of waste. • Sharing of security services • Reduction of energy costs • Use of disruptive technologies: adaptive manufacturing and rapid prototyping; robotics and automation; data driven decision making; virtual and augmented reality; machine learning and artificial intelligence; block chain • Industry 4.0 – links to the factory of the future • Circular economy – generating value from waste / other people waste. What waste is currently being generated? • 5G • Succession planning

DRAFT – Feedback from the Revitalisation of the Edwardstown Employment Precinct Forum

Activation - Issues	Activation - Barriers	Activation - Opportunity
<ul style="list-style-type: none"> • 49 commercial vacancies. • NBN connection. • Lack of certainty around South Road development – leading to uncertainty of landlords. • Make property owners keep vacant properties tidy. • Cheaper leases – better time limits for increased flexibility. • Untidy streets – hard rubbish removal, weeds, footpaths (not timely enough). • Zoning – less manufacturing being allowed. • More manufacturing. • Future of South Road. • If you plant trees – water them. • Decide on what the area is – Industrial NOT residential. • Existing gum trees drop too much litter for gophers. • 	<ul style="list-style-type: none"> • Poor pedestrian access. • Residential options. • Zoning • Short term leasing. • 	<ul style="list-style-type: none"> • Smart cities • Economic growth – networking and collaboration • Incubator for start-ups and scale-ups • Creative industries / other industry development • International trade • Supply chain / value chain inputs • Re zoning • Rate relief • Levy to put towards projects that enhance the precinct as a place for investment • High speed internet • Landing Pad for start-ups out of Tonsley • Creative / Design Space • Repurposing Space • Have a Transient Place • Attract a Home Maker Centre (Like Mile End) but smaller • Greater variety of buildings / tenancies • Create Precincts • Use technology to promote the precinct • Work with property owners to create smaller tenancies, eg. Model currently being used in Hindley Street. • Hills site needs to be sorted and upgraded. • Vacant land redeveloped at Hills site. • Entertainment Hub. • Childcare / Community Hub. • Community Development Work – Caring for our Community • Hills Site – Carparking at the bottom / housing and retail at the top. • Car parking for dual use – carpaking M – F then Skate Parks / other at other times. • Consider access from other directions not just South

DRAFT – Feedback from the Revitalisation of the Edwardstown Employment Precinct Forum

Activation - Issues	Activation - Barriers	Activation - Opportunity
		<p>Road.</p> <ul style="list-style-type: none"> • East / West connection and access. • Not just a north south connection. • More warehouse and carparking opportunities. • Celebrate the area: build on the history. Shout Edwardstown's silent achievers from the rooftops. • Flexible leasing arrangements such as profit sharing for rental (margin of profits) – allows start-ups to enter the area. • Begin pre-planning of the business to allow for short, medium and long term leases of vacant properties. • Pop-Up business, eg. At Christmas Time. • Laneway bars. • Family entertainment – playgrounds and play cafes. • Interactive public art. • Kaurna acknowledgement of country within the business sector for business and place, like a brand south Australia promotion. • "I Choose SA" brand "I choose Edwardstown" <p>Feedback received after the forum:</p> <ul style="list-style-type: none"> • Precinct needs to be defined and identified as a place. This is a town centre project or equivalent • Any review, mapping and opportunity analysis should be a full integration of the whole precinct, regardless of council boundaries....it was originally one place and hub after all. • Need a joint venture initiative, development authority for the whole precinct which is a cooperative local lead organisation (similar to the ideal RSA model but without the politics) This will get serious attention and attract funding. Particularly with the Economic benefit modelling. • Set up funding for the development authority

DRAFT – Feedback from the Revitalisation of the Edwardstown Employment Precinct Forum

Activation - Issues	Activation - Barriers	Activation - Opportunity
		<ul style="list-style-type: none"> ○ Study and visioning money ○ Early activation money's ○ Marketing and lobbying money ○ Consultation and engagement • Big challenge is how to manage the Bunnings factor ,whilst it is a very positive inclusion and a coup, its presence sets a massive precedent, in terms of grain and character. Especially as it is right on the back edge of the footpath ? • Review zoning and set up DPA to facilitate activation with multi use

DRAFT – Feedback from the Revitalisation of the Edwardstown Employment Precinct Forum

Amenity

Amenity - Issues	Amenity - Barriers	Amenity - Opportunity
<p>Priorities:</p> <ul style="list-style-type: none"> • Street parking – very limited in some streets. • Do not remove heritage trees on Angas Avenue and maintain so that they are safe. • Trees to be reinstated in Castle Plaza Car Park. • Uncertainty of the old Hills Site / Castle Plaza Redevelopment. • Severe lack of trees. • Hot • Looks tired – uninviting. • Empty sites – especially Hills – do something – don't leave it vacant – needs a gap filler program <p>Recorded Comments:</p> <ul style="list-style-type: none"> • Unattractive streets – no trees/no uniform trees. • Unattractive building façades. • Does not feel safe. • Does not appear clean. • Nowhere for people to spend time in the public realm, e.g. locations with seating, bike parking, drink fountains. • Insufficient destinations for people to walk to, e.g. cafes, convenience stores. • No parks or green spaces. • Parking. • Traffic movement can be difficult. • Interface between industry and residential uses. • Value of land use not being maximised. • Heat Island. • Lack of parking. • Street parking time limit. • Traffic through hills site area. 	<ul style="list-style-type: none"> • Legislation/regulations. • Existing infrastructure old and struggling • Angas Avenue needs community cleaning up. • Railway lines crossing and cutting. • Zoning. • Main South Road as a thoroughfare to the City. • Perception of a 'drive through' area. • No green – too Hot • Introducing new things that can create an impact. • Castle Planting needs to replant trees. • Parking. 	<p>Priorities:</p> <ul style="list-style-type: none"> • More mixed usage zoning. • More co-working spaces. • Opportunities for short term warehouse co-hab spaces • Increase the number of education establishments and facilities. • Parking areas for retail and business • Inter-promotion of business in the area. • Close proximity between industrial and residential – Take the residential feel into the industrial environment. • Encourage cycling to work – but needs a nice safe environment to cycle. • Family facilities – playgrounds, parks, open space • Trees and greening • 'Gap Filler' Program – crate street art / points of interest - could be connected to cafes. <p>Recorded Comments:</p> <ul style="list-style-type: none"> • Economic activation • Creation of pocket parks through purchase of housing adjacent to industrial land • More open / green spaces • Lifestyle precincts • Façade / building upgrades • Public realm upgrades • Streetscaping using water sensitive urban design principles • Gateway / entrance / welcome statements into the employment precinct • Reduce heat island implications

DRAFT – Feedback from the Revitalisation of the Edwardstown Employment Precinct Forum

Amenity - Issues	Amenity - Barriers	Amenity - Opportunity
<ul style="list-style-type: none"> • Castle Plaza access / egress. • Waverley Avenue – the street becomes a river when it rains. • Environmental. • Furness Avenue – More street lighting and car parking • Furness Avenue – People leave trolleys there – only a matter of time and someone will trip over a trolley as its really dark. • Lighting from Railway Terrace and Lindsay Avenue – not enough from the stations • Feels very industrial – needs more outdoor areas to sit and enjoy outdoors. • No cafes or convenience stores – no choice of places to go. • Parking: OK in Castle Plaza, all street parking; as a resident it causes problems – more parking needed around train stations – especially Woodlands Park Railway Station • Railway is a barrier – love the railway but put it underground • Too many traffic lights on South Road. • Aesthetics – too bland, need green space, urban design framework needed. • Mental health issues in the area – older families are barricading themselves in housing. • Subdivision creates infrastructure problems – on street parking / off street parking; waste management issues; lighting issues; footpaths. 		<ul style="list-style-type: none"> • More community areas / facilities. • Community events. • Further redevelopment of old factories. • More trees and parks. • Better lighting • Green areas • Park benches • Street scaping • Aid local businesses to connect with each other • Site activation – excessive number of vacant land parcels • One way streets to add extra parking eg. Waverley Avenue • Edwardstown is the last industrial precinct on the flat – Build on the diversity of businesses. • Build a community of businesses. • Build a pleasant environment to attract more businesses. • Save the trees on Messines Avenue. • Craft brewery / gin distillery to be established in the area. • Public Art – Murals – can stop tagging • Target entry level home owners • Cafes – attract them to the area, eg. Omnivore • Create a destination Point – eg. Plant 4 at Bowden (but needs to consider all of the issues such as parking and transport). • Balance destination creation with carefully thought through infrastructure needs.

DRAFT - Short Term Action Plan (1 July 2019 to 30 June 2020)

No.	Action Item	Timeframe	Budget Required (apply for funding where appropriate)	Lead Area
REVITALISATION OF THE EDWARDSTOWN EMPLOYMENT PRECINCT PROJECT				
1	Coordination and delivery of the project by establishing an internal working group of lead areas.	Next 12 months	Existing resources and budget	City Activation
2	Establish a Making Marion site for the project to continue two-way communication.	Next 12 months	Existing resources and budget	Economic Development
3	Engage a Project Officer for two days per week to support the roll out of the Short Term Action Plan (0.4 FTE).	Next 12 months	Up to \$40,000	Economic Development
4	Report to Council on progress at six monthly intervals.	January 2020	Existing resources and budget	City Activation
ACCESS				
5	Establish a Consultative Committee to inform North South Road discussions with the Deputy Mayor as Chair. The Committee to include City of Mitcham, City of Marion, City of Unley and City of West Torrens. This committee will meet quarterly to advocate for business and connectivity for the region during the north-south corridor discussions.	Next 12 months	Existing resources and budget	Economic Development
6	Incorporate traffic management investigation into the City Transport Plan , with a focus on Raglan Avenue, Woodlands Terrace, Woodlands Park Station, Angas Avenue, Edwards Street, Dunorlan Road and Aclan Avenue. These streets were identified at the forum. To consider traffic counts, parking needs analysis, etc.	Next 12 months	Up to \$20,000 TBC – Further investigation required	Engineering and Field Services
7	Commission an Urban Design Framework and Implementation Plan. This will form a base to apply for future funding opportunities. I.e. Places for People funding (February 2020 applications open). Use our Streetscape Guidelines to inform footpaths, lighting, street furniture, etc. in the framework.	1 July 2019 – 30 December 2019.	Up to \$30,000.	Economic Development
AMENITY				
8	Raise customer events for items within the Edwardstown Precinct Analysis Document. <ul style="list-style-type: none"> Start a campaign to 'snap and connect' – If the business community sees a problem – report it to Council. 	Next 12 months	Use existing maintenance budgets.	Engineering and Field Services.
9	Establish a precinct wide public art / street art fund to inject life into the streets and tell the story of Edwardstown.	Next 12 months	Within existing budget	City Activation

DRAFT - Short Term Action Plan (1 July 2019 to 30 June 2020)

No.	Action Item	Timeframe	Budget Required (apply for funding where appropriate)	Lead Area
10	Investigate the incorporation of 'façade mesh' to old Hills Site.	Next 12 months	Existing Resources and Budget	Community Wellbeing
11	Investigate <i>Greening Adelaide Fund</i> and <i>Water Sensitive Urban Design Grant Funding Programs</i> for the Edwardstown Precinct. This fund requires a 50% council contribution. To include saving the local heritage listed trees in Messines Avenue.	1 July 2019 to 30 August 2019.	Up to \$75,000 Seek funding for \$75,000	Engineering and Field Services.
12	Investigate environmental monitoring of the precinct – tree canopy cover, air pollution and heat.	Next 12 months	Up to \$10,000	Environmental Management
ACTIVATION				
13	Commission an Economic Activation Plan that supports business growth, smart precinct development, international trade and investment attraction. This plan will establish metrics for success. This will form a base to apply for future funding opportunities. <ul style="list-style-type: none"> Survey the Edwardstown business community to feed into the Economic Activation Plan. 	1 July 2019 – 30 December 2019.	Up to \$30,000.	Economic Development
14	Investigate models to deliver a landing pad for start-ups / creative design co-working space in Edwardstown.	1 July 2019 – 30 December 2019.	Existing Resources and Budget	City Activation and Urban Planning Committee
15	Investigate re-zoning opportunities for Edwardstown through the code conversation process within the Urban Planning Committee.	Next 12 months	Existing resources and budget	Urban Planning Committee
16	Work with the Southern Adelaide Business Advisory Service to deliver advisory sessions in Edwardstown, identify high growth potential businesses and connect into the business support ecosystem.	Until 30 October 2019 (State Government funding ceases)	Existing resources and budget	Economic Development
17	Develop an Edwardstown focus for Southern Business Connections to operate out of Edwardstown Soldiers' Memorial Community Centre that celebrates the precinct. Support Southern Business Connections with expanding the admin service with this focus. The administrator could deliver four events over the next 12 months and promote Edwardstown businesses.	Next 12 months	Up to \$5,000	Southern Business Connections
18	Meet with Vicinity Centres bi-monthly to inform a revised development plan for the Hills Site.	Next 12 months	Existing resources and budget	Economic Development

DRAFT - Short Term Action Plan (1 July 2019 to 30 June 2020)

No.	Action Item	Timeframe	Budget Required (apply for funding where appropriate)	Lead Area
19	Work with property owners to identify different leasing options to activate vacant spaces.	Next 12 months	Existing resources and budget	City Activation and Urban Planning Committee
20	Keep business up to date with activities through the Business Marion E-Newsletter and Making Marion site.	Next 12 months	Existing resources and budget	Economic Development
21	Pop-Up Community Development space within Vicinity Centres to address mental health issues and social isolation.	Next 12 months	Existing budget	Community Wellbeing
22	Allocate one round of the Community Grants Program (\$50,000) into the Edwardstown Precinct. Make a once-off allowance to support businesses and property owners within the Precinct.	Next 12 months	Existing budget	Community Wellbeing
23	Develop case studies of the five businesses in Woodlands Terrace that undertook the Energy Support Package to showcase to other businesses. Investigate continuing the energy support package to other areas within the precinct.	Next 12 months	Existing Budget	Economic Development
24	Establish a precinct business focus group or chapter of Southern Business Connections to meet at quarterly intervals to review action plan.	Next 12 months	Existing Budget	Economic Development
	TOTAL for 1 July 2019 to 30 June 2020		Up to \$180,000	City Activation

Medium Term Action Plan (1 July 2020 to 30 June 2022) - Years two and three

No.	Action Item	Timeframe	Potential Budget Required (apply for funding where appropriate)	Lead
1	Investigate if City of Mitcham and City of Marion are open to declaring the commercial / industrial areas as a 'precinct area' pursuant to Part 2 B – Urban Renewal of the Urban Renewal Act 1995 which would establish the area as a precinct and potentially allow changes to zoning, the amenity, area etc. faster subject to State Government consent.	Year Two	Existing resources	Urban Planning Committee

Adjourned Item - Living Kurna Cultural Centre: Additional Information

Originating Officer	Unit Manager Community Cultural Development - Marg Edgecombe
Corporate Manager	Manager City Activation - Greg Salmon
General Manager	General Manager City Services - Tony Lines
Report Reference	GC190723R05

REPORT OBJECTIVE

To provide Council with additional information regarding the adjourned motion concerning the future management arrangements for Living Kurna Cultural Centre.

EXECUTIVE SUMMARY

The item *Living Kurna Cultural Centre* (GC190514M01) (attached as appendix 1) was adjourned at the 14 May 2019 General Council meeting until 23 July 2019 to allow it to be considered at the Infrastructure and Strategy Committee Meeting in June.

The Infrastructure and Strategy Committee (ISC) considered the item at the 4 June 2019 meeting. The ISC considered three models as follows:

- Model 1: Open tender to attract an external organisation to deliver services and manage the Warriparinga site.
- Model 2: Continue to work with KYAC to provide Kurna management of the site through a proposed 51%/ 49% co-management model.
- Model 3: Continue management of the site by Council with increased visitation, economic development and cultural tourism targets.

The resolution at this meeting was:

That Council explore an Expression of Interest to test the market to see what people are suggesting.

In accordance with the Local Government (Procedures at Meetings) Regulations, the debate on an adjourned item will resume and continue at the point it was adjourned.

The current motion is as follows:

Moved Councillor - Ian Crossland Seconded Councillor - Luke Hutchinson

That Council:

- 1. Commences the open tender process for the future management of the Living Kurna Cultural Centre.***

- 2. Allocates management of this project to the Economic Development Staff.***

Councillor Pfeiffer also asked a question during the debate.

RECOMMENDATION

That Council:

- 1. Endorses Administration to undertake stakeholder consultation under the applicable enterprise agreements for Model 1: *Undertake an Expression of Interest to test the market for***

the management of the Warriparinga site.

2. Requests Administration bring a report back to Council in August 2019, outlining the outcomes of the consultation and recommended next steps.

OR

1. Endorses Model 2 : *continuing to work with KYAC to provide Kurna management of the site through a proposed 51% / 49% co-management model for Warriparinga.*

OR

1. Endorse Model 3: City of Marion continues to manage the Living Kurna Cultural Centre and grows the cultural tourism function to include increased tourism activities, the development of a café and the potential utilisation of the Coach House.
2. Requests a further report be brought to Council in October 2019 which a fully costed business case for growing the cultural tourism function of the Living Kurna Cultural Centre.

BACKGROUND

The item *Living Kurna Cultural Centre* (GC190514M01) was adjourned at the 14 May 2019 General Council meeting to allow it to be considered at the Infrastructure and Strategy Committee Meeting in June. The Infrastructure and Strategy Committee considered the item '*Living Kurna Cultural Centre (LKCC) Management Models*' (ISC190604R03) at the 4 June 2019 meeting. During the item the General Manager City Services gave a presentation on the future management arrangements for Warriparinga. Three models were presented for consideration. Each potential model considered the scope of the project, the proposed outcomes and the timeframe in which each model could come to fruition. At this meeting it was resolved that the Committee:

1. *Considers three potential models for the future management of Warriparinga and recommends Model 1 for Council's consideration.*
2. *That council explore an Expression of Interest to test the market to see what people are suggesting.*

GENERAL ANALYSIS

In 2016 a full service review was conducted on the Living Kurna Cultural Centre and the services provided at Warriparinga. Council passed the following motion in June 2016 (GC140616R16):

1. *Considers the Living Kurna Cultural Centre Service Review Report 2016 (Appendix 1) and recommends Option 2B (Transition to a Kurna Community Governance Model) as a preferred model of Governance.*
2. *Notes that consultation requirements arising under applicable enterprise agreements will need to be undertaken prior to an endorsement of the preferred model.*
3. *Following the consultation, receives a report on 28 June 2016 seeking endorsement of the preferred model.*

The City of Marion and the Kurna Nation Cultural Heritage Association (KNCHA) established a Warriparinga Development Group (WDG) to oversee and assist Council to manage the development of the Warriparinga site over the five year period 2018/19 to 2022/23. Details of the WDG are provided in appendix 1 to this report.

Throughout this process correspondence has been received from the Friends of Warriparinga dated 4 May (included as an attachment to Appendix 1) and on 7 June supporting Model 2 and the Miyurna Kumangka (Men's Group) on 20 June supporting community centre model managed by Council.

Warriparinga Costs to Council

The current net cost to Council is in the order of \$224,000 per annum.

An average over the past 4 financial years (2015/2016 – 2018/2019) shows an annual cost of \$214,000. This includes the operational costs and income for the venues, cultural education programs, community development program, and maintenance of the Living Kurna Cultural Centre, Fairford House, the Coach house, and the public toilet. This figure excludes the costs associated with the Warriparinga Wetlands.

Capital expenses over this four year period, in the order of \$80,000 includes installation of solar panels on LKCC, installation of an electric BBQ in the reserve and structural rehabilitation of the Coach House. A grant of \$10,000 will off-set this cost.

Activities at LKCC

During the process of developing the Banbabanbalya Agreement, the team at the LKCC has continued to conduct business based on the current management model of income generating programs and the development of partnerships based on the community development principles. These programs include:

Income Generating Programs

- Environmental & History/Warriparinga Bush Tours
- Aboriginal Art workshops
- Weaving Workshops
- Gallery and gift shop

Community Programs (free)

- Miyurna Kumangka – Men's group (fortnightly)
- Ngangkai Kumangka – Women's Group (fortnightly)
- Community Days and Open Days
- Youth events (quarterly school holidays)
- History Month events (annual)
- National Reconciliation week events (annual)
- NAIDOC events (annual)

Community Development Programs

- Access 4U partnership – development of open access bush and medicine garden
- Sonder/Close the Gap team – food collected from Second bite for community distribution
- Tauondi Aboriginal College partnership - Aboriginal Career Service Development officer and other training courses

This report seeks Council's direction on the three models presented to ISC and includes:

- scope of the models
- outcomes for each model
- timeframes for implementation of each model
- advantages, disadvantages, risks and resource implications for each model
- industrial relations impacts

DISCUSSION

Project Outcomes

Outcomes for all potential models should consider the aspirations of Banbabanbalya Agreement (appendix 2) that has been developed through the process of consulting with the Kurna community and working with KNCHA (later KYAC), and which reflect the original Deed of Grant issued by the Commonwealth Government in 2000. As articulated in the original LKCC Service Review report (GC140616R16) there are opportunities to expand the economic return from services delivered from the site, specifically through the development of other services including increased tourism opportunities, linking other Aboriginal services to the site and balancing the increase in activity with the cultural and spiritual significance of the site.

The three proposed outcomes of the Banbabanbalya Agreement articulates this balance as follows:

Kurna practice culture: The Centre is a learning place for Kurna meyunna (Kurna people) and future generations, a place for Kurna to remember and renew Kurna cultural and spiritual practices, care for

country, revive language, link to dreaming stories, perform ongoing ceremony and heal through cultural practices.

Kaurna practice business: The LKCC is a place where employment, training and business enterprise opportunities are developed for the empowerment and economic stability of the Kaurna meyunna and other Aboriginal people. It is a place to develop business opportunities and skills (for both commercial and social/cultural outcomes) for Kaurna meyunna and other Aboriginal people living on Kaurna Yerta (Kaurna Land), through cultural tours, workshops, gallery and retail shop sales, venue hire bookings, heritage monitoring, tourism, education and other initiatives.

Everyone comes to share with Kaurna: The centre is a place where respect and recognition of Kaurna culture is developed, the wider community come to learn about Kaurna and other Aboriginal cultures, the history of the site (both Kaurna and early European) is celebrated and community ties between Aboriginal and non-Aboriginal people are strengthened through sharing our cultural differences and similarities.

Project Deliverables

It is envisaged that the deliverables of each model would be very similar. This would include the:

- delivery of services from the LKCC and Fairford House
- on-going restoration of the Coach House as a State Heritage listed site and as a building from which to provide additional services
- maintenance of the Warriparinga grounds, including working with the long standing Friends of Warriparinga;
- maximising on the cultural, social, environmental and economic return of the site
- respecting the cultural and spiritual significance of the site to Kaurna.

Industrial Relations

Industrial awards and enterprise agreements applying to the City of Marion require a consultative process to be undertaken with employees and their representative union where those employees will be impacted by the formulation of plans that have a direct impact on them. Model 1 and Model 2 impact on two City of Marion staff members.

The skills and experience of existing staff will be utilised in the process of setting up either of these management models. Staff impacted by the implementation of these model are aware that, should it be unfeasible for their current role to be accommodated within the management models, every effort will be made to place these employees into a position suitable to their existing skills, experience and substantive salary level while also meeting the operational needs of Council.

Should Council endorse model 1 where an EOI will be progressed to test the market for an external operator then staff and union consultation will need to be undertaken in line with the relevant enterprise agreement provisions before Council finalises its decision on a new management model.

Three Potential Models

Model 1: Undertake an Expression of Interest to test the market for the management of the Warriparinga site

The ISC proposed that Council explore an Expression of Interest (EOI) process to test the market on what type of organisations would be interested in managing all or part of the Warriparinga site.

Administration calls for an Open EOI would include management of all or part:

- delivery of cultural program including gallery/gift shop
- management of LKCC facility
- management of Fairford house (State Heritage Listed)
- restoration of Coach House and management (State Heritage Listed)
- management and maintenance of grounds. (The grounds include sensitive cultural sites including a significant scar tree protected under the Aboriginal Heritage Act 1988, and some heritage vines for which a separate management contract exists.

Note that the EOI will exclude the management and maintenance of the wetlands and maintenance of the major public artwork Tjirbruksi Narna arra - Tjirbruksi Gateway).

Warriparinga is classified as community land under the Community Land Management Plan (CLMP). The buildings are in CLMP 3. Community Land can be leased for up to 5 years. Any lease over 5 years requires public consultation subject to Council's leasing and licensing policy.

The on-going public access to the reserve, public toilet and other facilities such as walking and cycling trail and public access BBQ will need to be maintained.

Advantages:

- EOI process will determine organisations with interest and capacity to manage all or parts of site.
- Potential to attract Aboriginal organisation experienced in educational, tourism or cultural facility operator. This may or may not be a Kurna based operator.
- Potential to attract operator with a track record and business focussed systems in place.

Disadvantages:

- Model not preferred by Kurna Community.
- Potential loss of opportunity for building capacity in Kurna Community in business and governance.

Risks:

- No suitable organisation/s are identified.
- Suitable organisation/s do not reach full potential of site in agreed time frame.
- Financial: Projected growth in cultural tourism and visitation is not achieved.
- As a model not preferred by KYAC and KNCHA, Kurna community experience well being impact, are disempowered, inconvenienced or disadvantaged.
- Reputational Risk to Council.

Financial implications:

- Income for Council will be derived from the commercial (or negotiated) lease arrangements, which could lead to savings of operational costs to Council.
- There could be costs associated with redeployment of existing LKCC staff.

Timeline:

It is estimated the EOI process could take up to 16 weeks as follows:

- Develop EOI documents 6 Weeks
- EOI Process open 8 weeks
- Assessment of Applications and clarifications: 4 weeks (during this stage, staff could seek further input from relevant agencies or a third party, request further information and arrange meetings with the proponent/s with an aim to better understand the requirements, terms and conditions, and financial impacts and economic benefits of the proposal)
- Bring outcomes of EOI to Council (projected to be GCM 26 November).

Costs and resource implications in drafting lease agreements, on-going management of the lease, preventative maintenance of buildings and reserves, and maintaining relationship with the Kurna community will be covered within existing budgets.

Assessment Criteria for EOI

The criteria to assess EOI applicants will include:

- alignment to Banbabanbalya Agreement objectives
- previous relevant experience
- previous track record
- financial sustainability and capacity (including capacity to attract external funding)
- quality of proposal
- response to the objectives including preferred method of utilising facilities and/or site
- safety and risk profile
- added value to the Kurna community and the broader community

- implications to planning legislative requirements
- reference checks.

After assessing the EOI applications Council may:

- proceed to a select tender process, or
- proceed to an open tender process, or
- request the further development of a business case with a preferred applicant.

The outcome of the EOI is subject to Council approval and Council has the right under the terms and condition of the EOI to cease the process at any point in time.

Model 2: Continue to work with KYAC to provide Kurna management of the site through a proposed 51%/ 49% co-management model

In this model, KYAC lease the facility and undertake operations with a majority holding of the site (51%/ 49% or greater). Council as co-manager of the site with minority shareholding in the business.

KYAC are currently developing a Strategic Plan, have now activated the Property Trust (derived from the Native Title Determination) with money identified for the management of LKCC and have developed a Young Person's Leadership Program, funded by SA Water under the direction of up and coming young Kurna leaders. Other partnerships and commitments of support have been obtained from a wide variety of business organisations and State Government departments.

Advantages:

- Meets aspirations of Kurna Community – preferred Kurna model.
- Increased capacity building for Kurna community.
- Increased opportunity for the Centre to attract Aboriginal Grant Funding including from IBA and ILSC, that is not available to local government or potentially private or other not for profit organisations.

Minority shareholding could include other partners with City of Marion such as neighbouring Councils and other partner organisations. This is yet to be explored.

Disadvantages:

- Timeframe to progress this model dependent on KYAC governance and income generation from Lot 707 or ILSC/ IBA funding.

Risks:

- KYAC does not reach proposed timeframe to undertake agreement.
- Financial: Projected growth in cultural tourism and visitation is not achieved.

Financial implications:

- Saving to Council in operational costs.
- Costs associated with possible redeployment of existing LKCC staff.

Timeline:

- Given the finalisation of the KYAC Property Trust and on-going negotiations regarding Lot 707, KYAC envisage that they will be in a strong position to formalise the business model for Kurna Management of Warriparinga within 6 – 8 months.
- Projected to be finalised by February to April 2020.
- Report to General Council Meeting in May 2020.
- Finalise Agreement parameters and develop documents 4 – 6 weeks.
- Projected completion mid-June 2020.

Costs and resource implications in drafting lease agreements, on-going management of the lease, preventative maintenance of buildings and reserves, and maintaining relationship with the Kurna community will be covered within existing budgets.

Model 3: Continue management of the site by Council with increased visitation, economic development and cultural tourism targets

Scope

The site management continues in its current form and format with programming and staffing improvement introduced to increase income, social, cultural and economic impacts and site activation. This would include the development of a business case to shift the operations from a community development model to a commercial model to include tourism operation to the program, the development of a café and development of the Coach House to become an art development centre or workshop space (in consultation with Kaurna). This option could be in place until KYAC are ready to transition to Model 2.

Advantages:

- No disruption to community expectations or current service users.
- Stable systems in place such as Finance, Payroll, Contracts, Maintenance, data collection, management of sensitive site such as wetlands, public art etc.
- On-going working relationship with KYAC, KNCHA and various Aboriginal service providers and partners.

Disadvantages:

- Limited 'ownership' from Kaurna Community in terms of service delivery, future direction, business development opportunity.
- On-going full cost of service to Council, but with increased income potential to improve cost recovery.

Risks:

- This model does not meet Kaurna community expectations or aspirations.
- Projected growth in cultural tourism is not achieved.
- Financial: Moderate risk in ongoing costs to Council potentially off-set by inclusion of tourism operations.
- Social /cultural Moderate to major Risk - as a model not preferred by KYAC and KNCHA, Kaurna community experience wellbeing impact, are disempowered, inconveniences or disadvantaged.

Financial Implications:

- This model will require an increase in investment into the Centre to fund programming and marketing to grow the cultural tourism function of the LKCC. The increased investment would be offset by an increase in revenue streams. Should Council endorse this model a fully costed business case will be developed and presented to Council in October 2019.

Timeline:

- Engage external business analyst to develop business case – up to 6 weeks.
- Projected timeline to develop tourism business case - 6 weeks.
- Should Council endorse Model 3, a further report will be developed for the October General Council Meeting for Council's consideration, outlining resource and budget implications required to further maximise potential revenue in cultural tourism.

CONCLUSION

Warriparinga is an important cultural heritage site in the City of Marion where Aboriginal (Kaurna) and early European heritage sit side by side. For the Kaurna people of the Adelaide Plains this site is a traditional ceremonial meeting place still used today. The site is integral to the Tjirbruke Dreaming and as place of spiritual and cultural significance many Kaurna people liken its importance to them as other communities would value a Western cathedral or church, Eastern temple or Islamic mosque.

Council has a long-term (over 30 years) relationship with the Kaurna community in re-establishing the Warriparinga site as an important Kaurna site.

Each of the management models outlined in this report have advantages, disadvantages and risks

associated with them for Council, the Kaurna community and the wider community. The economic, heritage, social, cultural and environmental concerns need to be considered holistically to achieve the best outcomes for all parties while addressing the Community Vision and the principles articulated in the City of Marion Reconciliation Action Plan.

Attachment

#	Attachment	Type
1	Appendix 1 - Living Kaurna Cultural Centre GC190514M01	PDF File
2	Appendix 2 - Banbabanbalya Agreement outcomes	PDF File

Living Kaurna Cultural Centre

Elected Member Councillor Ian Crossland

Report Reference: GC190514M01

Motion:

That Council:

- 1. Commences the open tender process for the future management of the Living Kaurna Cultural Centre.**

Supporting Information:

The Living Kaurna Cultural Centre (LKCC), coach house and Fairford House are fantastic facilities within the Warriparinga heritage site. The LKCC opened in 2001. The Kaurna people were originally involved in the management and promotion of these facilities until 2005 when a number of issues resulted in the temporary closure of the site (these details remain confidential). The site was re-opened a short time later and has been subsequently managed by Council. In 2016 a service review identified that the performance of this facility had fallen. To achieve increased capacity rates a number of management options were considered by Council.

At the General Council meeting on the 28th June 2016 (GC280616R05) Council resolved to again work with the Kaurna people to explore the opportunity to transition the management of the facility to a Kaurna Community Governance Model. As a fall back position part of the appendix to the report stated that Council would,

- Allow 18 months (to the end of 2017) for the model to be implemented (i.e. Agreement signed, Steering Group formed, funding sources in place, performance metrics agreed)
- Should the model not be fully implemented in 18 months (or after any reasonable extension period), then management of the centre should be openly tendered to third parties

Along with Cr Hull, I have been working with Kaurna Elders as part of a steering group in an attempt to achieve the desired management outcome. Unfortunately, after a lot of hard work by staff and others we have been unable to reach an agreement.

The ongoing performance of this facility could be improved and the cost to Council is significant.

A further extension of time cannot be justified and to adhere to the original Council Resolution (GC280616R05) we must now ask for expressions of interest from third parties who have the skills required to provide the correct management and marketing model that these facilities deserve.

All future options must have active involvement with the Kaurna community and a focus on the preservation of Aboriginal culture and to secure training and employment opportunities for Aboriginal people.

Response Received From: General Manager City Services, Tony Lines

Corporate Manager N/A

General Manager General Manager City Services - Tony Lines

Staff Comments:

Further to Council's Motion in June 2016, the City of Marion and the Kaurna Nation Cultural Heritage

Association (KNHA) established a Warriparinga Development Group (WDG) to oversight and assist Council to manage the development of the Warriparinga site over the five year period 2018/19 to 2022/23.

The WDG met monthly and comprised Tony Lines, David Harman and independent Lew Owen representing Council, and Uncle Jeffrey Newchurch, Aunt Lynette Crocker, Uncle Cecil Graham, and later Jess Davies and Aunt Suzanne Russell, representing Kurna (initially KNCHA, and later KYAC).

The shared vision was that Warriparinga would become the predominant centre for Kurna people in the southern area of Adelaide, a place where Kurna could practice culture, develop businesses, and share their culture and history with the wider community.

A draft Agreement was developed based on the following objectives, to:

- Develop a sustainable governance and business model for the joint operation of Warriparinga for approximately 5 years.
- Assist Kurna people to develop a sustainable future and to conserve and develop their culture and heritage through the activities at Warriparinga, including the upskilling and development of Kurna Elders and youth to take active roles in the governance and running of the site.
- Measure the delivery of the Agreement objectives through agreed Key Performance Indicators (KPIs).
- Anticipate transferring the Warriparinga operations to full Kurna governance and management, following achievement of 5 years of KPI compliance.

The model proposed 50/50 joint management and funding (to be implemented gradually over the five years) by the City of Marion and KYAC.

In addition to agreeing an initial Memorandum of Understanding and preparing the draft Agreement, the WDG also developed Terms of Reference for the WDG to operate under during the term of the Agreement, considered potential businesses for the site, and met with Conservation Volunteers Australia (CVA) about site opportunities.

Councillors Crossland and Hull and ex-Councillor Byram were regular participants in the Agreement formation process.

The June 2016 Resolution allowed until December 2017 to complete the implementation of the joint management arrangement. The Resolution then stated that should the model not be implemented, that management of the Centre should be openly tendered to third parties.

An unofficial extension of the December 2017 deadline was provided given that revenues from the sale of Lot 707 had not been realised (critical for funding contributions under the Agreement), and Kurna had been busy with the Native Title consent determination and essentially restructuring their community. Elected Members were informally advised of this during 2018 and through WAP updates.

In June 2018 a final draft Agreement was submitted to KYAC for final review, before going to Council for endorsement. However on 2 July 2018 KYAC's lawyer Mr Tim Campbell emailed Council to advise that "KYAC directors do not believe that current contractual proposals are possible at this stage but wish to discuss other arrangements". Having worked collaboratively on the drafting of the Agreement for 18 months, this position came as a surprise to staff and participating Councillors.

Staff repeatedly sought to understand from Mr Campbell what the nature of these "other arrangements" was, and Mr Campbell attended a meeting of the WDG in October 2018 to explain that KYAC was now interested in a lease of the Warriparinga site rather than a co-management model. Staff asked Mr Campbell to provide a 'one pager' summarising the intended terms of a lease, to be provided by January/February 2019. Despite reminders, this information had not been received when the above Motion was flagged by Councillor Crossland.

Out of courtesy staff advised KYAC that the future of the site would be considered at the 23 April 2019 General Council Meeting. Mr Campbell and KYAC representatives then asked to meet (held Monday 15 April

2019) to discuss Kaurua involvement at Warriparinga. While no 'one pager' was received, a long-term lease model was again raised as the preferred arrangement, and KYAC has since written to Council (letter attached) requesting that Council not consider definitive action regarding LKCC until KYAC has had further consultation with possible funders ILSC (Indigenous Land and Sea Corporation) and IBA (Indigenous Business Australia). Mr Campbell advised that the Agreement as drafted is now "off the table". KYAC advised that they were unable to fund the original co-management model, but that funding available from ILSC or IBA for a majority stake-holding in a lease (51/49% or greater) should be available. Mr Campbell also advised that ILSC and IBA do not fund loss-making exercises, and believe that KYAC could make this a profitable business.

The current net cost to Council is approximately \$275,000 per annum.

Given some unknowns about the site, it is recommended that the future of Warriparinga be discussed at an Infrastructure and Strategy Committee Meeting to consider Members' view on:

- Future models and partners to operate the site.
- Opportunities for growing tourism revenues through the site.
- Future use of the Coach-house, including costs of restoration.
- Collaboration with other Councils on matters like the Tjilbruke Track, and other educational facilities like Tauondi College.

Correspondence has been received from the Friends of Warriparinga and is attached as Appendix 2.

ATTACHMENTS:

#	Attachment	Type
1	Appendix 1_Correspondence from Tim Campbell re LKCC 160419	PDF File
2	Appendix 2_Correspondence from Friends of Warriparinga	PDF File

16 April 2019

Chief Executive Officer
City of Marion
PO Box 21
Oaklands Park SA 5046

By mail & email

Attention: Tony Lines

Dear Sir

Living Kurna Cultural Centre (LKCC) Warriparinga

We act for Kurna Yerta Aboriginal Corporation RNTBC (KYAC).

The Chair of KYAC, Jeffrey Newchurch, a Director, Suzanne Russell and myself met with some of your staff at Warriparinga yesterday.

The recent hectic history of KYAC was discussed, due to the legitimate query as to why KYAC had not continued discussion with the City of Marion. The last meeting was in October 2018.

KYAC has been planning its new corporate/trust structure and governance as a result of the State Government ILUA arising out of the Native Title Claim. Proposed plans for Lot 707 (Indigenous Land and Sea Corporation) have also taken up a significant part of the planning of the new corporate/trust structure.

Once these structures are carefully and properly established, Kurna through KYAC will be in a position to take advantage of the many opportunities which are arising for Kurna including Warriparinga.

KYAC has also been involved in the repatriation of Old People at Tennyson Dunes. It has been consulted regarding a proposed Aboriginal Gallery at Lot 14 (the old RAH site), and the sale of buildings owned by the Aboriginal Lands Trust at North Adelaide.

KYAC has limited resources yet constant demands on the time of the KYAC Directors and Kurna Elders.

The KYAC Directors have considered proposals for the operation of the LKCC and surrounding areas.

In-principle discussions have been held with ILSC and IBA regarding funding for a Kaurna controlled entity to lease LKCC and operate it as a business.

We ask the Council not to consider any definitive action regarding LKCC until KYAC has further consulted ILSC and IBA.

We thank the Council for their support for LKCC and the opportunity to discuss and plan the future of LKCC.

Yours faithfully
CAMPBELL LAW



Tim Campbell
Principal

Liability limited by a scheme approved under Professional Standards Legislation.



4 May 2019

Adrian Skull
CEO, City of Marion

Dear Mr Skull,

Re: Future of the Living Kaurna Cultural Centre (LKCC)

The Friends of Warriparinga understand that the future management of the Living Kaurna Cultural Centre is to be reconsidered by Council. We further understand that the Kaurna people have requested a short extension to enable them to finalise their funding arrangements to enable the planned handover of management to the Kaurna in association with the CoM.

By way of historical context for our interest in this matter, our association developed from community action to save the River Sturt at Warriparinga from being put into a concrete drain. It was thus preserved as the only natural stretch of river remaining on the Adelaide Plains, at a place that is of particular Kaurna cultural significance. Our work there extends back 27 years, and the conservation and revegetation work we then began provided an ideal environment for the establishment of the LKCC as a Federal Reconciliation Project at the turn of the Millenium.

Since then, we have worked in close collaboration with the LKCC. We have worked to ensure the presence of suitable indigenous plants (food, fibre and medicine) to support Kaurna cultural tours, which have educated and entertained many thousands of schoolchildren. The LKCC and its unique natural setting also provide a haven in suburbia for the local community, hosting many and varied community groups and activities, both indigenous and non-indigenous.

The LKCC and Warriparinga therefore provide an invaluable community resource, for very little financial investment. It needs to be borne in mind that the financing of the site includes not just the LKCC, but the essential maintenance of the state-listed European heritage assets, and that much of the onsite work is done freely by us as volunteers. We believe it is therefore great value for money for the CoM.

We wish to offer our strong support for the proposal to grant the Kaurna extra time to finalise their arrangements, so that the joint management plan can be implemented. We are impressed that, although the Kaurna community is small, their long-running native title claim was recently successful. We therefore believe that it would be highly appropriate to allow them some leeway to complete their preparations for this other project of taking on the management of the LKCC, rather than the CoM moving down a different path. The current plan would enable the centre to continue its excellent community work in the spirit of reconciliation that inspired its establishment.

Yours sincerely,

Bruce Wilson
Chair, Friends of Warriparinga

bwjb90@bigpond.com

Banbabanbalya Agreement



Banbabanbalya is a Kurna word for 'coming together to talk and conference'

The Banbabanbalya Agreement is an agreement between the City of Marion and the Kurna community, working towards Kurna community governance of the Living Kurna Cultural Centre.



Warriparinga

Warriparinga, based on the Sturt River, is an important cultural heritage site in the City of Marion where Aboriginal and early European heritage sit side by side. For the Kurna people of the Adelaide Plains, this site is a traditional ceremonial meeting place still used today. Warriparinga is an important part of the Tjirbruki Dreaming. As a place of spiritual and cultural significance, many Kurna people liken its importance to the Kurna community to a Western cathedral or church, Eastern temple or Islamic Mosque.



Living Kurna Cultural Centre

The Living Kurna Cultural Centre (LKCC) was built in 2001 as a result of the City of Marion, working with the Kurna community, attracting Commonwealth Centenary of Federation Funding for this purpose. The following focus areas reflect the original Deed of Grant issued by the Commonwealth Government.

The Living Kurna Cultural Centre will be a place where:

Kurna practice Culture:

The centre is a learning place for Kurna meyunna (Kurna people) and future generations, a place for Kurna to remember and renew Kurna cultural and spiritual practices, care for country, revive language, link to dreaming stories, perform ongoing ceremony and heal through cultural practices.

Kurna practice business:

The LKCC is a place where employment, training and business enterprise opportunities are developed for the empowerment and economic stability of the Kurna meyunna and other Aboriginal people. It is a place to develop business opportunities and skills (for both commercial and social/cultural outcomes) for Kurna meyunna and other Aboriginal people living on Kurna Yerta (Kurna Land), through cultural tours, workshops, gallery and retail shop sales, venue hire bookings, heritage monitoring, tourism, education and other initiatives.

Everyone comes to share with Kurna:

The centre is a place where respect and recognition of Kurna culture is developed, the wider community come to learn about Kurna and other Aboriginal cultures, the history of the site (both Kurna and early European) is celebrated and community ties between Aboriginal and non-Aboriginal people are strengthened through sharing our cultural differences and similarities.

DEPUTATIONS**Future management of the Living Kurna Cultural Centre**

Originating Officer	Elected Member Support Officer - Tom Matthews
Corporate Manager	Manager Corporate Governance - Kate McKenzie
General Manager	Acting General Manager Corporate Services - Ray Barnwell
Report Reference:	GC190723D01

SPEAKER:

Uncle Jeffrey Newchurch

ORGANISATION:

Kurna Nation Aboriginal Corporation and Kurna Yerta Aboriginal Corporation

COMMENTS:

Uncle Jeffrey Newchurch of the Kurna Nation Aboriginal Corporation and Kurna Yerta Aboriginal Corporation has requested to give a 5 minute deputation to Council.

PETITIONS - Nil**COMMITTEE RECOMMENDATIONS****Confirmation of Minutes of the Infrastructure and Strategy Committee Meeting - 2 July 2019**

Originating Officer	Executive Assistant to General Manager Corporate Services - Louise Herdegen
Corporate Manager	Manager Corporate Governance - Kate McKenzie
General Manager	Acting General Manager Corporate Services - Ray Barnwell
Report Reference	GC190723R06

REPORT OBJECTIVE

Due to lack of a quorum and after the expiration of 30 minutes, the meeting was adjourned to the next Infrastructure & Strategy Committee meeting to be held on 6 August 2019. Items scheduled for the July meeting will be reviewed and consideration will be given whether or not to be included in the next meeting.

RECOMMENDATION**That Council:**

- 1. Receives and notes the minutes of the Infrastructure and Strategy Committee meeting of 2 July 2019 (Appendix 1).**

Attachment

#	Attachment	Type
1	ISC190702 _Minutes	PDF File

**MINUTES OF THE INFRASTRUCTURE AND STRATEGY
COMMITTEE MEETING HELD AT ADMINISTRATION CENTRE
245 STURT ROAD, STURT
ON TUESDAY 2 JULY 2019**



PRESENT

Elected Members

His Worship the Mayor Kris Hanna
Councillor Ian Crossland
Councillor Bruce Hull

In Attendance

Mr Adrian Skull	Chief Executive Officer
Ms Abby Dickson	General Manager City Development
Mr Tony Lines	General Manager City Services
Mr Ray Barnwell	Acting General Manager Corporate Services
Ms Louise Herdegen	Executive Assistant to General Manager Corporate Services / Minutes

Due to lack of a quorum and after the expiration of 30 minutes, the meeting was adjourned to the next Infrastructure & Strategy Committee meeting to be held on 6 August 2019. Items scheduled for the July meeting will be reviewed and consideration will be given whether or not to be included in the next meeting.

CORPORATE REPORTS FOR DECISION

Bandon Terrace Reserve upgrade

Originating Officer	Acting Open Space and Recreation Project Officer - Joanne Reid
Corporate Manager	Manager City Activation - Greg Salmon
General Manager	General Manager City Development - Abby Dickson
Report Reference	GC190723R07

REPORT OBJECTIVE

To provide elected members with the outcomes of the public meeting and community consultation relating to the upgrade of Bandon Terrace Reserve and to present the next steps in the process for Council's consideration.

EXECUTIVE SUMMARY

At the 26 March 2019 General Council meeting in considering a petition regarding Bandon Terrace Reserve (GC190326P02), Council endorsed the following:

That Council:

- 1. Notes the petition*
- 2. Advises the head petitioners that Council has noted the petition*
- 3. Endorses the holding of a public meeting at Bandon Terrace Reserve in early April and advises the head petitioner this will occur*
- 4. Notes a further report will be brought back to Council outlining the community feedback received at the site meeting.*

In accord with the resolution, an onsite public meeting was held on 17 April 2019 at the request of residents, to discuss the changes proposed at Bandon Terrace Reserve in relation to the Natural Landscapes Design and Maintenance Guidelines (NLDMG). The feedback from this meeting was captured via the Making Marion survey page to ensure that all views were easily captured, tracked and recorded, in a transparent way.

From the Community Meeting the way forward is now described in Appendix 4; This will enable the application of a Natural Landscape Treatment Plan, by providing mulch beneath some of the existing trees and providing garden beds with native understory plantings. It is also recommended that Council regrade the southern-eastern end of the reserve and retain the kikuyu. Further it is proposed that a more efficient irrigation system, which can be remotely operated, be installed at the reserve and a trial be undertaken to decrease the frequency of watering from 3 days a week to 2 days a week (weather dependent). The proposed works include reducing the irrigated area from 18,000 sqm to 10,000 sqm.

The full implementation of the Natural Landscape Design and Maintenance Guidelines is to be trailed at Robertson reserve, which was formally endorsed for trial at the 25 July 2017 General Council Meeting (GC250717R14).

The proposed landscape plan seeks to meet the requirements of the Irrigation Management Plan whilst considering the requests of the community.

This report is to provide Council with feedback provided at the on site meeting and to recommend to Council the next steps.

RECOMMENDATION

That Council:

1. Notes the community feedback provided in the site meeting and the online consultation between 1 May and 22 May 2019.
2. Endorses the proposed landscape plan provided in Appendix 4 that includes:
 - retaining irrigated kikuyu turf at the south-eastern end of the reserve
 - a reduction of the total irrigated area from approximately 18,000m² to 10,000m²
 - addressing low points at the south-eastern end of the reserve with top dressing
 - installing a more efficient, remotely operated irrigation system that will respond to climate conditions as they occur
 - mulching and new garden beds in the Tree Protection Zones under some of the existing trees
3. Notes a native grass trial be undertaken at Robertson Reserve, Marino as part of the Natural Landscapes Design and Maintenance Guidelines.
4. Notes that savings realised from the reduced scope of works for Bandon Terrace Reserve be allocated to the implementation of the Natural Landscape Design Guidelines at Robertson Reserve and Parvana Reserve

Valuing Nature:

A healthy and climate resilient urban environment

Current Budget Allocation

Funding of \$30,000 is available to alter the irrigation at Bandon Terrace Reserve and funding of \$55,500 was allocated to implement the Natural Landscaping Guidelines at Bandon Terrace Reserve in 2018/19 and has been carried over into 2019/20.

DISCUSSION

A petition was presented to Council at the meeting on 26 March 2019 in which residents who reside near Bandon Terrace Reserve requested a public meeting to discuss the changes proposed relating to the implementation of the Natural Landscapes Design and Maintenance Guidelines (NLDMG).

PUBLIC MEETING

The public meeting was held on Wednesday 17 April 2019 and was attended by approximately 90 residents.

Of those in attendance 23 spoke about the proposed changes to Bandon Terrace Reserve, refer Appendix 1 for the feedback provided by each individual speaker. A summary of the key points raised are as follows:

- Maintain the level of amenity currently provided by the southern “park” with improvements.
- Watering of the reserve has not been managed properly such as with sprinklers running everyday, whilst raining and with water running on the roads.
- Save water by reducing the area irrigated by improving and adjusting the current irrigation system.
- No one was convinced the use of native grasses as a durable playing surface or “green space”

would be successful and there would be a high risk of failure and hence long term disruption.

- There was some support for the trial on the northern end of the Reserve close to the playground.
- The classification of this area as a “common” was well received in its true and historical sense of the word.
- The poor state of the northern end was a common theme with many asking for Council to develop a plan for that area which could include the Pilot and more native plantings and formalised paths.
- Sustainable landscapes via native plantings was supported as long as they are well maintained.

At the meeting, Council staff presented 3 alternative options including the original concept, refer Appendix 2. It was advised that the options were not fixed and that feedback would be welcome. The options are summarised as follows:

- *Option 1* – Retain the reserve in its current state but look for efficiencies in irrigation to reduce water usage.
- *Option 2* – Continue with the current concept plan. Some modifications have been made with a reduction in the mulch and plantings underneath some of the shade trees.
- *Option 3* – Continue with the native plantings underneath the trees and retain the kikuyu grass for 12 months. In addition create test areas for different types of native grasses. Following the trial, we would seek community interest in whether there was an appetite to re-visit the native grass planting.

Feedback from the community has identified that the original consultation held from 28 August to 18 September 2018 was confusing and residents did not feel well informed about what the proposed draft concept involved. The outcomes of the consultation held in 2018 were presented at the 26 March 2019 General Council Meeting (Refer Appendix 6, GC190326P02).

At the meeting it was brought to staff's attention that the small response rate of the August 2018 consultation was due to a lack of knowledge about the consultation and not due to people's acceptance of the proposal.

Due to the time of day that the on site meeting was held, the ending of daylight savings and proximity to the Easter Long weekend administration made the decision to collect all responses from the on site meeting via the Making Marion survey site to ensure that all responses could [be easily tracked and recorded, in a transparent way](#).

COMMUNITY CONSULTATION

The responses from the Making Marion survey site, which was open from 1 May to 22 May 2019, (refer Appendix 3 for the outcomes) allowed residents who were in attendance at the meeting and those unable to attend, to vote for their preferred option and provide additional comments, to inform the final way forward as suggested in appendix 4.

The community were informed of the survey through the following means:

- Direct email to registered attendees at the site meeting
- Signs on site
- Information on Council's website
- An email to members of the Coastal 5049 residents group sent by the group's administrator and posted on their website.
- Council's Facebook page

In summary:

- A total of 117 visits to the project's Making Marion web page occurred over the 3 week
- 73 responses to the survey were received

Of the 73 responses received:

- **55 (75.3%)** respondents preferred *Option 1*
- **0** respondents preferred *Option 2*
- **18 (24.7%)** respondents preferred *Option 3*

A summary of the comments raised by respondents in relation to *Option 1* were:

- This option is most suitable to give users the area needed to satisfy all forms of activity, provide a cooling effect and importantly retaining the beautiful visual aspect.
- Need to keep the lawn area as is but be more water wise in the watering of it.
- Do not reduce it in size and do not cut back on watering.
- Don't want to see anything that will go brown and crunchy and lose the soft green ambience.
- Needs to include watering to the edge of the grass and monitoring of the sprinklers system so that it works efficiently.
- Residents also favoured upgrading the northern end of the reserve and there is disappointment that this was not reviewed.
- Some suggestions for the northern end of the reserve include a pathway and native plantings.
- The southern area would benefit from filling in the holes and depression.

A summary of comments raised by respondents in relation to *Option 3* were:

- Understand need to save water but green space is used 'daily'.
- Most respondents who selected Option 3 were in favour of a native grass trial.
- Good to be striving to develop suitable native plantings for the grassed area.
- Everything planted needs to be low growing so residents views are not impacted.
- Watering needs to be better managed.
- Creating garden beds around the edges will form a natural barrier to the roads and a safety improvement.
- Need to give consideration to the northern end such as native plantings and pathways.

OTHER ISSUES RAISED

Through the on site meeting the community highlighted two additional areas they would like Council to address, these being the levelling of the south-eastern grassed section and the state of the western end of the reserve.

Levelling of the south-eastern grassed section

Through further investigations it has been identified that there is a lack of large level grassed areas that support ball sports within the Marino area and several requests have been received to level out the south-eastern end of the reserve.

Regrading of the reserve can be undertaken during the irrigation upgrade which would involve some cutting and filling of the reserve. Regrading will also require an extended establishment period to allow the grass to re-grow.

North-western end of reserve

Residents have been disappointed with the lack of attention being given to the north-western end of the reserve, which is currently a dryland grass area. They would like to see some improvements made to this section which they feel has been neglected and is unpleasant to walk on.

This request is acknowledged by staff and will be reviewed as part of the City Property Strategic Asset Management Plan and development of an open space works program.

NATIVE GRASS TRIAL AT ROBERTSON RESERVE

At the 25 July 2017 General Council Meeting (GC250717R14), Council endorsed Robertson Reserve as a pilot site for the Natural Landscaping Design and Maintenance Guidelines.

Recent discussions with residents who reside near Robertson Place Reserve have indicated support for a native grass trial at this reserve. The reserve has similar geological features to Bandon Terrace and is considered an appropriate site to trial the native grass typology using the existing allocated budget.

The implementation of a native grass trial site at Robertson Place Reserve will allow Council to trial the native grasses on a smaller scale and undertake ongoing monitoring to inform the future implementation of native grasses in larger reserves.

NEXT STEPS

Through the outcomes of the onsite meeting (refer Appendix 3), it is clear that the replacement of kikuyu with the native grass at Bandon Terrace Reserve has not been supported by the community.

It is recommended that the existing kikuyu turf remain and at a future point in time Council reconsider the use of native grasses in reserves, following the successful implementation of native grass trials at Robertson Reserve.

The support of *Option 1* suggests that residents want little change to the south-eastern grassed section.

To address this feedback the proposed landscape plan (refer Appendix 4) suggests the following measures are implemented to improve efficiencies and reduce overall irrigation on the site, whilst seeking to maintain the amenity of the reserve. This includes:

- Upgrade to a more efficient irrigation system which can be remotely operated off-site and implement regular inspections of the reserve.
- In accord with the Irrigation Decision Support Tool as presented at the 13 June 2017 General Council Meeting (refer GC130617R09) , approximately 10,000m² of the reserve will remain irrigated. The area of irrigation is predominantly in the central area at the south western end of the reserve and around the playground, refer Appendix 4.
- Trial a decrease in watering frequency from 3 days a week to 2 days a week and monitor impact (weather dependent).
- Incorporate mulch under trees where irrigation lines cannot be reinstated due to Tree Protection Zones and to improve water retention and maintain health of trees.

These measures will result in approximately one-third saving of water compared to the current irrigation arrangements.

Attachment

#	Attachment	Type
1	Appendix 1 - Speaker's notes at April 17 public meeting	PDF File
2	Appendix 2 - Bandon Tce Reserve Natural Landscape Options	PDF File
3	Appendix 3 - Bandon Terrace Natural Landscapes Options-Engagement Report May2018	PDF File
4	Appendix 4 - Bandon Terrace Landscape Plan	PDF File

Bandon Terrace Reserve

Application of the Natural Landscape Design and Maintenance Guidelines

Public Meeting held 17 April 2019

Speaker responses

1. Mary Raymond
 - Head petitioner
 - Everyone is passionate about the park
 - Doesn't want the kikuyu removed at the south-eastern end of the reserve
 - Understands the need to conserve water.
 - Could be interested in a native grass but the ideal location would be at the other end of the park, where it is baron.
2. Sally Liddy
 - Concurs with Mary Raymond
 - Doesn't believe that native grasses will be the same as what is there currently.
 - Supports Council's approach to water restrictions but thinks it should be done through improved water management and better management of its sprinkler system.
3. Rosemary Patterson
 - How can Council justify spending \$300,000 on the reserve and not fix the western end of the reserve.
 - Would like to know Council's plans for the western end.
4. Neil Raymond
 - Nothing better than seeing people on this park.
 - Doesn't think a grass trial is needed – it just starts the whole process again.
5. Timna Kleinberg – Russell
 - Important park in community
 - Passionate about the environment
 - Is in favour of planting on outer rim combined with less watering of the reserve, but would like grass retained.
6. Ric Bierbaum
 - Council needs to look at watering less and mowing less.
 - No confidence in Council maintaining native plantings as they have not done a good job maintaining the native plantings in the stairwell area.
7. David Bagshaw
 - Wants to support sustainable environments but has been done before.
 - Sound principles around it but if you increase natives it has to produce the same level of amenity.
 - There is some support for a trial.

8. Mark Liddy
 - If Council wants to reduce water it needs to look at its watering systems.
 - The level of watering is ridiculous – watering has been occurring every night and water runs on the roads.
9. Sandi Carr
 - Is concerned about amenity at western end
 - It is often used as parking for work vehicles
 - It affects the amenity of the park
 - It is full of bindis
 - Could be the location of a possible walkway
10. Darryl Fuss
 - Agree with other speakers
 - Put native grasses down the bottom (western end)
 - Look into the irrigation management – has seen sprinklers on when it is raining.
11. Len Piro
 - This is a community facility
 - The proposal is not non-maintenance.
 - It will impact the amenity of the reserve.
12. Ross Harris
 - This is as good as it gets in terms of a common
 - It lifts the standard about what the community is about.
13. Phil Johansen
 - With the proposed changes, Bandon Terrace Reserve will become a destination and traffic to the area will increase.
 - Concern around traffic and kids playing on the reserve - proposed natives could create a boundary/barrier around the edge of the park
 - Doesn't want to see a native grass that isn't successful
 - Western end is irrigated around the edge.
 - Needs a large green patch of grass.
14. Graham West
 - Don't do anything
15. Nancy Higgins
 - Concern of dying plants
 - Would like to see testing of native grasses first.
16. Ian Rogers
 - Understands Council's long term objectives
 - Getting rid of green areas will discourage people from using the area.
 - Council hasn't done anything about reviewing the irrigation and more investigation is needed about how the reserve is irrigated.
 - Dirt and bindis make the bottom section of the park useless.

- Seeking some assurances of what is happening at the bottom of the reserve.
- Not confident that native grasses will perform like kikuyu.
- Would like to see a path to the beach.

17. Kerry Warner

- Agrees with what everyone has put forward.
- From an educator's perspective – kids need the outdoors
- Getting feet on the floor in nature appeals to kids with sensory needs.
- Would prefer to see natural plantings at western end.

18. Verity Nuttall

- Watering is as much on the road as on the grass.
- Less waste of water if sprinklers were further in the middle of the reserve.
- Native grasses at Brighton library don't look nice.

19. Simon Nuttall

- Bandon Terrace Reserve is a pleasant and useful green space.
- Won't be as nice with native grasses.
- Irrigate more carefully, adjust watering system to circumstances.
- Experiment with native grasses at western end.

20. Molly Rowan

- Feels that Council will be destroying the park by putting in native grasses.

21. Mark Robertson

- Council needs to look after the residents

22. David Parsons

- Likes the idea of plantings around the edge.
- Park provides a high level of amenity.
- Unique space in Adelaide
- Could be possible crowding if green area restricted to space in the middle (within south eastern section).
- Council needs to conduct a water trial not a change trial.

23. Evelyn Wallace-Carter (Letter read out by Sally Liddy)

- The native grasses and bushes may bring snakes.
- Stop using the term revegetation as the park does not consist of "disturbed or barren ground"
- As ratepayers, we surely have the right to say something about how our money should be spent and I for one, want our rates used to keep our parks watered as to create a pleasant cooling environment.
- Devastated that Council wants to decisively change this green and pleasant park where I have walked with my dogs, friends and families for years.

24. Name not recorded

- Supports native plants
- Kikuyu should be kept where people walk.
- Find a balance but keep the amenity.

25. Andy Raymond

- Supports water management principles.
- Need to balance cost savings with value to the community.
- Native grasses wouldn't stay green and useable.

NATURAL LANDSCAPE TREATMENT - OPTION 1









Bandon Terrace Reserve Natural Landscapes

Landscape Options Survey

May 2019

- A register was available at the meeting for residents to provide email details for future correspondence relating to the project.
- When consultation was open, an email was sent to all registered participants informing them of the consultation.
- A message was included in the Coastal5049 'Community News Update' email newsletter with a link to the consultation web page.
- Signage was placed on the site with information about the landscape options and where feedback can be provided.
- A message was posted on Facebook on May 15 with information about the consultation.

3. Consultation Overview

Community members were invited through the online survey to provide feedback on the Landscape Options for Bandon Terrace Reserve.

The options were as follows:

Option 1: Retain the existing kikuyu on the southern section of the reserve and reduce the amount of irrigation to more sustainable levels.

Option 2: Continue with the original draft concept by applying a number of natural landscape typologies, including mulch underneath the trees, garden beds with understorey plantings and replacing the southern section with Wallaby grass.

Option 3: Apply two landscape typologies in mulch under trees and garden beds with understorey plantings and keep kikuyu on southern section. Commence a trial for native grass at the northern section and consider, with community feedback, to revisit re-grassing the southern section with a native alternative.

A full summary of all responses to each question is provided within this report. Responses have been listed as worded by the respondent and all have been submitted anonymously.

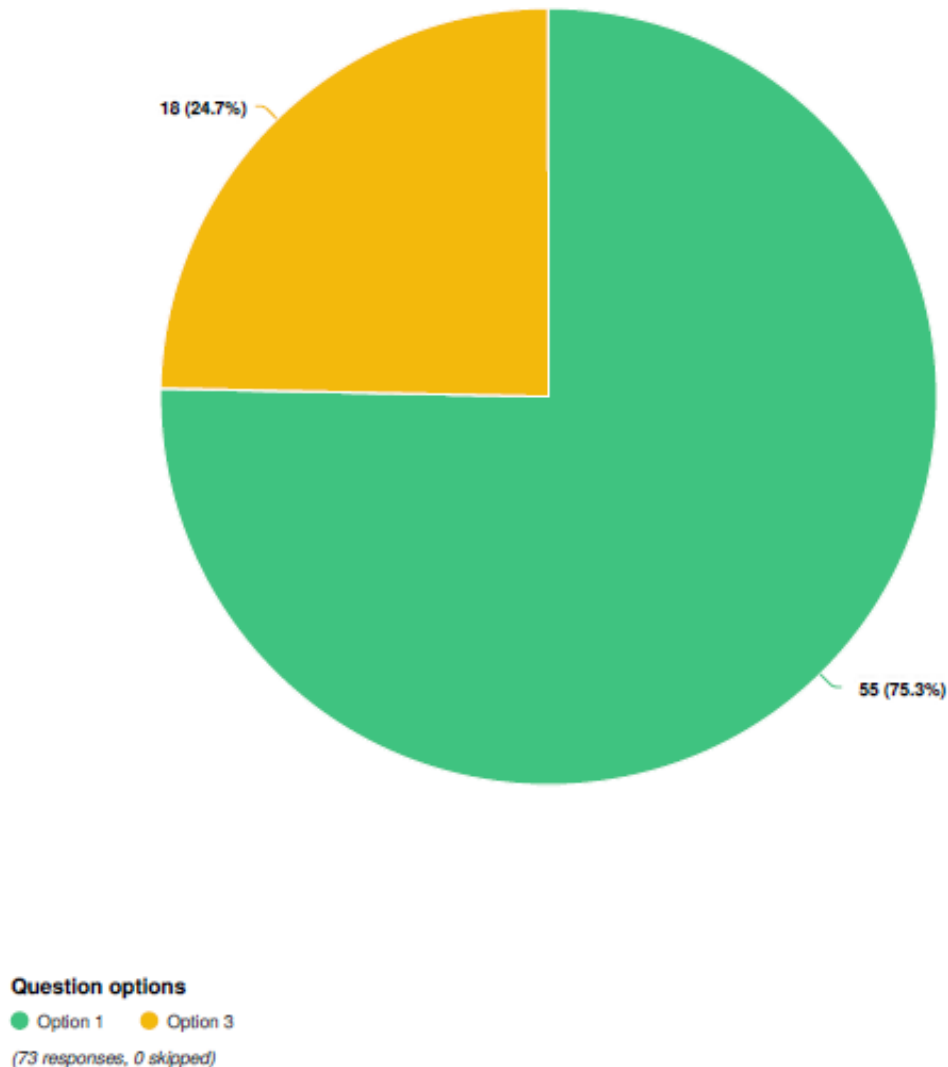
4. Overview of Consultation Findings

In summary, over the three week consultation period Council received:

- A total of 117 visits were recorded between the 3 week period to the project's Making Marion web page where survey tools including the Draft Concept and Precedent Images were available for viewing.
- 73 responses to the survey were received.

5. Summary of feedback received

Q1 Which Option do you prefer?



Summary of results:

Of the 73 responses received, approximately three quarters of respondents preferred Option 1 with the remaining respondents preferring Option 3.

Comments from respondents who chose Option 1

MAJOR ISSUE: You propose "Retain as per existing" for the northern end. But as per existing NOW it is a large expanse of dirt. Was grass when illustration was created, but thats now an illusion. What do you ACTUALLY propose for that ungraded area?

This option at least keeps some green usable area in the park.

"Planting of new trees and shrubs are needed. Ones that have blown over in storms have never been replaced. Kikuyu is a forgiving lawn and is dog and family friendly. Yes. Improved irrigation is needed. The green lawn is cooling, calming and because of its open space, is used by families for many activities.

Our house has all of the living areas upstairs so that we overlook the park from the cricket nets down to the stairs. I do not want to see anything planted that will go brown and crunchy and we lose this overall soft green ambience. "

In addition to the retention of the Kikuyu grass I feel the area would be greatly improved by filling in the holes and depressions and raising and lowering the irrigation system as needed which Jason advised was envisaged with the initial proposal to plant native grasses in this area.

"This option is the one favoured by the majority of people attending the consultation meeting on April 17th 2019. In addition, residents at this meeting also favoured upgrading of the North Western end of the Reserve. This option maintains the beauty, useability and healthiness of the Reserve as a pleasant dust-free place to walk, run, gather as social groups, exercise and enjoy."

I feel that this option would be most suitable to give users the area needed to satisfy all forms of activity, and importantly, retaining the beautiful visual aspect.

This option is the best but still totally ignores the community views expressed at the meeting where native plants should be planted at the North Western side "DUST BOWL". Surely the native plants in option 3 could be used in the Dust Bowl as i assume funds have been allocated.

"This will still enable children to play on soft grass and give a green open space year round. HOWEVER ... after all the feedback on the northern end of the reserve, there has still been nothing suggested to address the dustbowl .. please listen to your residents on this issue!!
Signed 'Very Frustrated Rate Payer'"

This option retains some of the reserve as I know it, which has been part of my life for almost forty years and I do not want it reduced in size or the watering being cut back. As a rate payer over all these years I, of course, want rubbish collected but second to that I want "Our park" watered. If Holdfast Bay can water the parks along the coastline why not Marion? Also, many local residents play with their dogs in this reserve and we really don't want this to be curtailed and so please do NOT introduce a "dogs on leads" requirement. Let us continue to have similar amenities to those we have had in past decades

"I think we need to keep the lawn area as it is but be more water wise in the watering of it. It is very disappointing that there is no plan to do anything about the beach end of the reserve which is just dirt and prickles."

In addition I would like the test area for the native plants to be a large space at the Northern (lower) end of the park as this area needs to be fixed so it can be used for recreational use just like the existing southern end as many people suggested. Along with this suggestion, a walkway to the newly developed stairs that accesses the beach should also be undertaken. At the moment this area are useless for anything due to the large amount of Bindi weeds and three corner jacks covering that space over the whole area. These weeds are spreading in to the surrounding properties around the park. This makes it hard to walk across this area and is not good for dogs or small children. The small test areas proposed in option 3 was not in the spirit of what was requested at the meeting held on site in the Bandon Tce Reserve (written twice in separate responses)

Hopefully planting of some kind of grass could be added to the barren northern end of the park in order to make the whole area attractive

"I would like to see the reserve stay the same for all to enjoy. We have just moved in and the reserve was a great feature that attracted us to this area , just as north brighton did with their lovely reserves . The northern end with no irrigation that creates dust in windy condition and looks terrible should be the area to see if a native grass trial will work . A path going from east (Holder Parade end would be good to access the steps going down to the beach . Dusty in summer muddy in winter .
Thankyou

The grassed area needs to be retained (as is) so that children and adults can undergo recreational activities. This will esp. be the case when the new playground is finished, attracting more people than previously.

Leave it as it is.

The area serves its current purposes well and will continue to do so if properly maintained
My kids want to play sport such as AFL and soccer in the lawn. It's important to have a nice big green grass space . Looks lovely when so much is dry.

Keep the large grassed area for children to play on for sports and to get back to nature play. Families back yards are virtually non existent so this area is needed for children, adults and dogs to play on. Thankyou

"Great job in establishing the playground area it looks like it will be a wonderful space to play. Broadly this one fits best for the overall concept. But the area below the playground needs to have more attention to brining it into a sustainable greenspace rather than a brunt-out dusty dry wasteland during most of summer. Dealing first with the huge wastage of seemingly unmaintained daily irrigation in the upper grassed section is the easiest and first step in modernising and reducing costs for the park overall. Design principles should retain the wide open space feel of the upper area. This is a unique space in Marion, where nature and sea and wind and view and openness all come together - let's not lose it to the need to change for what seems to be poorly thought our economic arguments. Thanks very much for being open to the concerns of the park users and residents and trying to achieve a good outcome for all. It's a hard job! "

"Lawned areas are necessary for families to enjoy kicking a football, dog walking and generally enjoying open spaces. Native grasses render the area useless for activities necessary for the community to enjoy the outdoors"

The current open space look is perfect for the area. Improving efficiency in watering is vital. The number of times I have ridden past in the morning to see the bitumen being watered is unacceptable.

"Option 1 retains the great look of the reserve and cancels out the water wastage that has occurred in the past. I live further along Bandon Terrace, just outside the Marion Council Boundary and with my grandchildren are regular users of the Bandon Terrace Reserve. I welcome the upgrading of the playground, but also feel that the current kykuyu lawn needs to be retained for ball games and picnic areas, where people can sit on a lawned area in some shade on hot days. I have been concerned about the waste of water with the current watering regime. I am disappointed that the council has not chosen to do any work on the bottom end of the reserve, which in the summer becomes a dust bowl & the winter a quagmire. I attended the meeting at the reserve and know that this was a big concern for the vast majority of those who were there. I don't believe that native grasses are the answer to maintaining this reserve as a usable space for the community."

This is the only option that will leave the area open and useable for 9 months and the western side where the new drains have been installed is a disgrace and a dust bowl.

Plenty of opportunity to reduce costs of watering lawn without removing it. Perfect and only space so large for dogs, would be a waste to get rid of it!

Usable open space is crucial to our family. I am amazed that the council would consider reducing what little there is.

"I am very disappointed that council have submitted the same options that were available on the night of our public meeting and not made any amendments following on from the community feedback after the

meeting. Much was said about the neglected north western end of park and yet there is no plan to spend any of the money that may be saved, if option one is voted for, on plants and landscaping down that end of the park. Option one needs to include watering to the edge of the grass area in the south eastern end of the park with modifications to the current sprinkler system and some monitoring to ensure that it works efficiently. We don't want the grass that is already there around the edges to simply die off due to no watering!!! As has been the case in the north western end of the park. I hope we will have another chance to view a modified version of these options once council has taken into account the feedback of residents who attended the public meeting.

Thankyou for taking the time to read my feedback.

Southern end should be all grass and beach end would be nice with the native plants

Retain the reserve in its current state. The council should review 6 plots to trial, but at a location further west toward to the ocean in the arid dirt/waste area.

Option 1 has the Southern end kikuyu remaining with irrigation reviewed for efficiencies however does not address the whole of Park concept. The \$50,000 that was to be spent on Southern end should be allocated to the Northern end with a new pathway to Beach access & across Park, in conjunction with planting a combination of grasses & shrubbery, mulch etc.. to the remaining area. Irrigation needs to be implemented to ensure plantings won't just die off during hot months. Marion Council has documented it's own Trial responses that show how green areas reduce land temperatures which is vital in response to Climate warming. I would like to see Marion Council approach Park management with a more balanced approach than just focussing on reducing water use. Residents need green areas for mental, physical & environmental health now & probably more vitally into the future.

The major concern with the Bandon Tce landscape options proposed is the total lack of consideration given to the large, now ignored and denuded section of the reserve adjacent to the stairway. This needs to be grassed, watered and maintained and not converted to any other use. The great concern for the community is that this area will become a dust bowl, unmaintained, just as most of the stairway has become. It has only been by the generosity of local residents that this stairway has any plants still alive. The community, as a result, has very little confidence that Council can cope with the maintenance of the large area of Bandon Tce Reserve at the top of the stairway.

"Water smarter - ie. water in cooler times of day during summer.

After rain begins in Autumn/Winter reduce irrigation significantly unless unusually dry/drought conditions prevail. Please advise what is happening to northern (ocean) end of reserve that is currently a dustbowl causing significant blowing dust problems for nearby residents? Options indicate ""Retain as per existing"" but this area cannot remain a dustbowl - this is unsatisfactory. But we cannot have have grasses and natives that create a snake and vermin haven. Thank you."

more open space

Living in Carlton Terrace I see the amount of time and the type of usage there is of the reserve and removal of the grass area would be a major mistake. Also I believe the area in the reserve below this project is being completely left out and this is a major worry to me. In recent times it has been use as a storage area for machines and building works and although I understand this is necessary sometimes is the area being left out so it can be used for this on a continual basis?

"Robert and Rosemary Patterson's preference is Option 1 with the addition of properly established native grass (wallaby grass) to the North West of the new playground and the addition of some parking spaces where the current path and steps go down to the beach.

The money saved from leaving the Southern section of the reserve as is would help fund the critical need for vegetation of the North Western section. Council are already proposing to widen the narrow access road to the 3 properties accessed by it in 2020/2021 (as per Tony Lines and Mathew Allen from Council).

The public meeting held on 17 April 2019 made it clear that the current upgrade of the reserve was an opportunity to address the currently barren North Western end which in summer is a dust bowl and an eyesore. Many of the residences at the North Western end of the reserve would be among the highest rate payers in Marion Council and their concerns should be taken seriously. It is not acceptable for the North Western end to "Remain as per existing" as proposed in all three Options."

Do not use native trees at the western end of the Park. They are very untidy and attract vermin and snakes and cannot be used to walk through. It simply destroys the look and utility of the whole park which needs to be 100% grass.

Would like to have dogs off leash in this area. Enjoy throwing the ball; good exercise for me and the dog.

Following the community meeting at the reserve on 17 April, option 1 is the closest to what I feel is the best option and what I felt the community was wanting to retain. It retains the kikuyu lawn as a community asset for recreation and play, aesthetically appealing and providing a cooling effect to the surrounding houses. With regard to the 3 options offered, it was disappointing that these options did not change following the community meeting on 17 April. These were already presented to the community. There are 2 other options that the community suggested at the meeting and are options I would liked to have seen go to the community for voting on. One was no change to the existing set up and the second was option 1 plus the addition of garden beds/understorey planting of the trees. I also find it disappointing and concerning that council does not appear to be managing the reserve as a whole. There has been no mention of any management strategies beyond the playground and need to reduce the area irrigated. And to be frank, council is totally neglecting the NW of the reserve and has been for years. What is council's management strategy for this area? To label as 'retain as existing' on the map is short sighted and unacceptable to the community and I hope council has taken note of the feedback on this from the meeting on 17 April. I acknowledge council originally consulted the community around the playground and the revegetation projects but by its own conclusion it received very little feedback. The community is concerned about this proposal and has mobilised and voiced its opinion. Council now has feedback and hopefully they have listened and are incorporating what they heard into the future plans for the reserve. The original consultation around the revegetation was confused with the playground consultation, and the documentation around the drivers for replacing kikuyu with native grass were vague and the photos and artists impression of what the new reserve will look like were a bit misleading. The artists impression on the revegetation flyer shows the grass in its winter state, not its dry summer state and they've even added things like butterflies to the photo. There was no explanation of what the grasses would look like in summer- which I would expect be off putting to the community. The photos of the native grasses in the flyer have been copied off the internet and are from interstate projects..... Why not hold off on doing anything and develop a plan for the reserve as a whole? It's great that the playground is being redeveloped, this will be a great asset but I suspect most of the demographic of the area will not be benefiting directly from a new playground. With regard to the options presented it would have been worthwhile to have some additional information to support the key indicators on the map. For example, what does a 'reduction to the current irrigation mean'? Will we still have a green healthy lawn or will council reduce watering to a point where the lawn is browning off during summer? I'd like to see council commit to looking at watering efficiency measures beyond just reducing the size of the area watered. Can council find a solution to keeping a green lawn and regular watering and still meet water reduction targets? Has it looked at the type of sprinkler heads, rate of watering, length of watering, time of watering etc? What is the cost benefit analysis of simply reducing the area irrigated against implementing irrigation efficiency measures for the existing area irrigated? Has this been done? Council's irrigation strategy to only water a certain area at each park should be a guideline as it is so high level. I'd like to see council looking at management of reserves at a micro level to make efficiencies that are acceptable and beneficial to the community. Marino in general doesn't get a lot of landscaping attention from council and the proposal to replace kikuyu with native grass and reduce the irrigation is a reduction in current asset and valuable recreation and open space to our community. With regard to the diagram for option 1, it is unclear what the perimeter of the kikuyu area means? According to the diagram, both

the area shown as retained kikuyu and the perimeter will both have a reduction in irrigation but there is no further explanation?? What's the difference? The colour of the perimeter in the key indicates a complete lack of watering in line with the NW end of the reserve and by current management practices of the NW end is a total avoidance of management. With the playground now extending into the area beyond its current footprint there will be limited space for ball play and games on the area designated as irrigated turf. The size of the basketball court is being increased also taking up more space. With the addition of irrigated garden beds around the playground and as included on options 2 & 3, council will need to implement a management strategy for these gardens. This includes maintenance and testing of irrigation system, weed control and replacement of dead plants. Unfortunately from past experience and observation council has a set and forget policy. This has been the case with the Newland Ave Linear Reserve, Nimboya Ave Reserve and roadside plantings along Bandon Terrace. There is little point putting in garden beds if they won't invest and allocate resources to these improvements or simply have a only the strong will survive mentality.

Leave open space as is.

These 3 options were on the table at the residents meeting in the park. We are against any changes to the grass area. We believe the money earmarked for the changes to the east section would be better spent on upgrading the desolate west section and looking into rainwater/runoff capture and recycling. The consensus of opinion from the 85 odd residents in the park meeting last month was to leave the grass section as is and tweak the watering. The bottom (west) end is shocking and some upgrade e.g. trialling the native grass there as a feature, not a small square to improve the hard rock desolation.

Keep watering to edges

Keep watering to edges, don't leave them dead.

Remain as is.

Leave as is. If you wanted to spend on this project instead toilets should have been considered, for the amount of people who use the reserve, instead of knocking on people's doors to use the toilets. People's privacy is not considered. We have lived in this area for 35 years, please leave as is except for installing toilets.

The kikuyu grass is attractive and pleasant and drought resistant. Both to the eye and for picnic and associated recreational activities; spend the money you're proposing re option 2 and 3 on a toilet facility. This will attract many more users - reduce the unwanted requests for same on local residents - and retain a beautiful area, native grasses are uninviting and unattractive except for snakes.

Keep south-east green please! Keep north-west with trees and native plants.

More plants to western end.

Comments from respondents who chose Option 3

"All and everything planted should be low growing, ie ground covers and grass plants (which will help sustain the health of the trees and the ground) so resident's views are not impacted.

There is already impact from the level of the ground in the playground being raised and the proposed structures, let alone the new 'hill' that is appearing and now I hear a tall ever green tree that is proposed to be planted in the middle of the area.

Please consider the 24/7 residents who pay rates in your decisions over the visitors who will use this facility sporadically. "

In favour of the trial, however feel they should be located at the southern end closer to the "oval" maybe in the perimeter access ways to get a better test of performance. Also the Northern end (beach) needs some improvements of its own and the trial could get in the way of that.

Whilst understanding the need to save water and seek alternatives to the current kikuyu lawn we love our 'green' space and use it daily. I am concerned at the Wallaby native grass option and would like more information on which type of Wallaby grass has been chosen as the seeds from some types can be a hazard to dogs (embedding into the fur and skin) I believe the 6 plot areas on the north end of the reserve to test different lawn alternatives is a great idea.

Good to be striving to develop suitable native plantings for the grassed area. The results could then be applied by some residents to their own gardens. This could be encouraged. Less water-usage has to be the way to go. The River Murray and our reservoirs don't have unlimited amounts. Is there any way of incorporating stormwater retention in this and future plans. Native wildlife will be encouraged too, under this proposal

"Good that Residents views have been canvassed on-line as the debate has been hijacked by some vocal locals.

Off-leash time for dogs needs to be balanced against the need for children to have somewhere safe to play. Perhaps there could be a time period when dogs can be off-leash.

Option 3 is good because it significantly reduces water usage and the trial plantings will inform future decision-making although a 12 month trial really only covers the establishment of the grasses and not their maintenance."

I like the idea of trial grasses to find the most efficient drought resistant one for the particular site with a consideration to climate change and not wasting water

I believe this is the best option as we get to see what these new grasses are like to play on with our kids. The current grass is nice and soft so is great for rough and tumble play

Most practical of options. Watering not necessary as often as is currently managed. Check of sprinkler heads to avoid watering road rather than desired areas would significantly reduce costs of watering/mowing. Suggest rod testing of southern area as undulating surface is increasing rapidly.

"Option 3 maintains the issues raised at the most recent meeting of residents. I note the grass still runs to the road around the playground area, a safety improvement to this would be creating garden beds as a natural barrier to the road. I also note that the native grass test area is essentially that, 4 small blocks of native grass. The original option 2 proposed by council was planting native grass across the whole of the Bandon Tce area. It has now become 4 very small blocks? A better option would include paths to meet the stairs to the beach and test plantings covering all or parts of the divisions created by one or more paths. Thankyou for the opportunity to input into this initiative. "

"I like the garden beds and the retention of the Kikuyu. I also like the idea of the trial plots. I would prefer to see the native grasses planted en masse in the northern area along with some paths across the park and connecting to the stairs down to the beach. It is a dusty ugly area at the moment. This would make a much better area to trial the grasses to ascertain their suitability rather than taking up the Kikuyu and then finding it doesn't work. Also a good way to educate the community about the merits of native grasses. It is important that the trial beds are used as the current area is used to ascertain its suitability."

Need to give consideration to Northern waste land as well. Plant trees and suitable native grasses

Under this or any of the other options something must be done to deal with the bottom/northern section of the reserve which is a dustbowl in summer and will be mud and weeds in winter.

I think it seems like the most thought out option.



Murray Darling Association Membership

Originating Officer	Senior Environmental Planner - Rebecca Neumann
Corporate Manager	Manager Innovation and Strategy - Fiona Harvey
General Manager	General Manager City Development - Abby Dickson
Report Reference	GC190723R08

REPORT OBJECTIVE

The purpose of this report is to confirm Council's position in relation to membership of the Murray Darling Association.

EXECUTIVE SUMMARY

The Murray Darling Association has written to invite Council to join the Murray Darling Association (MDA) for 2019/2020.

RECOMMENDATION

That Council:

- 1. Notes the letter from Emma Bradbury of the Murray Darling Association inviting City of Marion to join the Murray Darling Association (Attachment 1) and supporting information booklet (Attachment 2).**

CHOOSE OPTION 2 OR 3

- 2. Accepts the offer to join the Murray Darling Association as a member Council and**
 - Endorses additional funding of \$6,682 (exc GST) in 2019/20 to be funded from savings identified in the first budget review for 2019/20**
 - Endorses funding of \$6,682 annualised with CPI for inclusion in Council's Long Term Financial Plan**
 - Nominates up to five voting members to attend Region 7 meetings (noting only three votes can be cast for national MDA Meetings) with any vacant voting entitlements being open to staff deemed appropriate by the CEO.**
 - 2.1. XXXX**
 - 2.2. XXXX**
 - 2.3. XXXX**
 - 2.4. XXXX**
 - 2.5. XXXX**

OR

- 3. Declines the offer to join as a member of the Murray Darling Association.**

GENERAL ANALYSIS

City of Marion was a member of the Murray Darling Association for many years up until July 2015 when a motion to continue membership for a further four years was lost (GC140715R04).

DISCUSSION

The Murray Darling Association (MDA) is a membership-based organisation representing local government and communities across the Murray-Darling Basin since 1944.

From the MDA Constitution (www.mda.asn.au)

The purpose of the MDA is:

To provide effective representation of local government and communities at state and federal level in the management of Basin resources by:

- (1) providing information;*
- (2) facilitating debate; and*
- (3) seeking to influence government policy.*

The objectives of the MDA are to:

- (1) advocate on behalf of Basin communities;*
- (2) use local knowledge and expertise to fully understand regional issues;*
- (3) act as a two-way conduit for information and discussion between our communities and governments;*
- (4) encourage and facilitate debate about relevant issues that matter for the Basin's future;*
- (5) explore options to achieve sound solutions to regional issues;*
- (6) test information to ensure a sound base for those options;*
- (7) be an educational resource for the Basin.*

The MDA divides the Murray-Darling Basin and all areas connected to the Basin via pipelines into 12 regions. The City of Marion along with all of metropolitan Adelaide and the south-western Fleurieu falls into "Region 7" one of the two regions outside of the Murray-Darling Basin catchment area but heavily reliant on the Basin for water supply, food production and other economic benefits.

Current other financial Council members of the MDA in Region 7 include:

- City of Adelaide
- Adelaide Hills Council
- City of Burnside
- Campbelltown City Council
- City of Holdfast Bay
- City of Mitcham
- City of Norwood Payneham & St Peters
- City of Onkaparinga
- City of Playford
- City of Port Adelaide Enfield
- City of Tea Tree Gully
- Town of Walkerville
- City of West Torrens

If Council wishes to join the MDA as a member Council, it would be entitled to:

- Regional and national representation of local priorities
- Access to regional networks supporting local economic development and leadership initiatives
- Representation at state and federal level in the management of Basin resources
- Entitlement to attend, contribute to and vote at a region meeting (up to five voting representatives)
- Entitlement to attend, contribute to, debate and vote at an MDA Meeting (up to three voting representatives)

Member Councils are also invited to participate in forums and other special events. National Conferences are usually held annually in conjunction with the MDA AGM. Member Councils are offered a slight discount to attend the National Conference.

Region 7 meetings are held approximately quarterly and are hosted by Member Councils usually on a rotational basis.

Voting members are usually Elected Members from the Member Councils, however staff may also be nominated to attend. Staff of the host Council often provide short presentations at the Regional meetings.

Membership fees for the Council Membership are set as part of the annual budgeting process. Increases are kept to a minimum, however the normally increase slightly in line with CPI.

Key current issues being discussed in Region 7 meetings include:

- Water quality and security to support population demand and economic growth.
- Adelaide's significant contribution to water sensitive urban design as a benefit to neighbouring Basin communities
- Regional leadership.

Conclusion

City of Marion has a commitment to improve efficiency and sustainability of water resources and to use the best technologies and methods to be as self-sufficient as possible. We also encourage our community to be careful in their energy and water consumption.

These strategies along with broader aspirations for our Council related to climate change resilience, engaging with nature and developing the prosperity of our region align with the goals of the Murray Darling Association.

Membership with the MDA could provide benefit to the goals of the City of Marion if there are Elected Members that have a strong interest to increase their awareness and engagement on issues related the management of the Murray-Darling Basin.

Attachment

#	Attachment	Type
1	Attachment 1 Letter of Invitation From MDA	PDF File
2	Attachment 2 MDA Membership Brochure	PDF File



admin@mda.asn.au
www.mda.asn.au
T (03) 5480 3805
ABN: 64 636 490 493

Level 1, 250 Anstruther Street
P.O. Box 1268
Echuca, Vic 3564

28 June 2019

Mr Adrian Skull
Chief Executive Officer
City of Marion Council
PO Box 21
OAKLANDS PARK SA 5046

Dear Mr Skull

On behalf of the National President and the board of the MDA, I am pleased to invite your council to join the Murray Darling Association (MDA) and enclose here a quote for membership for 2019/2020, together with a number of informative resources.

With the security and availability of water increasingly a key issue for all councils and communities across the Murray Darling Basin, we write you to consider membership with the MDA.

As one of three levels of government in Australia, and the one most directly connected to community, local government makes an incalculably valuable contribution to the processes, community consultation, and the formulation of decisions made and taken in the ongoing implementation of the Basin Plan. Continuing collaboration of local government at a peak level is essential to ensure that local and regional priorities are understood at the Basin scale.

We recognise that council's commitment to participate is a cost to budget that must demonstrate value to the organisation and to your community. The MDA's recently updated membership policy continues to strengthen the role of local government and the value of your membership and participation. These documents can be found at <https://www.mda.asn.au/join-us/membership.aspx>

Further, I have enclosed here a package of resources that clearly illustrate the complex role and the value to your community that council's investment delivers through engagement with your peak body. A copy has been provided for each councillor, with additional copies for your key executive team.

We request that these packs be tabled at your next available council workshop or meeting. Either I, or the Chair of your region will be pleased to address council if requested to provide further information and to hear from you on opportunities to further council's interests through the MDA.

Should you have any questions in relation to the MDA, or require further information please don't hesitate to contact me by phoning (03) 5480 3805 or e-mailing e.bradbury@mda.asn.au.

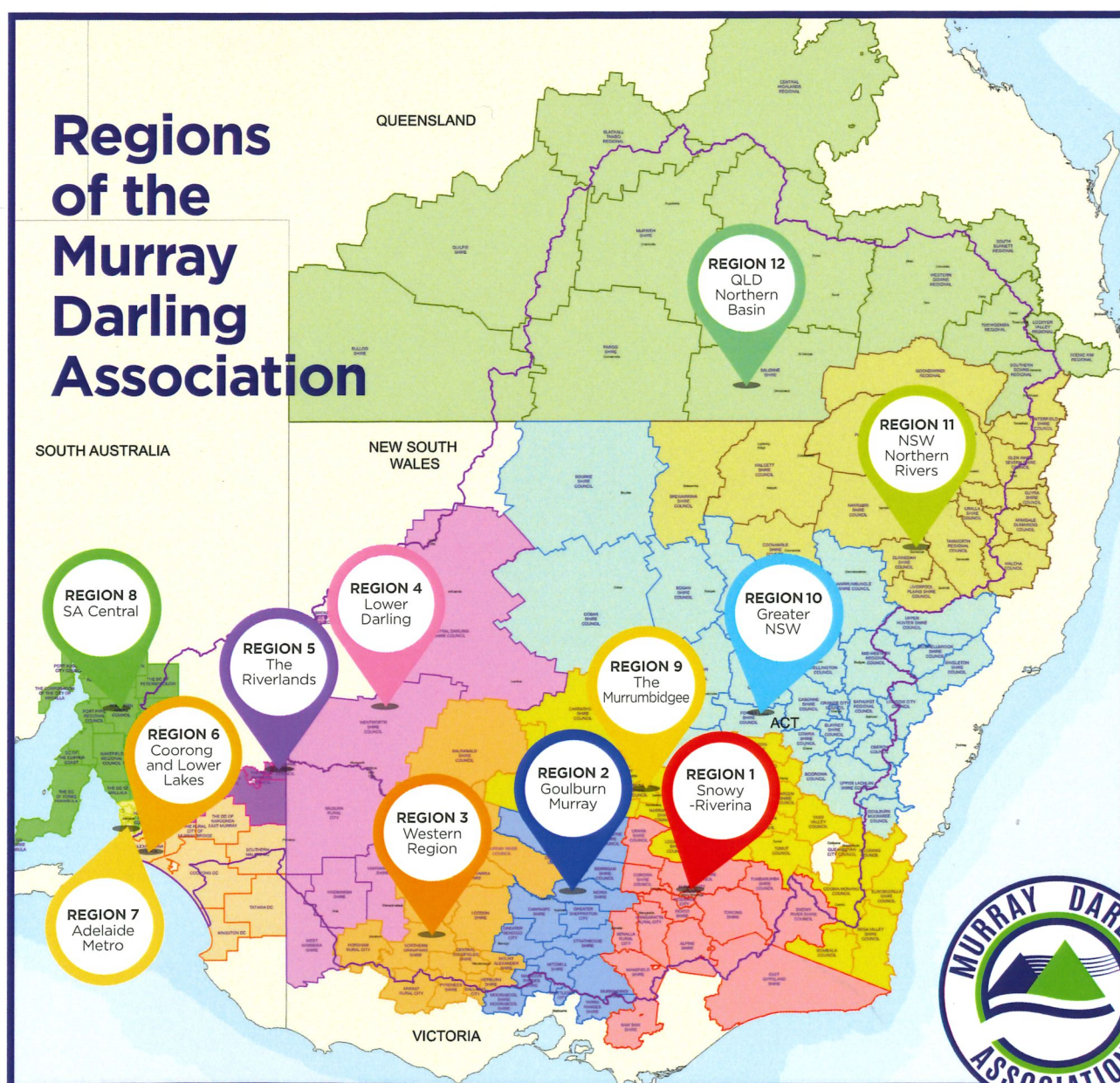
Kind regards,



Emma Bradbury
Chief Executive Officer

Murray Darling Association

Representing local government and community
in the Murray-Darling Basin since 1944



has a population of over **2 million** people

14% of the Australian continent

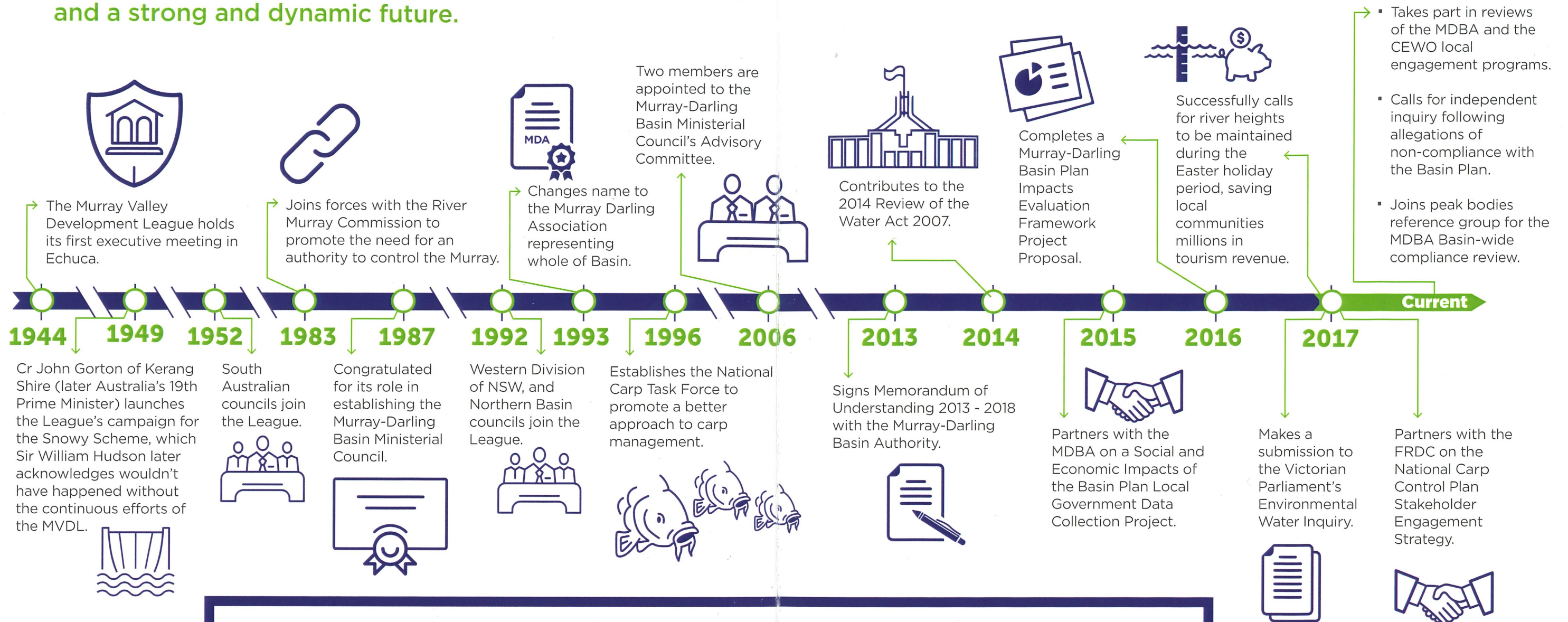
167 councils across 4 states & the ACT

3 million provides water to more than people

over **40** Aboriginal Nations

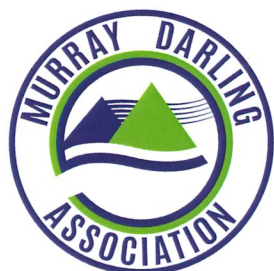
The journey so far...

The MDA has a 73 year history of national achievements, and a strong and dynamic future.



"History is made by those who show up."

Benjamin Disraeli
(British PM 1868-1880)



www.mda.asn.au

One voice representing local government and communities on water-related issues.

For more information, please contact:
Level 1, 250 Anstruther St Echuca Vic 3564
PO Box 1268 Echuca Vic 3564
P: 03 5480 3805 E: admin@mda.asn.au

Why should your council join?



A powerful voice.

Be part of a collective voice advocating for councils and communities in the Basin.



Ensure your voice is heard.

Inform water policy at regional, state and federal level.



Support existing alliances.

To advocate on regional priorities.



Informed decision making.

Ensure your expertise and knowledge plays a part in the decisions affecting you.



Shape the future.

Be a part of creating the future we want for our Basin communities.

“If the MDA didn’t exist, we’d have to invent it.”

Hon Craig Knowles,
Chairman Murray-Darling Basin
Authority (2011-2015), Forbes 2014



Working together with 3 levels of Government to deliver the Basin Plan.

MDA is the only peak body that provides a ‘parliament’ of local government on Basin related issues. MDA works with:

- Local Government NSW • Local Government SA • Local Government Qld
- Municipal Association of Victoria • Australian Local Government Association



How

can my council inform public policy?

Your council has direct influence.

- Regions meet quarterly.
- Region chairs meet monthly sharing knowledge for a whole of Basin perspective.
- Annual national conference.
- Peak representation at state and federal parliamentary and agency levels.
- 2-way information sharing.
- Secure council centric voting entitlements

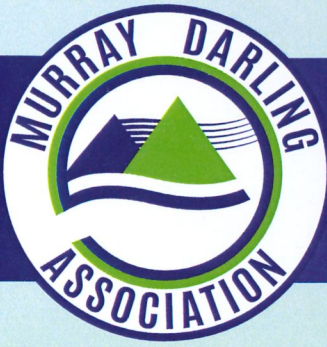
Strength in numbers.

**Peak body for
local government
across the Murray
Darling Basin.**

The MDA relies on the information provided by its member councils. Your council’s contribution is essential to ensure policy is developed in consultation with those most affected, providing valuable insights and perspectives before state and federal policy is irreversibly locked in.



www.mda.asn.au



MEMBERSHIP BENEFITS

LOCAL PRIORITIES – NATIONAL INFLUENCE



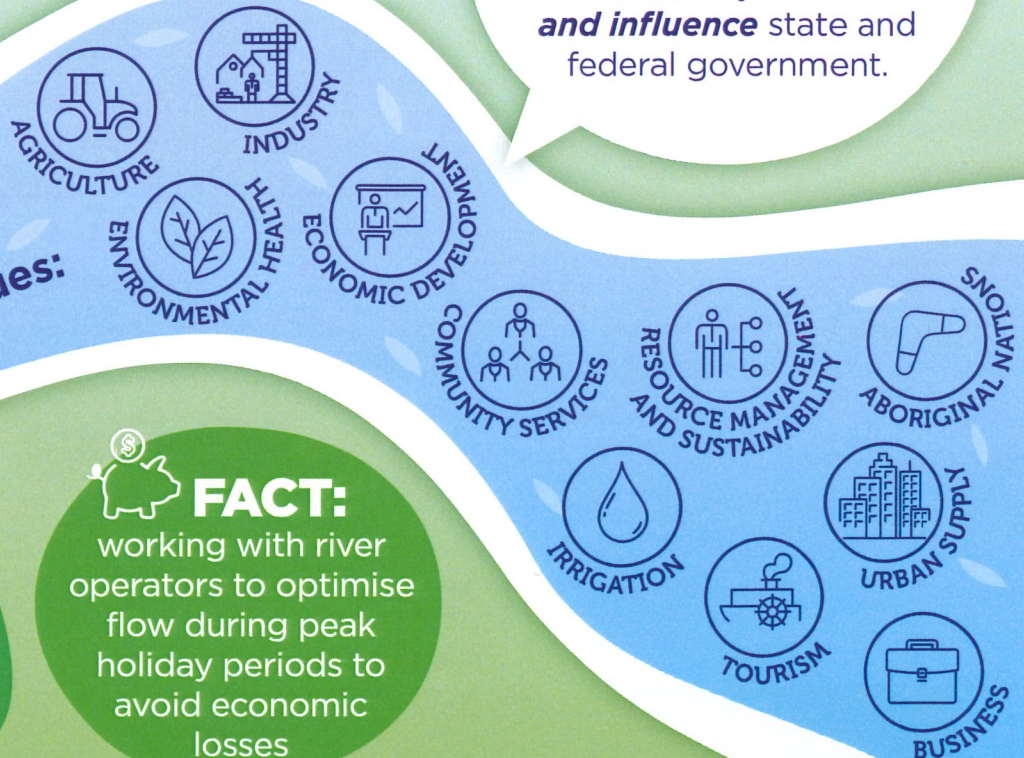
FACT:

we helped kick-start the Snowy scheme over 70 years ago!

The benefits of MDA membership are now flowing freely to all our regions.

The MDA is your peak body for local government in the management of Basin water resources, working harmoniously to **inform and influence** state and federal government.

Water plays a unique role in so many important local issues:



FACT:

today's Basin Plan is world-leading watersharing legislation. Council influence is more important than ever!



FACT:

working with river operators to optimise flow during peak holiday periods to avoid economic losses

Here's why your council has so much influence, as an MDA member:



regions meet quarterly to establish your priorities

chairs meet monthly to understand and support your priorities at a Basin scale

annual national conference

multi-level information sharing.



FACT:

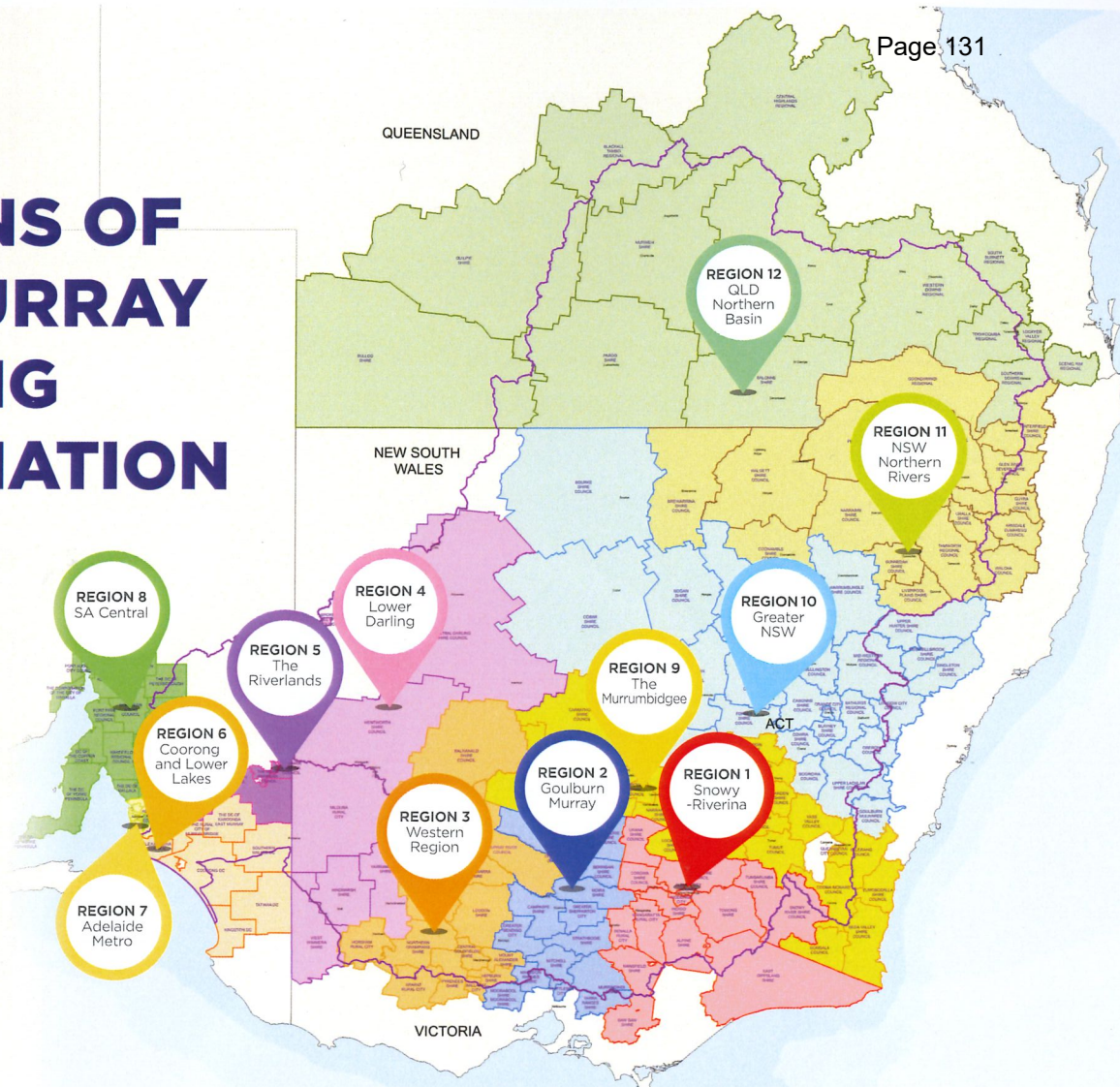
partnering the National Carp Control Plan to engage councils about a better approach to feral fish management. Results so far are exciting!

Local government united – to **inform and influence**.
Ensure your council's membership!

www.mda.asn.au / admin@mda.asn.au



REGIONS OF THE MURRAY DARLING ASSOCIATION



A COMPLEX ENVIRONMENT

We recognise there are:

172 councils,
and their
associated
communities

4 states,
the ACT, and the
Commonwealth, and
countless agencies

Two houses of parliament,
a government,
an opposition,
minor parties and
cross benchers

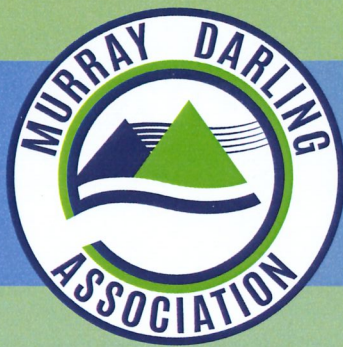
across the Murray Darling Basin.

All have differing needs
and demands.

Yet, all are united by our
common commitment to
a healthy working Basin.



For further information, please contact the Murray Darling Association
P: (03) 5480 3805 | www.mda.asn.au | admin@mda.asn.au



MDA MEMBERSHIP FAQs

Q. Do the objectives of the MDA align with the mission and purpose of *my* council?

If your council is committed to

- work closely with the Federal and State governments to achieve our goals
- be resilient to a changing climate and able to sustain our urban and rural productivity and quality of life, both now and for future generations
- foster partnerships that deliver value for money to our ratepayers
- responsibly manage our natural and build resources
- contribute to solutions for water quality and security in our local reign and across the Basin

Then there is a strong strategic alignment between your council and the MDA.

Q. What's in it for my council?

- regional & national representation of local priorities
- strong regional networks supporting local economic development and leadership initiatives
- effective representation of local government and your communities at state and federal level in the management of Basin resources.

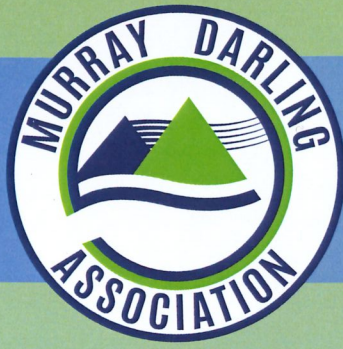
Q. Will membership with the MDA 'water down' the ability of our council to engage directly?

Not at all. In fact, quite the reverse. The MDA actively encourages our member councils individually and collectively to engage and contribute to the national debate and to participate in the decision-making process.

Q. What are the relationship benefits?

The MDA has strong relationships with federal and state water Ministers, Basin Official, MP's, departments and agencies including

- Federal Departments of Water, Agriculture and Environment
- State and Federal MPs and departments
- National, state and regional LGAs
- The Murray-Darling Basin Authority
- The Commonwealth Environmental Water Office
- CSIRO
- The Productivity Commission
- Universities
- Research and Development Corporations
- RDA's and more...



MDA MEMBERSHIP FAQs

Q. What is the MDA's position on the 450GL up-water?

The MDA supports the Murray-Darling Basin Plan and recognises the need for it to adapt and evolve.

- Basin Plan implementation must deliver balanced social, environmental and economic outcomes for all
- we work constructively with all stakeholders using our collective knowledge and influence to develop solutions.

Q. What has the MDA done for its members lately?

- member of Productivity Commission (PC) Murray-Darling Basin Plan: Five-Year Assessment Stakeholder Working Group
- launched PC Draft Report at MDA 2018 national conference
- member of National Carp Control Plan Communications and Operations working group
- initiated Ministerial Round Table - Mildura, March 2017
- engaged MINCO regional meet and greet events
- instrumental in Local Government Representatives on the Basin Community Committee
- facilitated interagency meeting on the health of the Barwon Darling
- regular engagement through Australian Local Government Association & State LGA events
- 10 years of MOU with Murray-Darling Basin Authority (2013-2023)
- attracted funding for LG projects & initiatives
- member of Murray-Darling Basin Peaks Group
- driven the Basin agenda via the MDA National Conference and AGM for 75 years
- Largest membership-based LGA of councils in Australia
- triggered review of social and economic impacts analysis (SIA) and definition of neutrality of the plan
- Connecting Catchments and Communities education and leadership forums
- MDA Basin Communities Leadership Program.

- all councils have differing needs and demands, yet we are united by our common commitment to a healthy working Basin
- our strength is in our diversity
- local solutions will deliver national unity on regional issues.

Q. How can one organisation represent the interests of so many different councils?

Member councils have a voice

- in determining regional priorities
- by appointment to the National Conference and AGM
- through equitable voting entitlements that support the authority of local government, while enabling community members to contribute their expertise and experience.

Q. What role does a member council have in the decision-making process?

For further information, please contact the Murray Darling Association
P: (03) 5480 3805 | www.mda.asn.au

Ascot Park Bowls Club Irrigation Replacement

Originating Officer	Unit Manager Sport & Recreation Facilities - James O'Hanlon
Corporate Manager	Manager Innovation and Strategy - Fiona Harvey
General Manager	General Manager City Development - Abby Dickson
Report Reference	GC190723R09

REPORT OBJECTIVE

This report seeks Council consideration and approval to upgrade the irrigation system at the Ascot Park Bowls Club through a joint funding model and to provide landlord approval.

EXECUTIVE SUMMARY

The Ascot Park Bowls Club (APBC) currently occupies the Council owned site on Davidson Ave, Park Holme. The APBC are committed to working with Council and ensuring utilisation of the facility to the wider community and undertake regular open nights to the community for community meals.

The current irrigation system comprises a series of above ground hoses and sprinklers that are very labour intensive in setting out and packing up which is then repeated several times over to ensure adequate water coverage over the 3 greens. The automated sprinkler system used for the general lawn areas is constantly failing due to its age.

The APBC acknowledges that the request involves an upgrade to a fully automated irrigation system and as such have approached Council to seek a shared funding model and a 50% contribution to the project costed at \$36,000 with the APBC contributing the other 50%.

RECOMMENDATION

- 1. Endorses an allocation of up to \$18,000 from Councils Asset Sustainability Reserve - Community Facilities Partnership Program**
- 2. Notes a contribution of \$18,000 by the Ascot Park Bowls Club towards the project.**
- 3. Grants landlord consent for the upgrade of the irrigation system within the Ascot Park Bowls Club.**
- 4. Advises the Ascot Bowls club will be responsible for any project related overruns.**

GENERAL ANALYSIS

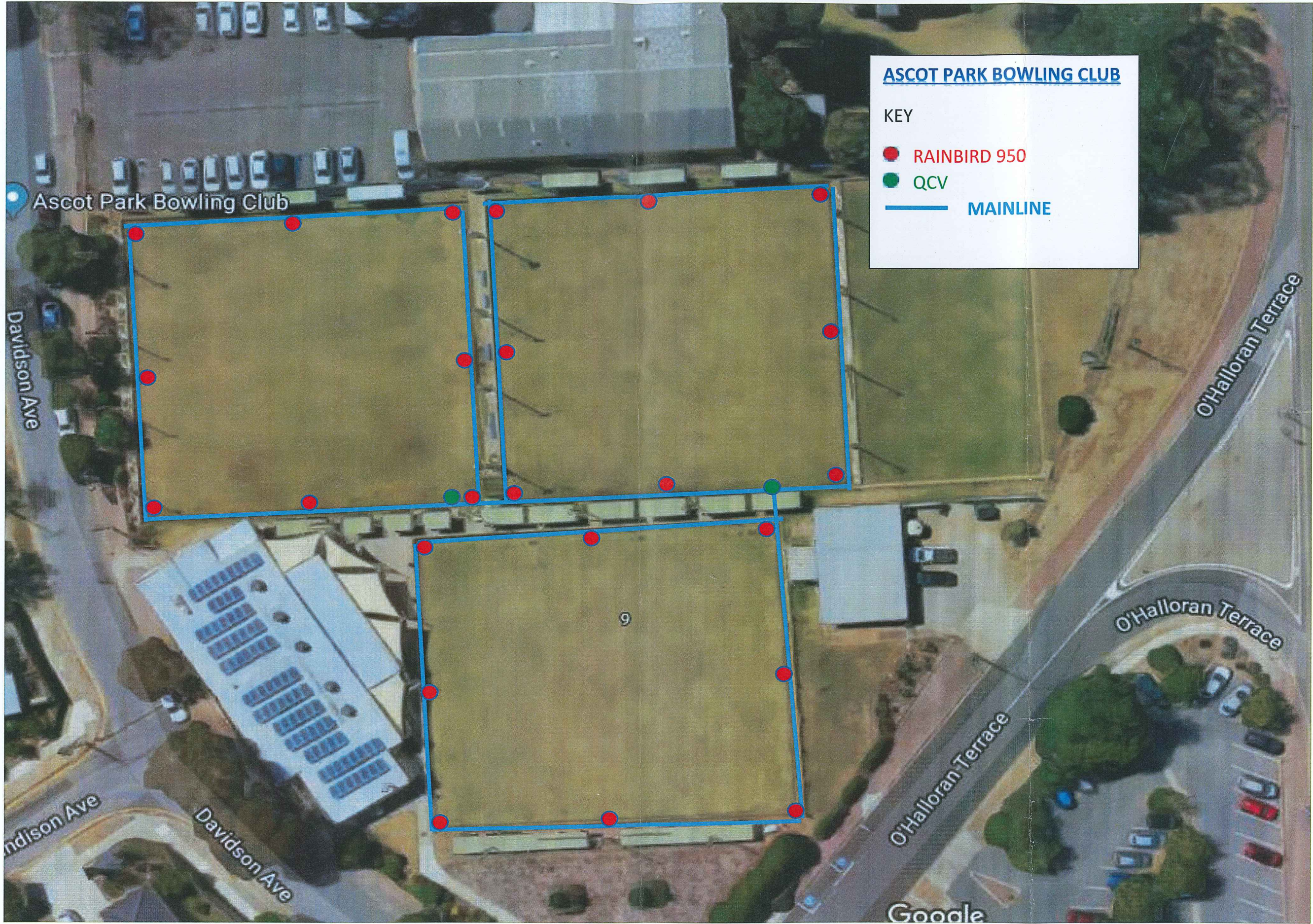
The APBC currently has 170 members for its Pennant competition and over 250 members for its Night Owls competition. The club opens its facilities to the general public and schools for wider community use including public meals, social events, fitness classes is highly utilised by local school groups for formal and informal bowls.

The APBC exhibits effective governance, financial controls and currently have no debts to the City of Marion and is a STARCLUB and GOODSPO RTS accredited club.

Whilst replacing the existing hose system would be a cheaper option in the short term, upgrading to an automated system would lead to greatly decreased operational costs for the APBC in relation to curator labour which is the highest expense for most bowls clubs. APBC have agreed that the ongoing maintenance costs for the automated system will remain to be the responsibility of the APBC. The APBC understand and agree that the delivery of the project and associated processes including procurement and project management will be delivered by the City of Marion.

Attachment

#	Attachment	Type
1	Ascot Park Bowls Club	PDF File



Coastal Climate Change Adaptation Plan - Stage 3 Monitoring Plan

Originating Officer	Senior Environmental Planner - Rebecca Neumann
Corporate Manager	Manager Innovation and Strategy - Fiona Harvey
General Manager	General Manager City Development - Abby Dickson
Report Reference	GC190723R10

REPORT OBJECTIVE

To seek endorsement from Council for a coastal monitoring program for the City of Marion.

EXECUTIVE SUMMARY

At the General Council meeting on 27 November 2018, Council endorsed the Marion Coastal Climate Change Adaptation Study (GC181127R16) which included detailed descriptions of Council's vulnerability to coastal climate change - particularly sea level rise. This represented the completion of stages 1 and 2 of Council's coastal climate change adaptation planning.

The Coastal Climate Change Adaptation Study highlighted that the outlook for the Marion coastline by the years 2050 and 2100 is good in global standards, however there are areas that require ongoing monitoring in order to detect change early and prevent more expensive remedial work in the future. The areas with most vulnerability are low-lying areas and areas of cliff that have been filled in the past or have softer, less resistant geology.

An update report was presented to Council in May 2019 (GC190514R11) informing Council that a coastal climate change specialist (Integrated Coasts) had been engaged to develop the action and monitoring plan and provide advice on the role for Council action in consultation with the Coast Protection Board (State Government) and other key stakeholders. This ongoing monitoring and review represents the final stage (Stage 3) of Council's coastal climate change adaptation planning.

A draft City of Marion Coastal Monitoring Program is presented in Attachment 1.

Key monitoring actions include:

- Recapture of a full 3D coastal model in 2023 for detailed analysis of change
- Biannual analysis erosion / sand movement along Hallett Cove beach to monitor hot spots at Field River Mouth and Heron Way embankment
- Storm event and regular monitoring of hotspots at the Esplanade Marino, Marino rocks carpark, Hallett Cove Cliffs near the Esplanade and Clifftop Cres.
- Initiating a citizen science coastal monitoring program including photo points and a tidal staff in the Field River.

The overall monitoring program for the next five years has been identified as \$150,000 (see Attachment 1). It is recommended that Council invests a total of \$75,000 over the next five years subject to receiving matching funding from the State Government (Coast Protection Board) for the delivery of this program.

Onground coastal protection works are currently being investigated for Heron Way Reserve (Stage 2 of the Heron Way Reserve and Foreshore Masterplan) and the dunes north and south of Field River. Management of future onground coastal protection priorities identified from the Coastal Monitoring Program will be brought to Council for consideration on a case by case basis.

RECOMMENDATION

That Council:

1. Endorses the *Coastal Monitoring Plan for the City of Marion* (Attachment 1) as the key program for implementation of the coastal climate change adaptation plan as per the City of Marion Business Plan 2019 -2023.
2. Allocates a total of \$75,000 over the next five years for implementation of a coastal climate change monitoring program subject to receiving matching funding from the State Government (Coast Protection Fund)
 - \$18,000 in 2019/20 to be funded by an adjustment in the first 2019/20 budget review
 - \$10,500 for three years 2020/21-2022/23 for inclusion in Council's Long Term Financial Plan
 - \$25,500 for 2023/2024 for inclusion in Council's Long Term Financial Plan
3. Notes further review and prioritisation of actions will be considered if matching funding cannot be secured from the State Government by late 2019.

Strategic Alignment

Development of the Coastal Climate Change Adaptation plan was a key priority of the 2016-2019 Business Plan and implementation of the Marion Coastal Climate Change Adaptation Plan is a priority of the new 4-Year Business Plan 2019 - 2023

Risk Management:	This project has been included in Council's Corporate Risk Register as a key control to manage climate change related risks.
Timeline	Ongoing coastal monitoring will continue to be required in the long term. A plan for priorities in the next five years is included in Attachment 1.
Current Budget Allocation	Currently \$5,000 is allocated to the coastal monitoring program for 2019/20 only. This budget will cover communications and engagement around Council's coastal climate change program.
Proposed Future Budget Allocation:	A budget of \$18,000 for 2019/20, \$10,500 for 2020/21-2022/23 and \$25,500 for 2023/2024 is recommended for implementation of a coastal climate change monitoring program subject to receiving matching funding from the Coast Protection Board.
Other Funding Sources:	Matching funding will be sought from the Coast Protection Board for the coastal monitoring program. Support from Coast Protection Board will also be sought for any further protection / adaptation works required.

DISCUSSION

The City of Marion is still at an early stage in understanding how best to adapt to future coastal climate change impacts. The coastal monitoring plan presented in Attachment 1 is based on important coastal baseline data collected over the past two years and will form the basis for future climate coastal adaptation decisions.

The implementation of the Marion Coastal Climate Change Adaptation Plan is a priority in Council's recently adopted 4-Year Business Plan 2019 - 2023 however at the time Council adopted this Plan the funding requirement for coastal monitoring was yet to be finalised. It is recommended that Council fund the implementation of the Coastal Climate Change Adaptation Plan actions for 2019/20 through the first 2019/20 Budget review.

The City of Marion is the first coastal metropolitan Adelaide Council to complete a detailed coastal adaptation study and develop a dedicated coastal climate change monitoring plan.

To the south, the City of Onkaparinga has already been dealing with significant coastal erosion concerns along the soft cliff areas and is in the process of developing a coastal climate change plan.

To the north, the 28 km beach strip between Kingston Park and Outer Harbour has been actively managed by the State Government through the Adelaide's Living Beaches strategy. The primary focus of coastal protection in this area has been on sand replenishment and dune and seagrass restoration funded by the State Government.

In early July 2019 it was announced that the State Government would invest an additional \$48.4 million in protecting the Adelaide beach strip including additional sand and a sand recycling pipeline that will recycle sand from Semaphore to West Beach.

Being outside of the sandy metropolitan beach area, the City of Marion has not received significant funding support from the State Government for coastal protection works. The coastal monitoring plan presented in Attachment 1 is a relatively low-cost plan for Council and the State Government to work together in ensuring that any changes to the Marion coastline are detected early and funding for future protection / adaptation works can be planned before risk profiles increase.

The matching funding for this coastal monitoring program will be sought from the State Government via the Coast Protection Fund.

If Council is unsuccessful in securing matching funding in the Coast Protection Fund, it is recommended that a report is presented back to Council to consider staged funding of actions that address management of the Council land and infrastructure at highest risk to coastal climate change.

Attachment

#	Attachment	Type
1	Attachment 1 Coastal Monitoring Program for City of Marion - V2	PDF File

COASTAL MONITOR



Integrated Coasts

MONITORING AND EVALUATION

A coastal monitoring program for:

City of Marion

DRAFT

30 June 2019

TABLE OF CONTENTS

FORWARD	3
CONCEPTUAL FRAMEWORK.....	4
ADAPTATION PRINCIPLES (AND CASE STUDIES)	5
THE MONITORING CONTEXT	5
The risk context.....	9
The purpose of the monitoring	15
The type of project.....	16
The project length	16
The indicators to be assessed.....	17
EVALUATION AND REPORTING	22
CITIZEN SCIENCE	24
THE MONITORING PLAN	29
REFERENCES	31

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Document control:

Draft: 3 May 2019_MDW



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Introduction

This monitoring program is the output from the third stage of a coastal adaptation study for City of Marion:

- Coastal Scope
- Coastal Study
- Coastal Monitor

COASTAL MONITORING

This monitoring plan is based on emerging best practice, relying primarily on CoastAdapt, UK Climate Impact Programme (UKCIP), and from numerous case studies. While most agree that ongoing monitoring is the key to coastal adaptation, there is very little uniformity about how to go about it.

'We are still at an early stage in understanding how best to adapt to future climate change, how vulnerability can be most effectively reduced, and what the characteristics of a well-adapting society might be (UKCIP, 2011).

Implementing coastal monitoring programs to support coastal adaptation decisions can be difficult for the following reasons:

- The long time frames involved in adaptation,
- High uncertainty of the timing and nature of the impacts,

- A large range of coastal contexts both in physical characteristics, but also social, cultural and economic contexts.

Everyone agrees that monitoring involves the collection and evaluation of data. However, the research shows that the emphasis on data collection is normally in relation to 'monitoring the plan' and not monitoring physical data from the coast for the purpose of creating baselines. For example, often monitoring is implemented within the social or economic realms rather than relating specifically to changes in the coastline itself.

The emphasis of this monitoring plan is on the collection of coastal data upon which to form future coastal adaptation decisions.

RATIONALE FOR THIS PLAN

The structure of this plan is framed around three main contexts:

- A contextualisation of the risk profile for City of Marion coastline,
- Providing a rationale for the proposal,
- The inclusions of case studies (where relevant).

Finally, this plan is purposefully fixed at a five-year term, at which time a full evaluation should be undertaken to assess the data, and to formulate a new or revised monitoring plan.

Key Points

There is general agreement that monitoring programs are required to underpin coastal adaptation strategies over time.

There is currently no uniformity in approaches to coastal monitoring.

It is generally agreed that coastal monitoring programs are difficult to implement and maintain because of the:

- long time frames involved in adaptation,
- high uncertainty of timing and nature of impacts,
- large range of coastal contexts.

Primary research was based on intensive evaluation of monitoring information within CoastAdapt and UK Climate Impact Programme (UKCIP).

Figure 1: Tom Doyle, 2016, Collecting physical data from coast



Conceptual Framework

A *conceptual framework* is a way to understand how the variables in a study connect with each other. It is like a 'map' for the investigation and usually presented in a way that is easy to remember and apply. Conceptual frameworks are useful for communicating with various stakeholders.

MONITORING FRAMEWORK

This coastal monitoring tool adopts a simple and intuitive framework. Coastal hazards experienced along a section of a coastline can be categorised and assessed in three main ways:

- **Coastal geology (the fabric of the coast)**

Intuitively we understand that if we are standing on elevated granite that the coast is not easily erodible. Conversely, we understand if we are standing on a low sandy dune that erosion may indeed be a factor. It is the geology of the coast upon which our settlements are situated that determines one side of the hazard assessment in terms of elevation (height above sea level), and the nature of the fabric of the coasts (how resistant it is to erosion).

- **Coastal modifiers (human intervention)**

In some coastal locations human intervention has significantly altered the nature of the coast. For

example, an extensive rock revetment has been installed from Brighton to Glenelg along the Adelaide coastline. This installation has modified the fabric of the coast from sand dunes to rock.

- **Coastal exposure (eg actions of the sea)**

If we find ourselves on the shore of a protected bay, or in the upper reaches of a gulf, we intuitively know that the impact from the ocean is likely to be limited. On the other hand, if we are standing on a beach on the Southern Ocean and listening to the roar of the waves, we understand that we are far more exposed.

It is the combination of these three factors that determine the nature and severity of the hazard in any coastal location.

CHANGES IN THE RELATIONSHIP

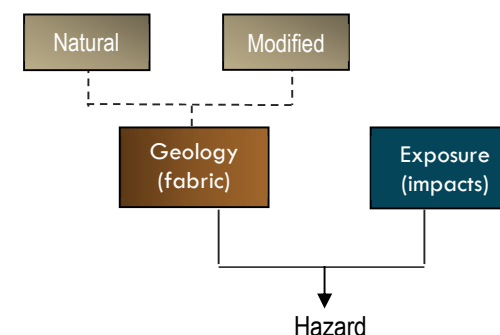
Finally, in a coastal adaptation study and monitoring program, we are also interested to know how this relationship between *fabric* and *exposure* may change over time, and what this may mean in the context of our coastal settlements.

Our sea levels have been quite stable for several thousand years. However, in recent times, the rate of sea level rise has escalated. Last century, sea levels rose at ~2-3mm per year. In this century, seas are rising on average at ~5mm per year in our region. The general consensus of the scientific community is

that the rate of sea level rise will continue to escalate towards the end of this century (~10-15mm per year). These projections are based on sound physics, but the exact rate is uncertain.

What is certain is that if seas rise as projected then the relationship between fabric and exposure will change significantly in some coastal locations.

Figure 2: Conceptual framework



©Integrated Coasts

The aim of this coastal monitoring project is to collect and analyse data that enables the ongoing evaluation of the relationship between the *fabric* of the coastline and its current *exposure* to actions of the sea, and how this relationship may change over time.

Adaptation Principles

A principle is a proposition or value that is a guide for behaviour or evaluation. Three guiding principles have been adopted for coastal adaptation study. Research demonstrates that these principles remain relevant in the context of coastal monitoring.

Coastal adaptation takes place in localities

In comparison to other climate change hazards, sea-level-rise and associated erosion, is unique. For example, a uniform increase of temperature of 1-2 degrees will uniformly affect a region such as the Fleurieu Peninsula. In contrast, a uniform increase of sea level of 0.5m is likely to produce a vast array of impacts, even within a ten-minute walk along the coast. The reason for the difference in the way that the hazards are experienced is that the impact of sea level rise (and associated erosion) is dependent like no other on the thresholds and tipping points that the geological layout presents at each location. Furthermore, the geological structure and rock types, the bathymetry of the sea-floor, and the orientation of the coast to wind and wave exposure, all act as modifiers in the way in which sea level rise and associated erosion are experienced. Therefore, coastal adaptation, including the underpinning risk assessment procedures, must operate in a fine-grained way that appropriately deals with the local nature of the impacts.

Coastal adaptation should be based on the collection and analysis of physical data

One finding of the research for this project demonstrated that monitoring data is collected across all facets of the quadruple bottom line: environmental, social, economic, and cultural. For example, data could be captured to determine beach goer's satisfaction of their local beach (social), or capital values of coastal properties could be monitored over time (economic).

Integrated Coasts views these as secondary monitoring contexts.

The primary monitoring context should be focussed on monitoring the physical changes that occur in the coastal fabric (erosion or accretion), and changes in exposure (the impact of sea level rise). This is the context that really matters, and upon which all others are ultimately dependent.

Figure 3: Primary and secondary monitoring contexts – secondary monitoring contexts will ultimately be shaped by the primary monitoring context



Funding dilemma: Monitoring projects that focus on social, economic or cultural aspects of the coast are more likely to be shorter term and have specific outcomes in mind. Monitoring of the physical nature of the coast can appear to be less focussed and the outcomes not as clear.

Coastal adaptation will take place over long time frames

Integrated Coasts recognises that coastal adaptation is a process that will take place over decades, and even centuries. And therefore, data from monitoring will form the basis for decision making. And wherever a monitoring program is envisaged, a baseline is required. Without forming a baseline, future monitoring is likely to have less meaning. In the context of coastal adaptation, the *Ecology Dictionary* provides the most appropriate definition of a baseline:

A quantitative level or value from which other data and observations of a comparable nature are referenced... [and]

Information accumulated concerning the state of a system, process, or activity before the initiation of actions that may result in changes.

Adaptation Principles

Continued...

Two basic elements reside in the definition. To illustrate:

Comparing the position of a shoreline or cliff top using aerial photographs collected since the 1940s form a baseline rate of erosion or accretion. Once this baseline rate is established, projections can be formulated about the possible future impact of erosion along the shoreline (in the context of other data).

A digital model created recently with associated imagery creates a digital baseline against which future erosion can be compared (ie monitored). Recapturing the data in five or ten years time will enable further comparisons to the historical baseline, and improvements to the projections made.

Research findings

Both CoastAdapt and UKCIP note the problem of dealing with moving baselines. Integrated Coasts diverges from both of these resources and notes that obtaining baseline data is fundamental to long term coastal adaptation. The fact that baselines will move should be anticipated, but there is no reason why a future baseline cannot be compared with a current baseline.

A case study approach is useful to make the point.

Case Study 1: Waikato Regional Council (New Zealand)

Waikato Regional Council has been collecting beach profile data for forty years from up to 60 sites along its coastline. The Council also conducts beach video monitoring at selected locations.

The key purpose of the project is to understand shoreline changes over both short and long-time frames. The monitoring **indicators** were 'beach volume' and 'shoreline position'.

Many beaches suffered erosion in the 1970s but these beaches were rebuilt in the 1980s.

The results show that sandy beaches can fluctuate by up to 30m with changes to erosion and accretion occurring over decades.



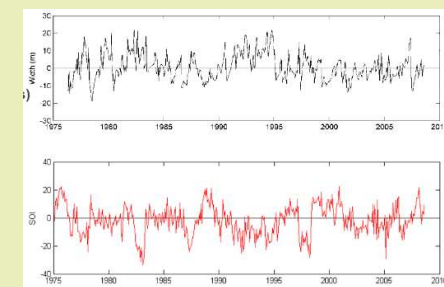
'Despite sometimes dramatic changes, our records don't show that any of our Coromandel beaches are experiencing a long-term trend for erosion. This may change in the future with projected sea level rise'.

Case Study 2: Narrabeen Beach, NSW

The Water Research Laboratory of NSW (and its predecessors) have been conducting monthly profile monitoring of Narrabeen Beach since 1976. Equipment in the early days was very basic but in latter times WRL has utilised video monitoring, RTK surveying, fixed LiDAR, and airborne LiDAR.

The conclusion after forty years is that the net trend movement of the beach is ZERO, but the beach can vary by up to 80m. The erosion trend was observed to operate in opposite correlation with the Southern Oscillation Index.

Conclusion: '...the reality is that in Australia, we presently know very little about the present day variability and trends that are occurring around our coastlines' (Ian Turner, 2018).



Beach width in opposite correlation with Southern Oscillation Index.

Source: WRL 2018, PPT presentation.

Adaptation Principles

Continued...

These case studies were chosen specifically to illustrate the importance of understanding the normal parameters of a coastline. There are places around the world where sea level rise is already having a large impact on coastlines. The chalk cliffs in England appear to be suffering ongoing erosion. In our own State, trees that have stood for 40 years or more in the Foul Bay area are falling into the sea which suggests that the beach is now operating outside of its normal range. The point here is that an understanding of how our coastlines behave now is imperative to be able to determine when sea level rise is changing the baseline. This understanding will allow Council to know when hard decisions are necessary, and when the coastline is operating within its usual parameters.

'Pathways' adaptation -a review

What is known as 'pathways' adaptation methodology is the preferred way to undertake coastal adaptation. A pathways approach attempts to deal with uncertainty using three main ingredients: scenario planning, time, and triggers or thresholds. A 'pathways' approach outlines plausible futures from which to identify key thresholds and triggers, and then to consider alternative pathways when these are breached. However, Integrated Coasts is of the view that in most cases less time should be placed upon considering triggers and alternative pathways, and more time in collecting the data which will inform decision making for decades to come¹.

Case Study 3: Australian Baseline Sea level rise monitoring project

In 1992, thirteen gauges were installed around Australia to measure the rate of sea level rise using 'mean sea level'. This project also known as the SEAFRAME project (find acronym).

In the earlier years, Bureau of Meteorology produced annual reports. However, it was soon noted that there was variability in the rate of rise from year to year, and that climate trends such as El Nino and La Nina played a part in determining shorter term rates.

It is now accepted that a minimum of 20 years data is required to identify the current baseline rate of sea level rise, which is presently averaged at 4-5mm within the South Australian region.



Case Study 4: Findings in South Australian context

Alexandrina coastline

A study of the Alexandrina coastline demonstrated that while some erosion has been experienced since 1949, the coastline is currently going through an accretion stage. A comparison of historical photographs between 1949 and 2006 showed that net erosion was 12-15m. However, between 2006 and 2018 the shoreline in these locations accreted back to the 1949 position. There are some smaller sections where erosion has continued to accelerate. When making coastal adaptation decisions it is imperative to understand the normal cycle of the beach. If the normal cycle of the beach is not understood, then very costly decisions could be made within what is the normal erosion cycle of the beach.

Changes on a beach usually relate to a larger macro driver. The archives from 1970s and 1980s relating to Sugars Beach (opposite the Murray Mouth) noted a high rate of erosion upon the beach. Even in this era Coastal Management Branch suggested that sea level rise may be the underlying cause. However, a recent study demonstrated that subsequent to the installation of the Goolwa Barrages in 1938, the Murray Mouth migrated westwards by ~1km and the position of the main channel moved north towards Sugars Beach. This was the main cause of the erosion resulting in an erosion rate of 1m p.a.

¹The exception is where new or upgrades to infrastructure is envisioned. In this case a study of thresholds and trigger points is essential.

Adaptation Principles

Summary

Coastal Adaptation Principles

1. Coastal adaptation takes place within localities and therefore a fine-grained approach is required.
2. Coastal adaptation should be based on the collection and analysis of physical data
3. Coastal adaptation will take place over long time frames – decades, and even centuries

These three adaptation principles and the central role of coastal monitoring is depicted in Figure 4.

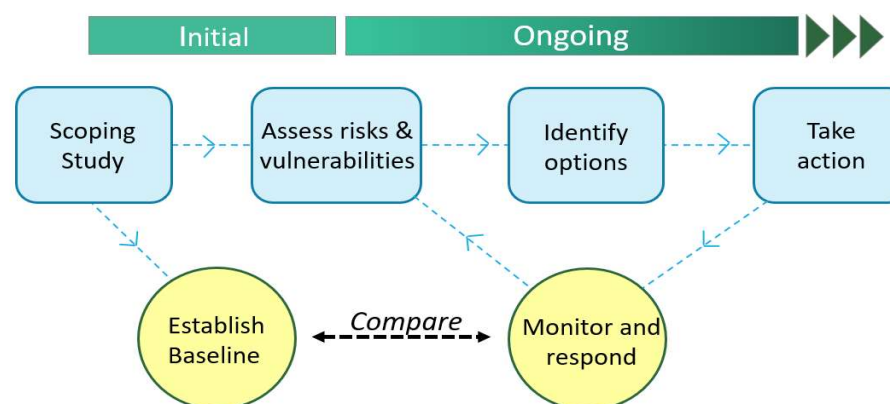
Case study: dialogue and conclusion

If Waikato Regional Council had not been monitoring coastal change and a rapid increase in erosion occurred as it did in the 1970s, but this time in the context of high awareness of climate change and sensational media reporting, how would it have interpreted the erosion? What actions might the Council have taken that could be very high cost thinking that the rate of erosion was outside the norm, and expected to continue and accelerate? A similar question could be asked for the Narrabeen coastline.

These questions do not undermine the prevailing view that sea level rise will have an impact upon our coastlines, but rather show that maladaptation, along with high costs, are more likely in the absence of an understanding of how local beaches behave over time. And the only way to understand how they behave is to conduct monitoring of the coastline.

A valid conclusion from the case studies is that cost-effective monitoring is likely to save the Council money over time, and give Council the necessary data to both make hard decisions when these are required, but also resist the political and media pressures that are increasingly prevalent in dealing with climate change.

Coastal Adaptation Model



Integrated Coasts (2017)

THE MONITORING CONTEXT

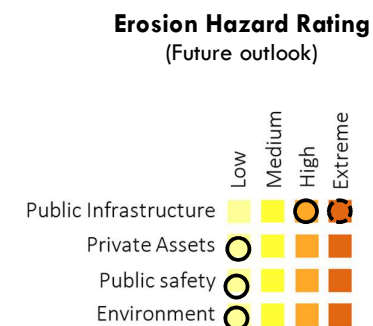
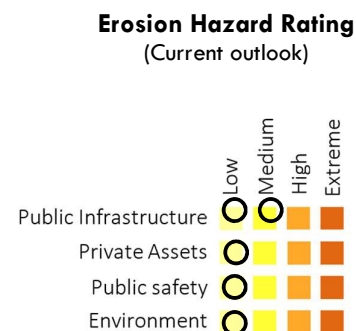
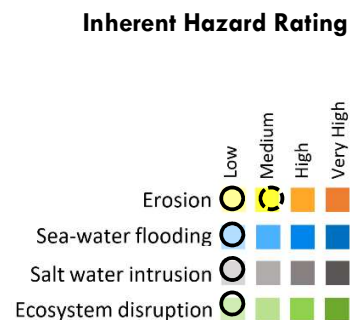
City of Marion

It is important to understand the overall monitoring context for the City of Marion coastline. The coastline has a unique geological layout and is situated in a particular coastal setting within Gulf St Vincent, and as such has a unique set of risks in the context of sea level rise. The nature of these risks will determine the type of monitoring that is required. The answers to the following questions set the parameters for this monitoring project:

- What is the risk context?
- What is the purpose of the monitoring?
- What is the type of monitoring? (Summative or Formative)
- What is the preferred length of monitoring project?
- What indicators are to be assessed?

The monitoring context

What is the risk context?



Risk overview:

The geological layout of Cell 1 is such that the majority of this coastline is not subject to inundation.

Cliff vulnerability has been classed in the range of 2-3:

- (1) Highly vulnerable
- (2) Likely vulnerable
- (3) Likely resistant
- (4) Highly resistant

Hotspots or exceptions:

- The Esplanade at Marino had mild inundation in 2016
- The base of the embankment at the Marion Rocks carpark incurred minor erosion in 2016

Monitoring purpose

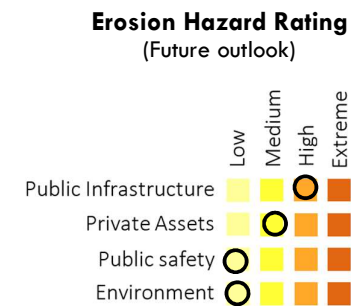
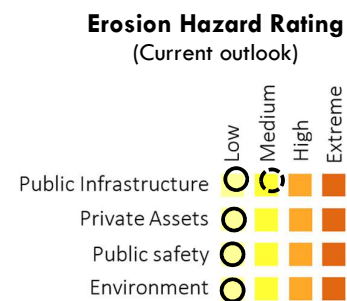
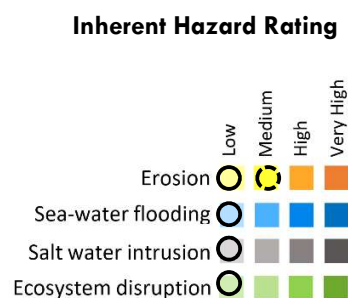
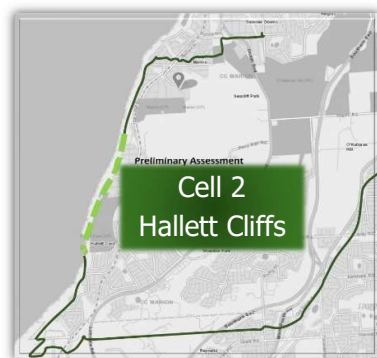
Generally, monitor changes in backshore to ascertain when public infrastructure may be impacted in the future

Specifically monitor inundation at The Esplanade, Marino, and erosion to the escarpment at Marino Rocks carpark.

Monitor impact of storm water on cliff stability.

The monitoring context

What is the risk context?



Risk overview:

The geological layout of Cell 2 is such that this coastline is not subject to inundation.

Cliff vulnerability has been classed in the range of 2-3:

- (1) Highly vulnerable
- (2) Likely vulnerable
- (3) Likely resistant
- (4) Highly resistant

Hotspots or exceptions:

- The Esplanade, and northern end of Clifftop Crescent. Public infrastructure is set within 2m- 5m of the cliff escarpment. The cliff vulnerability is classed as (2) likely vulnerable.

Monitoring purpose

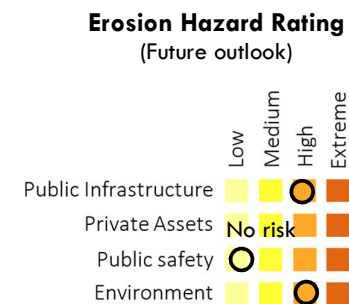
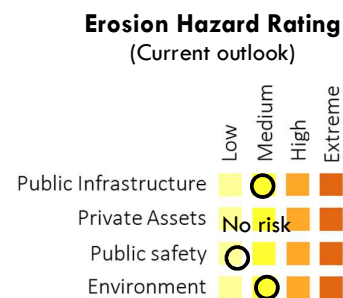
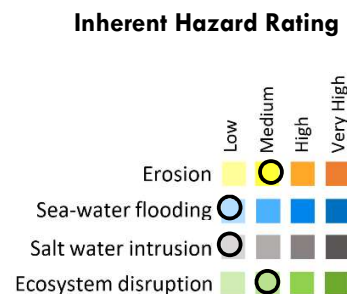
Generally, monitor changes in cliffs to ascertain when public or public infrastructure may be impacted in the future

Specifically, monitor the cliff escarpment more closely at The Esplanade and Clifftop Crescent.

Monitor impact of storm water on cliff stability.

The monitoring context

What is the risk context?



Risk overview:

The geological layout of Cell 3 is such that this coastline is not subject to inundation.

Backshores include sand dunes and earthen embankment and are classed as:

- (1) Highly vulnerable
- (2) Likely vulnerable
- (3) Likely resistant
- (4) Highly resistant

Hotspots or exceptions:

- Dunes are experience minimal actions from the sea, but storm water from the amphitheatre has eroded gullies through the dunes.
- If dunes were eroded, the ecology of this portion of coast would change
- Previous storm events have eroded the embankment to Heron Way Reserve.

Monitoring purpose

Monitor changes to the volume of sand on beach and dunes.

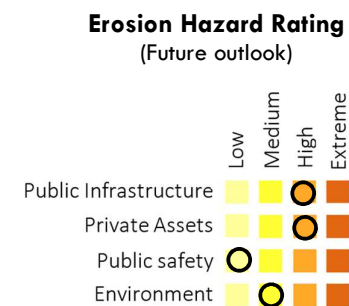
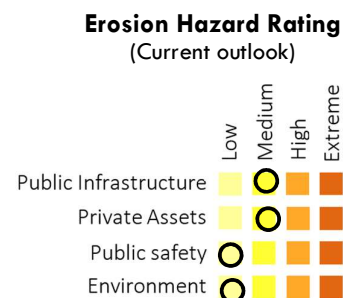
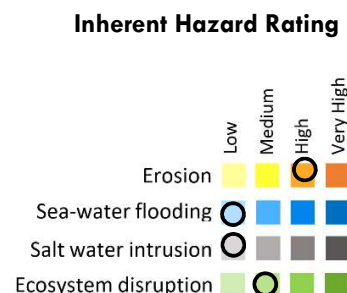
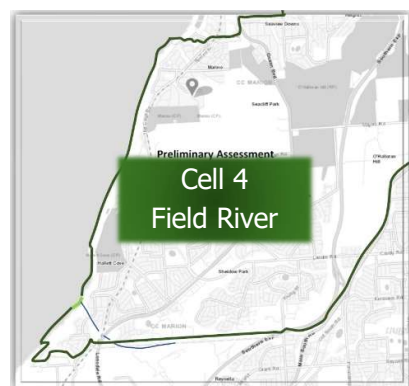
Monitor the position of the shoreline (vegetation line)

Monitor the base of the embankment at Heron Way Reserve.

Monitor impact of storm water on dunes.

The monitoring context

What is the risk context?



Risk overview:

The geological layout of Cell 4 is such that this coastline is not subject to inundation. Sea level rise will increase salt water intrusion into Field River, but the slope of the river bed is such that this intrusion is unlikely to proceed further than the road bridge over Cormorant Drive.

Backshores include sand dunes and earthen embankment and are classed as:

- (1) Highly vulnerable
- (2) Likely vulnerable
- (3) Likely resistant
- (4) Highly resistant

Hotspots or exceptions:

- Sand dune on the south side of Field River
- Sand dunes in front of private properties
- The embankment protection River Parade.

Monitoring purpose

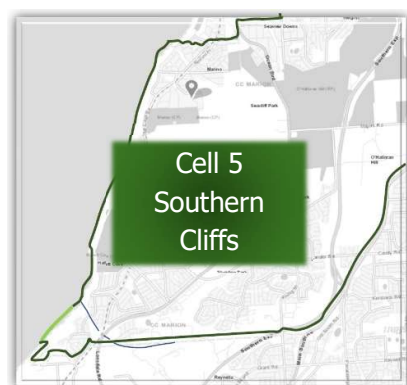
Monitor changes to the volume of sand on beach and dunes.

Monitor the position of the shoreline (vegetation line)

Monitor the base of the embankment on River Parade.

The monitoring context

What is the risk context?



Inherent Hazard Rating

	Low	Medium	High	Very High
Erosion	Low	Medium	High	Very High
Sea-water flooding	Low	Medium	High	Very High
Salt water intrusion	Low	Medium	High	Very High
Ecosystem disruption	Low	Medium	High	Very High

Erosion Hazard Rating (Current outlook)

	Low	Medium	High	Extreme
Public Infrastructure	Low	Medium	High	Extreme
Private Assets	Low	Medium	High	Extreme
Public safety	Low	Medium	High	Extreme
Environment	Low	Medium	High	Extreme

Erosion Hazard Rating (Future outlook)

	Low	Medium	High	Extreme
Public Infrastructure	Low	Medium	High	Extreme
Private Assets	Low	Medium	High	Extreme
Public safety	Low	Medium	High	Extreme
Environment	Low	Medium	High	Extreme

Risk overview:

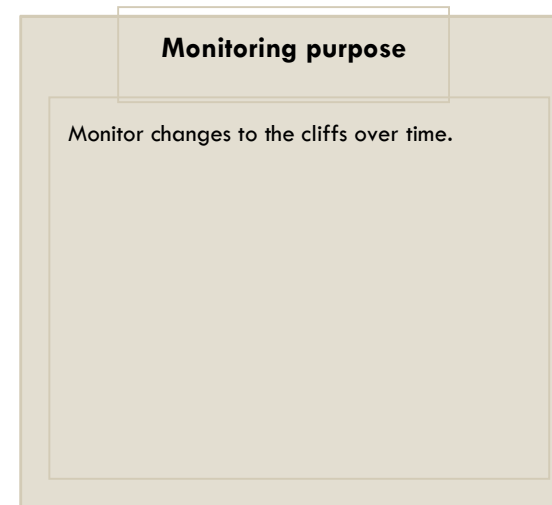
The geological layout of Cell 4 is such that this coastline is not subject to inundation. Sea level rise will increase salt water intrusion into Field River, but the slope of the river bed is such that this intrusion is unlikely to proceed further than the road bridge over Cormorant Drive.

Backshores include sand dunes and earthen embankment and are classed as:

- (1) Highly vulnerable
- (2) Likely vulnerable
- (3) Likely resistant
- (4) Highly resistant

Hotspots or exceptions:

- Nil



The monitoring context

What is the risk context?

On the basis of the previous pages (pp 10-14), and when considering all coastal environments within South Australia, City of Marion Council should be currently deemed as 'low risk' to impacts from coastal processes. Overall, the coastline is elevated well-above any future sea level rises, and generally infrastructure is set well-back from the shoreline. Most of the geology of the coastline of City of Marion is rated in the mid-range of the vulnerability / resistant classification, neither highly resistant but nor highly vulnerable. This general assessment does not suggest that City of Marion is risk free, nor does it infer that the coastline will not come under increasing threat in the second half of this century.

What is the purpose of the monitoring?

Because impacts are not expected to be felt along much of the coastline until later in this century the **main purpose** of monitoring is to establish a baseline understanding of how the coast operates in this current era. The case study history indicates that this understanding is necessary so that it forms the basis for appropriate decision making in the future.

In the context of coastal adaptation, the Ecology Dictionary provides the most appropriate definition of a baseline:

A quantitative level or value from which other data and observations of a comparable nature are referenced... [and]

Information accumulated concerning the state of a system, process, or activity before the initiation of actions that may result in changes.

In regard to the first part of the definition, this current coastal adaptation study has obtained a high-resolution 3D model which forms the basis for comparison of changes within the fabric of the coast over time. In regard to the second part of the definition, the main purpose of the monitoring is to accumulate information about the current state of coastal processes and associated impacts so that in the future it can be determined when the coast is operating within normal parameters, and when it is moving outside of its normal range due to increases of sea level rise.

A **secondary purpose** is to monitor specific hotspot locations where assets may be currently at risk. For example, the base of the escarpment at Marino Rocks carpark shows evidence of minor erosion. However, remedial action is not likely to be warranted at this point in time. Monitoring the escarpment more closely will provide the decision making context as to when to intervene. If the escarpment is not monitored, then the erosion escarpment could become much more significant and remediation costs spiral upwards.



THE MAIN PURPOSE

Generally, City of Marion coastline should be currently be regarded as at 'low risk' from coastal processes that might impact urban infrastructure. This assessment does not infer that City of Marion is risk free, nor that the coastline will not come under increasing threat in the latter part of the century.

However, this more general assessment does provide a risk context from which to determine the purpose of monitoring. The main purpose of coastal monitoring should be to establish a baseline understanding as to how coastal process currently operate. This understanding will provide the basis for decision making in the context of ongoing sea level rise.

The monitoring context

What is the type of monitoring?

There are two basic types of monitoring and evaluation plans:

- Formative
- Summative

A **formative monitoring** program collects and evaluates data for the purpose of informing ongoing decision making. For example, monitoring a dune system that was actively eroding outside of its normal range would form the basis on how to implement an adaptation option for this threat. A **summative monitoring** program seeks to collect data over a designated period of time, and then evaluate the outcomes at the end of the project.

In the case of City of Marion, the overriding purpose is to collect and analyse data to provide an understanding of the ways in which the coastline currently operates. Therefore, a **summative** approach is required at the conclusion of the monitoring period a comprehensive evaluation will be undertaken.

However, while monitoring for the bigger baseline picture, hotspots will also be monitored, and the data evaluated to **form** the basis for decision making.

What is the preferred length of time of the monitoring project?

The optimal length of the monitoring and evaluation project is five years for the following reasons:

- The core evaluation mechanism will be the recapture of the 3D digital model. Five years is an appropriate length of time both from a budgetary sense, but also to make comparisons between the original baseline capture in 2018.
- Also, in the context of the allocation of budget, a comprehensive review in 5 years will provide an end-point for costing, but also the opportunity to put a rationale for monitoring over future time frames. For example, the recapture of the 3D model may show very limited change in the cliffs, and therefore a revised project may extend the recapture period.

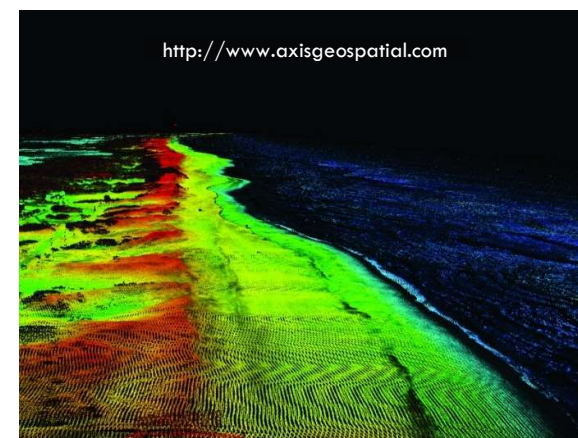
MONITORING TYPE

A summative approach – the main aim is to collect data over five years and evaluate the data to arrive at conclusions as to the normal parameters of coastal operation. The conclusions will form the basis for ongoing decision making.

A formative approach will be taken in hotspot locations to inform current decision making.

PROGRAM LENGTH

5 years.



The monitoring context

What indicators are to be assessed?

Indicators are things that we can measure. They help to determine whether objectives have been achieved for a specific program or project. Therefore, the adaptation plan should contain measurable objectives together with indicators for each of the objectives. Monitoring programs need to be in place so that they can collect appropriate data on each indicator and assess these against a baseline or reference conditions. Depending on the types of indicators, a variety of data will need to be collected¹.

The key indicator: the shoreline²

Generally, we are most interested in the position of the shoreline over time. Both coastal management and engineering design require information about where the shoreline is, where it has been in the past, and where it is predicted to be in the future.

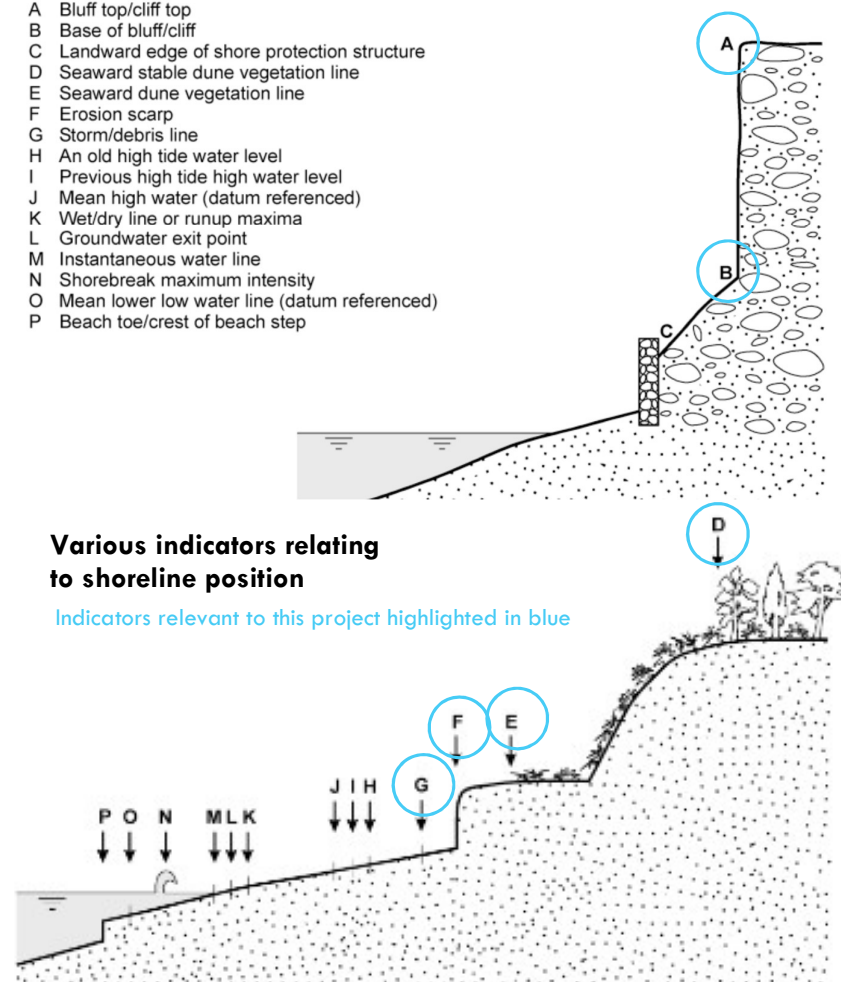
The shoreline is the position of the land-water interface at one instant in time. But in reality, the shoreline position changes continually through time because of the dynamic nature of water levels at the coastal boundary (waves, tides, storm surge, wave setup, wave runup), and because of cross-shore and alongshore sediment movement in the littoral zone. Over a longer period, such as 100 years, the position of the shoreline had the potential to vary by hundreds of metres or more. The shoreline is a time-dependent phenomenon that may have substantial short-term variability, and this needs to be carefully considered when determining the shoreline position.

Examples where analysis of the shoreline is useful are:

- Design of coastal protection
- Assessment of sea level rise
- To identify hazard zones
- For planning policies to regulate coastal development
- To assist with legal boundary definition
- Shoreline reorientation adjacent man-made structures
- Beach width and volume
- To quantify historical rates of change.

KEY

- A Bluff top/cliff top
- B Base of bluff/cliff
- C Landward edge of shore protection structure
- D Seaward stable dune vegetation line
- E Seaward dune vegetation line
- F Erosion scarp
- G Storm/debris line
- H An old high tide water level
- I Previous high tide high water level
- J Mean high water (datum referenced)
- K Wet/dry line or runup maxima
- L Groundwater exit point
- M Instantaneous water line
- N Shorebreak maximum intensity
- O Mean lower low water line (datum referenced)
- P Beach toe/crest of beach step



Various indicators relating to shoreline position

Indicators relevant to this project highlighted in blue

¹ CoastAdapt

² This section relies on Boak and Turner (2005) Shoreline definition and detection: Journal of Coastal Research.

The monitoring context

The indicators to be assessed (continued)

Council wide

General monitoring issue	Indicator	Indicator reference (p.17)	Metric	Methodology
Changes in the coastal fabric	Physical changes that can be measured in distance or volume.	A, B, D, E, F	m or m ³	Recapture 3D model and compare to baseline capture of 2018.
The nature of impact of storms on the coastal fabric	Physical changes that can be measured in distance or volume and height of flood measured within Field River in AHD.	B, F, G (and height of water in Field River)	m or m ³ or height AHD	Photograph/ video storms in strategic locations, inspect coastline post-storm and photograph. Measure height of storm surge within Field River
Changes to bathymetry	Sand volumes	NA	m ³	Use jetski and bathymetric equipment (to be confirmed).



Comparison of coastal fabric

Remote sensing technology, usually captured using a drone or aircraft, has revolutionised the ability to capture high resolution accurate data. Recapturing data at strategic intervals then provides the ability to compare how a cliff or beach may have changed over time. In the example pictured on this page, software has compared the position of pixels from two data sets. This methodology allows comparisons to quantify very accurately where cliffs may have receded, or beaches and dunes accreted or eroded.

Hallett Cove Beach Coastal Management Study

This study noted the lack of bathymetric data for the region of the coastline from the southern City of Marion boundary through to Kingston Park and stated that this 'data is essential for any future refinement of the coastal process understanding and beach management. It is recommended that the City of Marion discuss with CPB opportunities for this baseline survey data to be collected from the back of the beachfront dunes to a depth that overlaps the available survey data in deeper water (>10m) (p. 78)

The monitoring context

The indicators to be assessed (continued)

Within these predominantly cliff environments the key assessment relates to movements of the cliffs over time, in this case, five years.

However, hotspots need constant monitoring to ensure that they are not adversely impacted by storm action. For example, repeated storm action at the Marino Rocks Carpark may cause the base of the escarpment to erode quickly. Monitoring ensures that remedial action can be taken at the appropriate time and with limited cost.

Cell 1: Marino Cliffs

General monitoring issue	Indicator	Indicator reference (p.17)	Metric	Methodology
Cliff recession	Physical movement landwards of cliffs	A, B	m or m ³	Recapture 3D model and compare to baseline capture of 2018.
	Impacts to the base of the cliffs/ embankments	B	Nil	Annual visual inspection and post storm inspection (using drone photography)
Hotspot monitoring				
Inundation of The Esplanade	Overtopping of The Esplanade in storm events	M	Frequency and height AHD	Photograph/ inspection after storm events
Erosion of base of embankment at Marino Rocks carpark	Erosion of the base of the escarpment	B	m or m ³	Annual visual inspection and post storm inspection (using drone photography)

Cell 2: Hallett Cove Cliffs

General monitoring issue	Indicator	Indicator reference (p.17)	Metric	Methodology
Cliff recession	Physical movement landwards of cliffs	A, B	m or m ³	Recapture 3D model and compare to baseline capture of 2018.
	Impacts to the base of the cliffs/ embankments	B	Nil	Annual visual inspection and post storm inspection (using drone photography)
Hotspot monitoring				
The Esplanade and Clifftop Ave	Erosion of the base and top of the escarpment	A ,B	m or m ³	Annual visual inspection and post storm inspection (using drone photography)

The monitoring context

The indicators to be assessed (continued)

Cell 3 and 4 : Hallett Cove Beach and Field River

General monitoring issue	Indicator	Indicator reference (p.17)	Metric	Methodology
Dune recession (National Park, Field River area)	Vegetation line, escarpment position, sand volumes.	D, E, F	m ³	Recapture 3D model and compare to baseline capture of 2018. Capture 4x annually for 2 years by drone.
Embankment erosion (Heron Way, River Parade)	Recession of the base, or increase to the slope	A, B	m or m ³	Recapture 3D model. Capture 4x annually for 2 years by drone. Assess impact after storms.
Sand volumes on beach	Volume	Not listed (not possible in 2005)	m ³	Recapture 3D model. Capture 4x annually for 2 years by drone. Assess impact after storms.

The Hallett Cove Beach Coastal Management Study by Coastal Environment Pty Ltd

This study completed in 2012 by Dr Doug Lord recommended the following as a high priority:

A high priority is the establishment of a programme and methodology for monitoring changes to the beach along the Hallett Cove foreshore, to determine changes over time. This is essential for assessing the impacts of sea level rise and the rate of retreat of the back beach escarpment, and to identify the need for implementation of elements of the overall coastal management strategy. It is recommended that long-term beach profiles be established in discussion with the Coast Protection Board (CPB) to ensure future monitoring builds on the beach profiling and photographic record they have already established. An additional monitoring program should be developed jointly with the CPB and the community to formally collect and collate data on the beach changes. A likely strategy could include approximately two beach cross-sections (surveyed) within each identified beach section (see section 4.2) to be surveyed at six-month intervals. These could be augmented with more regular annotated photographs of the beach state or specific areas of interest, building a longer-term database of the area (p. 78)

Application

To basic methodologies are mentioned in the HCBCMS:

- **Utilise the community to collect data**
- **Create two beach cross sections to be surveyed at six-month intervals**

In relation to the latter, developments in drone technology mean that the whole beach can be captured and analysed at much less cost than conducting cross sections using traditional survey methods. HCBCMS also recommends working with CPB in the design of the project.

The monitoring context

Cell 5: Southern Cliffs

The Southern Cliffs appear to be the least impacted by coastal processes and urban infrastructure is set well back from the cliff escarpment. Therefore, this cell is of the lowest monitoring priority.

General monitoring issue	Indicator	Indicator reference p. 17	Metric	Methodology
Cliff recession	Movement landwards of cliffs, evidence of instability.		m or m ³	Recapture 3D model and compare to baseline capture of 2018.
	Impact of storm events		na	After significant storm event, recapture by drone and compare.

EVALUATION AND REPORTING

City of Marion

EVALUATION AND REPORTING

Evaluation 1 (formative):

Throughout the project the following evaluation questions will apply in relation to hotspots:

1. What changes have occurred in hotspot locations?
2. What is the impact of storm events on hotspot locations?
3. What decisions should be made in regard to hotspots (ongoing)

Reporting: annually, and final report at culmination.

Evaluation 2 (summative)

At the conclusion of the project the following evaluation questions will be applied:

1. What is the range of beach volume (any trends)
2. What is range of movement of dune escarpments?
3. What movement has occurred in top or bottom of cliffs
4. What was nature and impact of storms (especially height at Marino and within Field River)

Reporting: at culmination of project

Evaluation 3

1. Were tasks that arose out of the coastal adaptation study completed?

Reporting: annually, and final report at culmination.

Evaluation 4

Annually, and at the conclusion of the project the following evaluation questions will be applied:

1. Has the project collected and analysed sufficient data to form an opinion about baseline behaviour
2. What changes should be made to the monitoring project post 5 years.

Reporting: annually, and final report at culmination.

CITIZEN SCIENCE

City of Marion

The term 'citizen science' within this project means the input from volunteers from the community in the data collection process. The normal way citizen science has been conducted in the context of coastal study is using the modern mobile for recording photography and/or videos.

CITIZEN SCIENCE

Citizen science is a relatively new concept first defined in the Oxford Dictionary in 2014 as, *Scientific work undertaken by members of the general public, typically in collaboration with professional scientists.*

Put simply, citizen science occurs when ordinary people help to conduct real scientific research³.

Current examples:

In the context of coastal adaptation and monitoring, citizen science has mainly been focussed around the collection of photography. The purpose here is not to provide a comprehensive review of citizen science projects but rather to provide a context for understanding the type of citizen science that should be considered for City of Marion. Four current examples exist, and hyperlinks are included for easy review:

- [Witness King Tides Project](#)
- [Coast Snap](#)
- [Fluker Posts](#)
- [Photomon](#)

(See also Photomon case study on this page)

All of these projects involve the taking of photographs and uploading to websites. The final three on the list now have specialised phone apps that manage the uploading of the data more effectively.

Coast Snap and Fluker Posts control the point of view with simple structures so that appropriate comparisons can be made over time. Photomon controls the point of view using a baseline image within the app so that no infrastructure is required at the site.

Advantages of citizen science

It is imperative that Council engage the community in relation to coastal hazards and adaptation issues. There are two ways to achieve community engagement. The first is predominantly one-way communication from Council to the community utilising websites, presentations, workshops, and similar.

The second way is to involve the community in the collection of meaningful data and then to report back to the community about the findings. This type of engagement tends to be more two-way, and people become actively engaged, rather than passively interested (at best).

Another advantage of citizen science is the reduction in the cost of obtaining data. For example, to pay numerous personnel to monitor a storm event out of normal business hours would be almost impossible to manage, and cost-prohibitive. Well-organised and motivated volunteers could gather this data much more efficiently.

Challenges of citizen science

In conferring with experts with experience in this field the following challenges were noted⁴:

- Projects that have little focus usually collect relatively meaningless data
- The volume of data can be difficult to manage
- Projects require constant oversight.
- Councils are advised to outsource the management to a specialist that is collecting data within much larger regions.

Case Study: Photomon (WA)

In response to concerns about erosion the WA funded the development of an app which enables community volunteers to take photos of coastal erosion. The app works by using a reference photo that appears to subsequent photographers as a transparent image, thereby allowing the photograph to be taken in exactly the same position.

Since 2013, an army of community volunteers have recorded more than 10,000 photos at about 100 sites from Guilderton to Kalbarri. The app is now also being used to monitor weeds and revegetation sites.



³ www.citizensciencecenter.com

⁴ J. Carley, D. Lord, P Hesp and others.

CITIZEN SCIENCE

The main focus of this citizen science project is to collect data relating to the nature and impact of storm events.

Preliminary Concept:

Implement a number of monitoring points using a suitable photographic capture method where the aspect of images is captured in the same way.

Goals:

- Record the nature of the impact of storms upon selected dunes and escarpments
- Record the height of the water AHD at Marino and a tide pole positioned within Field River.

Methodology

- Recruit at two or three volunteers for each monitoring post.
- When a prescribed storm is developing volunteers are messaged the time at which they are required at their posts (this would normally be a 20 minute window of data capture).
- Data is uploaded to designated site where external consultant manages and analyses the data.

Locations

A preliminary set of locations are depicted on this page (further research required for final confirmation).

Tidal pole – Field River



Photo capture – Field River



Photo capture – Hallett Cove Beach

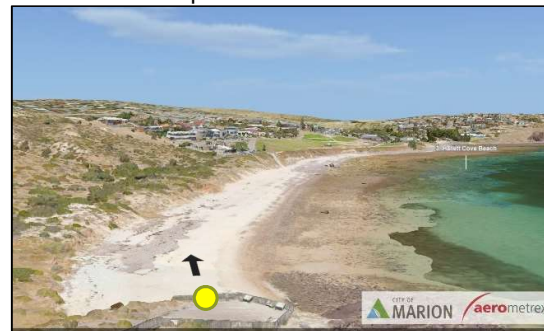


Photo capture – Heron Way Escarpment



Photo capture – Marino overtopping



Photo capture – Marino Rocks escarpment



THE MONITORING PLAN

City of Marion

This section includes the summary tasks of the monitoring plan, the proposed schedule, and indicative costs.

Matters remaining outstanding from Stage 2 of the Coastal Adaptation project have also been brought into this plan to ensure that these matters receive appropriate attention.

THE MONITORING PLAN

Summary

The purpose (p. 15)

- To obtain a baseline understanding of how the City of Marion coastline operates within this current era so as to inform future decision making
- A secondary purpose is to monitor current hotspots so as to inform current decision making.

The Type (p. 16)

- Predominantly summative – the data will be collected and analysed to produce a final report that details the normal parameters of the beach
- Secondly, informative – specific data will be collected and analysed from hotspots locations to inform current decision making.

Project length (p. 16)

- Five years

Indicators to be assessed

- See pages 17-20

Evaluation

- Annually, and main report at culmination of the project

Project management

- Recommendation: external consultant specialising in monitoring services, and who will also manage the citizen science aspects of the project.

Project outcomes

- Baseline understanding of the parameters in which the coastline of City of Marion operates. Analysis of data upon which to make decisions in regard to hotspots. These outcomes compiled into annual reports, end of project reporting, and presentations to community and Council.

THE MONITORING PLAN

No.	Item	Rationale	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Total over five years
1	Recapture 3D model, including ground-truthing, and comparative analysis.	A key plank in the monitoring plan that enables detailed comparison between two data sets five years apart					\$25,000	\$25,000
2	Biannual capture sand volumes for Hallett Cove Beach and Field River (drone capture)	Noted as high priority in Hallett Cove Beach Management Study from which to base future management decisions	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000*
3	Capture bathymetry for Hallett Cove Beach as a baseline for future comparisons.	Noted as a priority in Hallett Cove Beach Management Study from which to ascertain longer-term outlook.	0	0	0	0	0	\$0
4	Analyse wave buoy data from Port Stanvac (new installation by Flinders University)	Analysing wave buoy data will provide a context from which to understand the trends that drive the coastal processes.	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$10,000
5	Initiate and operate a citizen science project at key locations.	Citizen science projects are a cost-effective way to collect data and also a way to involve the community in coastal management.	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
6	Install tidal pole within Field River	As part of the citizen science project useful tidal data can be obtained and recorded.	\$7,500	0	0	0	0	\$7500
7	Implement photo monitoring points and recording methods	As part of the citizen science project useful tidal data can be obtained and recorded.	\$7,500	0	0	0	0	\$7500
8	Monitor storms (x2 per annum). Recapture coastline using drone to identify damage. Analyse wave buoy data.	Two reasons: Assess impacts at hotspot locations and identify the nature and impact of the storm to improve baseline understanding of storm action in the context of sea level rise.	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$20,000
9	Annual report, evaluation and communication to key partners and the community		\$5,000	\$5,000	\$5,000	\$5,000	\$10,000	\$30,000
	Totals		\$36,000	\$21,000	\$21,000	\$21,000	\$51,000	\$150,000

*Based on preliminary quote received from Airborne Data Acquisition at 2.5k per day (including supply of data). **Project to be negotiated with Coast Protection Board.

OTHER ACTIONS

Stage two of Coastal Climate Change Adaptation Plan identified four other areas of study or work:

1. Further geological/ geotechnical analysis at three locations along the coastline:

Marino Carpark

Westcliff which is situated on Pleistocene material

The Esplanade, Hallett Cove

See p. 368 of Coastal Climate Change Adaptation Plan.

2. Review and rectify impact of stormwater on coastal environs

A repeated theme in the geological study and in advice received from Coast Protection Board is the requirement to effectively control the discharge of storm water through cliff environs. The first reason is to ensure that storm water is adequately managed to limit the erosion of cliffs and dunes. The second reason relates to liability. Storm water is likely to be viewed as the responsibility of Council. If an event occurs where storm water discharge is deemed as part of the cause of the incident, then Council may be held liable for the event. (See pg 368,369 of Coastal Climate Change Adaptation Plan). Storm water is currently gullyng the dunes of Hallett Cove Beach.

3. Design and install protection items

Field River area: It is likely that protection options will be required in the Field River area to slow progress of erosion of the sand spit and sand dunes. The embankment to the west of River Parade may also need erosion control measures.

Heron Way Reserve: A solution is required for the increasing slope of the escarpment at Heron Way Reserve, but this should be considered in the context of the proposed tidal pool (see also HCBCMS, p.79)

The Esplanade at Marion in extreme events is being over-topped by wave run-up and a way to prevent this occurring should be investigated. The rock revetment in this location is also degraded.

4. Review urban planning policy

It is difficult to quantify what the impact of increasing sea levels upon cliffs and dunes will be over the coming century. There are two main areas of concern. The first is in the context of new subdivisions (ie the expansion of the urban settlement), although this is an unlikely issue within the coastal environs of Marion Council as most areas are already developed. The second relates to any increases to density. This matter is especially important within areas close to cliff escarpments, dunes or embankments.

See also pps 78, 79 of Hallett Cove Beach Coastal Management Study, Coastal Environmental, 2012.

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The Code of Practice, Procedures at Meetings

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Report Reference	GC190723R11

REPORT OBJECTIVE

The purpose of this report is for Council to review and adopt the proposed *Code of Practice, Procedures at Meetings 2019/20 (Appendix 1)*.

EXECUTIVE SUMMARY

Section 86 of the Local Government Act 1999 (the Act), prescribes the procedures at meetings at a high level. Section 86(8) states:

Subject to this Act, the procedures to be observed at a meeting of a council will be:

- 1. As prescribed by regulation*
- 2. Insofar as the procedure is not prescribed by regulation, as determined by the Council.*

The relevant regulations are the *Local Government (Procedures at Meetings) Regulations 2013* (the Regulations). If Council determines to establish its own practices in certain matters, Council must prepare a Code of Practice or Policy.

Pursuant to section 6(1) of the Regulations, if Council establishes its own procedures it must be supported by resolution of at least two-thirds of the members of the Council as a whole (9 members when rounding up to a whole number).

The current *Code of Practice, Procedures at Meetings* was adopted by Council in January 2018 (GC300118R05), with a minor amendment made in March 2018 (GC130318M01). As required by the Regulations, this Code of Practice is required to be reviewed once every financial year.

RECOMMENDATION

That Council:

- 1. Adopts the amended 'Code of Practice – Procedures at Council Meetings 2019/20' provided at Appendix 1 to this report.**

OR

- Adopts the amended 'Code of Practice – Procedures at Council Meetings 2019/20' provided at Appendix 1 to this report, subject to the inclusion of the following changes:**
 -

Legal / Legislative / Policy: Under the Local Government (Procedures at Meetings) Regulations 2013 Council can establish its own practices in certain meeting procedure matters via a Code of Practice or Policy.

BACKGROUND

The Regulations allow for a Council to adopt a Code of Practice or Policy to vary procedures at meetings. The common practice is to adopt a Code of Practice as it can be a useful document that provides greater clarity (to both Council Members and the public) in relation to the procedures used at General Council and Council Committee meetings. This allows Council to have a degree of flexibility in meeting procedures.

Section 4 of the Regulations provides guiding principles that should be applied with respect to the procedures to be observed at formal meetings as follows:

- Procedures should be fair and contribute to open, transparent and informed decision making;
- Procedures should encourage appropriate community participation in the affairs of the council;
- Procedures should reflect levels of formality appropriate to the nature and scope of responsibilities exercised at the meeting;
- Procedures should be sufficiently certain to give the community and decision makers confidence in the deliberations undertaken at the meeting.

DISCUSSION

Council last considered and adopted a Code of Practice, Procedures at Meetings (the Code) at the 30 January 2018 General Council meeting (Report Reference: GC300118R). A further amendment was made to the Code via a motion without notice at the 13 March 2018 General Council meeting (Report Reference GC130318R). This Code has been reviewed taking into consideration the results of a Council Member survey and feedback provided at the 21 May 2019 Elected Member Forum meeting.

The format of the document has been updated in line with the Policy Framework adopted by Council at the 10 July 2018 meeting (CG100718R10) and the term 'Elected Member' has been replaced with 'Council Member' for consistency across Council documents and the references in the *Local Government Act 1999*.

A copy of the Code is attached as **Appendix 1** with marked-up changes to reflect minor variations as follows:

Suggested amendment (Section of Code)	Comment
Questions (Part 4) Include additional point: <i>Members may not express an opinion when seeking clarification but can provide factual / contextual background at the discretion of the chair.</i>	Intent is to prevent members speaking to the motion at the same time as asking a clarification question.
Speaking to a motion (7.12, 7.15, 7.16 and 10.1) The time allowed to speak to a motion (including when moving, seconding or closing the debate) be 2 minutes.	The time has been reduced from three minutes to two. Noting that this time can be extended with the leave of the meeting if the need arises.

Pursuant to section 6(1) of the Regulations, the Code must be supported by resolution of at least two-thirds of the members of the Council as a whole (9 Members when rounding up at a whole number).

CONCLUSION

The adoption of the Code provides clarity to Council Members and the public on the procedures to be used at Council meetings.

Should Council endorse the revised Code, all Council Members will be provided with a copy of the document, which will also be published on Council's website to enable public access to the Code.

The regulations require that the Code of Practice be reviewed once per financial year and hence the next review will be undertaken during the 2020/21 financial year.

Attachment

#	Attachment	Type
1	Appendx 1 - Code of Practice - Procedures at Council Meetings	PDF File

Table of Contents

RATIONALE.....	2
POLICY STATEMENT	2
OBJECTIVES.....	2
Guiding Principles	2
1. City of Marion General Procedures	3
1.1 Council Meeting Close Time	3
1.2 Publication of Council Agenda.....	3
1.3 Late Items (Reports)	3
1.4 Council Member Verbal Communications.....	3
1.5 Council Committee Reporting Obligations	3
1.6 Moving Items “En Bloc”	3
2. Commencement of Meetings and Quorums	4
3. Minutes.....	4
4. Questions.....	7
5. Petitions.....	8
6. Deputation.....	8
7. Motions.....	9
8. Amendments to Motions.....	11
9. Variations etc.....	12
10. Addresses by Members etc.....	12
11. Voting.....	12
12. Divisions.....	13
13. Tabling of Information	14
14. Adjourned Business	14
15. Short-term Suspension of Proceedings	14
16. Chief Executive Officer may submit report recommending revocation or amendment of council decision.....	15
17. Points of Order	15
18. Interruption of Meetings by Members.....	16
19. Interruption of Meetings by Others	17
20. DEFINITIONS	17

RATIONALE

The role of a council is to manage its local area by acting as an informed representative and responsible decision-maker in the best interests of its community. Council can only make decisions and act through a majority vote of the Council (or Committee). The effectiveness of Council Meetings directly contributes towards accountability to the community.

Council meeting procedures are largely determined by the Local Government (Procedures at Meetings) Regulations 2013 (the Regulations). In addition to the requirements of the Regulations, this Code of Practice identifies a number of discretionary procedures adopted by Council for Council meetings.

POLICY STATEMENT

Procedures at Council meetings are regulated by the Local Government (Procedures at Meetings) Regulations 2013. In accordance with these Regulations, Council is able to set discretionary procedures pursuant to Regulation 6. This Code of Practice is made pursuant to this Regulation and has been passed by a two thirds majority of ~~Elected Member~~Council Members.

The provisions set out in this Code of Practice reflect the provisions of the Regulations (including numbering) except where Council has utilised its discretionary powers. Regulations that have been varied by Council under these powers are highlighted in **bold** in this document.

OBJECTIVES

Guiding Principles

Council's approach to the conduct of its meetings adopts the **Guiding Principles** contained within the Local Government (Procedures at Meetings) Regulations 2013 which state:

- Procedures should be fair and contribute to open, transparent and informed decision making;
- Procedures should encourage appropriate community participation in the affairs of the council;
- Procedures should reflect levels of formality appropriate to the nature and scope of responsibilities exercised at the meeting;
- Procedures should be sufficiently certain to give the community and decision-makers confidence in the deliberations undertaken at the meeting.

PROCEDURES AT COUNCIL MEETINGS

1. City of Marion General Procedures

1.1 Council Meeting Close Time

Where Council meetings continue to 9.30pm, unless there is a specific motion adopted at the meeting to continue beyond this time, the meeting will be adjourned to a date and time specified as part of the motion.

1.2 Publication of Council Agenda

Council meeting Agendas will be uploaded to Council's website at least three clear days before the meeting and available for inspection upon request.

1.3 Late Items (Reports)

Late items (reports) listed on a circulated Agenda will be emailed and/or delivered to members prior to the scheduled meeting. Late reports will only occur where information has not been provided in time for the delivery of the Agenda and where an urgent Council decision is required.

1.4 ~~Elected Member~~Council Member Verbal Communications

~~Elected Member~~Council 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).

1.5 Council Committee Reporting Obligations

Council Committees will report to Council in the form of the minutes from each committee meeting. The minutes will be received and noted. Any matters discussed by the Committee where a Council resolution is required is to be considered as separate resolutions to the receiving and noting of the Committee minutes.

1.6 Moving Items "En Bloc"

Items listed on the Agenda for Council consideration may be "moved en bloc".

2. Commencement of Meetings and Quorums

Regulation 7

- 2.1 A meeting will commence as soon after the time specified in the notice of meeting as a quorum is present.
- 2.2 If the number of apologies received by the Chief Executive Officer indicates that a quorum will not be present at a meeting, the Chief Executive Officer may adjourn the meeting to a specified day and time.
- 2.3 If at the expiration of 30 minutes from the time specified in the notice of meeting as the time of commencement a quorum is not present, the presiding member or, in the absence of a presiding member, the Chief Executive Officer, will adjourn the meeting to a specified day and time.
- 2.4 If a meeting is adjourned for want of a quorum, the Chief Executive Officer will record in the minute book the reason for the adjournment, the names of any members present, and the date and time to which the meeting is adjourned.
- 2.5 If a meeting is adjourned to another day, the Chief Executive Officer must-
 - (a) give notice of the adjourned meeting to each member setting out the date, time and place of the meeting; and
 - (b) give notice of the adjourned meeting to the public by causing a notice setting out the date, time and place of the meeting to be placed on display at the principal office of the council.

3. Minutes

Regulation 8

- 3.1 The minutes of the proceedings at a meeting must be submitted for confirmation at the next meeting or, if that is omitted, at a subsequent meeting.
- 3.2 No discussion on the minutes may occur before confirmation, except as to the accuracy of the minutes as a record of proceedings.
- 3.3 On the confirmation of the minutes, the presiding member will-
 - (a) initial each page of the minutes, which pages are to be consecutively numbered; and
 - (b) place his or her signature and the date of confirmation at the foot of the last page of the minutes.

3.4 The minutes of the proceedings of a meeting must include-

- (a) The names of the members present at the meeting; and
- (b) in relation to each member present -
 - i. the time at which the person entered or left the meeting; and
 - ii. unless the person is present for the whole meeting, the point in the proceedings at which the person entered or left the meeting; and
- (c) each motion or amendment, and the names of the mover and seconder; and
- (d) any variation, alteration or withdrawal of a motion or amendment; and
- (e) whether a motion or amendment is carried or lost; and
- (f) any disclosure of interest made by a member; and
- (g) an account of any personal explanation given by a member; and
- (h) details of the making of an order under subsection (2) of section 90 of the Act (see subsection (7) of that section); and
- (i) a note of the making of an order under subsection (7) of section 91 of the Act in accordance with the requirements of subsection (9) of that section; and
- (j) details of any adjournment of business; and
- (k) a record of any request for documents to be tabled at the meeting; and
- (l) a record of any documents tabled at the meeting; and
- (m) a description of any oral briefing given to the meeting on a matter of council business; and
- (n) any other matter required to be included in the minutes by or under the Act or any regulation including:
 - i. a question on notice asked by an ~~Elected Member~~Council Member of which five clear days notice has been given together with the reply provided (refer also to Clause 4.2(b) of this Code of Practice).
 - ii. if resolved by ~~Elected Member~~Council Members present at the meeting at which the question is asked, details of a question without notice together with the reply provided (refer also to Clause 4.5 of this Code of Practice).

iii. In the event that a division is called by a member, the names of members who voted in the affirmative and the names of the members who voted in the negative (in addition to the result of the vote) (refer also to Clause 12.4 of this Code of Practice)

3.5 The minutes of relevant Council meetings will also include:

(a) ~~Elected Member~~Council Member communication reports to the following extent:

i. The Mayor's, Deputy Mayor's and ~~Elected Member~~Council Member reports (only the subject matter) where those reports have been provided in writing to the minute taker by 12 noon on the Wednesday next following the meeting.

ii. Types of activities to be included in reports are those attended by ~~Elected Member~~Council Members in their Representative or Civic capacity only. Examples include:

- Civic activities (e.g. citizenship ceremonies)
- Meetings with external bodies attended as Council Liaison
- Meetings with residents
- Training sessions attended

Attendance at Council meetings will not be recorded. Attendance at Development Assessment Panel or Committee meetings will be recorded.

(b) The name of a person or persons (representor) making a deputation. However, the details of the content of the deputation will not be included (refer also to Clause 6.9 of this Code of Practice).

(c) The time at which each item commences

3.6 Minutes will be forwarded by email to ~~Elected Member~~Council Members to confirm accuracy and then placed on Council's website by 5.00pm on the Friday next following the meeting, or at the latest, within five days after the meeting.

3.7 The minutes of the meetings will not include:

(a) Apologies received from ~~Elected Member~~Council Members

(b) Leave of Absences (except with the leave of the meeting)

(c) Voting Patterns other than Divisions or as required by legislation

4. Questions

Regulation 9

- 4.1 A member may ask a question on notice by giving the Chief Executive Officer written notice of the question at least five clear days before the date of the meeting at which the question is to be asked.
- 4.2 If notice of a question is given under Clause 4.1:
- (a) the Chief Executive Officer must ensure that the question and answer is placed on the agenda for the meeting at which the question is to be asked; and
 - (b) the question and the reply must be entered in the minutes of the relevant meeting (refer also to Clause 3.4(n)(i) of this Code of Practice).
- 4.3 In relation to Questions with Notice, all questions and answers will be included in the agenda papers and the minutes therefore will not be read out at the relevant meeting.**
- 4.4 A member may ask a question without notice at a meeting.
- 4.5 Members are able to ask a maximum of three Questions without Notice at a Council meeting except with the consent of the meeting.**
- 4.6 The presiding member may allow the reply to a question without notice to be given at the next meeting.
- 4.7 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 (refer also to Clause 3.4(n)(ii) of this Code of Practice).
- 4.8 The presiding member may rule that a question with or without notice not be answered if the presiding member considers that the question is vague, irrelevant, insulting or improper.
- 4.9 Questions may be asked prior to the moving of a motion or during a debate on a motion for clarification purposes only. Such questions are not considered “questions without notice” as described in Clauses 4.4, 4.5, 4.7 and 4.8- of this Code of Practice.**
- 4.10 In asking a clarification question a member will not be considered to be speaking to the motion.**
- 4.104.11 Council Members may not express an opinion when seeking clarification but can provide factual / contextual background at the discretion of the Chair.**
- 4.114.12 A maximum of two clarification points may be asked by individual members in relation to each motion except with the consent of the presiding member.**
- 4.124.13 Members are encouraged to seek answers to questions prior to the Council meeting.**

5 Petitions

Regulation 10

5.1 A petition to the council must-

- (a) be legibly written or typed or printed; and
- (b) clearly set out the request or submission of the petitioners; and
- (c) include the name and address of each person who signed or endorsed the petition.
- (d) be addressed to the council and delivered to the principal office of the council.

5.2 If a petition is received as detailed in 5.1, the Chief Executive Officer must ensure that the petition or a statement as to the nature of the request or submission and the number of signatures is placed on the agenda for the next ordinary meeting of the council.

5.3 Where further investigation is required on issues raised in a petition, the petition will be provided to the next meeting of Council from receipt of the petition to note the petition and a report providing further detail will be provided to Council once investigations have been completed.

5.4 On initial receipt of the petition, a summary and the first page only will be provided to Council. When the matter is considered the entire petition will be attached to the report.

6 Deputation

Regulation 11

6.1 A person or persons wishing to appear as a deputation at a meeting must deliver (to the principal office of the council) a written request to the council.

6.2 The chief executive officer must transmit a request received as detailed in Section 6.1 to the presiding member.

6.3 The presiding member may refuse to allow the deputation to appear at a meeting.

6.4 The chief executive officer must take reasonable steps to ensure that the person or persons who requested a deputation are informed of the outcome of the request.

6.5 If the presiding member refuses to allow a deputation to appear at a meeting, the presiding member must report the decision to the next meeting of the council.

6.6 The council may resolve to allow a deputation to appear despite a contrary ruling by the presiding member.

6.7 A council may refer the hearing of a deputation to a council committee.

6.8 A deputation must not exceed five minutes except with the consent of the meeting.

- 6.9 The name of the representor will be recorded in the minutes of a Council meeting however, the details of the content of the deputation will not be included (refer also to Clause 3.5(b) of this Code of Practice).**

7 Motions

Regulation 12

- 7.1** A member may bring forward any business in the form of a written notice of motion.
- 7.2** The notice of motion must be given to the chief executive officer at least five clear days before the date of the meeting at which the motion is to be moved.
- 7.3** A motion the effect of which, if carried, would be to revoke or amend a resolution passed since the last periodic election of the council must be brought by written notice of motion.
- 7.4** If a motion as detailed in Clause 7.3 is lost, a motion to the same effect cannot be brought-
- (a) until after the expiration of 12 months; or
 - (b) until after the next periodic election, whichever is the sooner.
- 7.5 Where a notice of motion has been given by a member who is not present at the meeting the notice of motion may be moved by any other member present at the meeting.**
- 7.6 Notice of motions cannot be added to on the night of the meeting where the notice of motion is presented. Additions to notices of motions will be dealt with separately as a motion without notice.**
- 7.7** Subject to the Act and these regulations, a member may also bring forward any business by way of a motion without notice.
- 7.8** The presiding member may refuse to accept a motion without notice if, after taking into account the Guiding Principles, he or she considers that the motion should be dealt with by way of a written notice of motion.
- 7.9** The presiding member may refuse to accept a motion if the subject matter is, in his or her opinion, beyond the power of the council.
- 7.10 A motion without notice will not be accepted, where in the opinion of the presiding member, the motion relates to a significant issue or substantive information is required in order to make an informed decision on the motion (Refer Clause 7.8 above). Such issues should be provided as written notices of motion.**
- 7.11** A motion will lapse if it is not seconded at the appropriate time.
- 7.12 A member moving or seconding a motion will speak to the motion at the time of moving or seconding the motion for no longer than twothree minutes (clause 10.1). If further time is required, it will be considered by the presiding member and granted at their discretion to a total maximum of five minutes.**

- 7.13 If the motion is seconded, the common practice of the meeting will be to put the motion without further debate/discussion unless there is a speaker against the motion.
- 7.14 The common practice of the meeting will be to alternate speakers for and against the motion until the debate is complete.
- 7.15 At the conclusion of the debate, if a member who has not already spoken wishes to raise a new matter that has not been covered in previous debate/discussion or a matter considered of high importance, they will be permitted to speak for a maximum of ~~three~~two minutes.
- 7.16 A member may only speak once to a motion except –
- (a) To provide an explanation in regard to a material part of his or her speech, but not so as to introduce any new matter; or
 - (b) with leave of the meeting; or
 - (c) as the mover in reply.
 - (d) for the mover who may exercise a right to speak in closing the debate.
- for no longer than ~~two~~three minutes (Clause 10.1). The period of speaking may be extended with the consent of the presiding member.
- 7.17 In exercising the right of reply (Clause 7.16) the mover must confine the remarks to responding to the issues raised in the debate and not introduce new material.
- 7.18 A member who has spoken to a motion may not at a later stage of the debate move or second an amendment to the motion.
- 7.19 A member who has not spoken in the debate on a question may move a formal motion.
- 7.20 A formal motion must be in the form of a motion set out in 7.17 (and no other formal motion to a different effect will be recognised).
- 7.21 If the formal motion is-
- (a) that the meeting proceed to the next business, then the effect of the motion, if successful, is, in the case of an amendment, that the amendment lapses and the meeting proceeds with the consideration of the motion before the meeting without further reference to the amendment and, in the case of a motion, that the motion lapses and the meeting proceeds to the next item of business; or
 - (b) that the question be put, then the effect of the motion, if successful, is that debate is terminated and the question put to the vote by the presiding member without further debate; or

(c) that the question lie on the table, then the effect of the motion, if successful, is that the meeting immediately moves to the next item of business and the question can then only be retrieved at a later time by resolution (and, if so retrieved, debate is then resumed at the point of interruption); or

(d) that the question be adjourned, then the effect of the motion, if successful, is that the question is disposed of for the time being but debate can be resumed at the later time (at the point of interruption); or

(e) that the meeting be adjourned, then the effect of the motion, if successful, is that the meeting is brought to an end immediately without the consideration of further business.

7.22 If seconded, a formal motion takes precedence and will be put by the presiding member without discussion unless the motion is for an adjournment (in which case discussion may occur (but only occur) on the details for resumption).

7.23 A formal motion does not constitute an amendment to a substantive motion.

7.24 If a formal motion is lost-

(a) the meeting will be resumed at the point at which it was interrupted; and

(b) if the formal motion was put during debate (and not at the end of debate) on a question, then a similar formal motion (i.e., a motion to the same effect) cannot be put until at least one member has spoken on the question.

7.25 A formal motion for adjournment must include the reason for the adjournment and the details for resumption.

7.26 Any question that lies on the table as a result of a successful formal motion under 7.20 lapses at the next general election.

7.27 The chief executive officer must report on each question that lapses under 7.25 to the council at the first ordinary meeting of the council after the general election.

8 Amendments to Motions

Regulation 13

8.1 A member who has not spoken to a motion at an earlier stage of the debate may move or second an amendment to the motion.

8.2 An amendment must be relevant to the motion and so framed that it forms a sensible alternative proposal. It must not be a direct negation of the original motion.

8.3 An amendment will lapse if it is not seconded at the appropriate time.

8.4 A person who moves or seconds an amendment (and, if he or she chooses to do so, speaks to the amendment) will, in so doing, be taken to have spoken to the motion to which the amendment relates.

- 8.5 If an amendment is lost, only one further amendment may be moved to the original motion.
- 8.6 If an amendment is carried, only one further amendment may be moved to the original motion.
- 8.7 **Amendments are to be provided to the minute taker in writing to ensure accuracy of recording.**
- 8.8 **Note a division can not be called on an amendment as an amendment to a motion is an alteration to the wording of a motion – it is not a motion in its own right.**

9 Variations etc.

Regulation 14

- 9.1 The mover of a motion or amendment may, with the consent of the seconder, request leave of the meeting to vary, alter or withdraw the motion or amendment.
- 9.2 The presiding member must immediately put the question for leave to be granted and no debate will be allowed on that question.

10 Addresses by Members etc.

Regulation 15

- 10.1 A member must not speak for longer than ~~two~~**three** minutes at any one time without leave of the meeting.
- 10.2 **Members are to speak through the Chair of the meeting when speaking to a motion.**
- 10.3 A member may, with leave of the meeting, raise a matter of urgency.
- 10.4 A member may, with leave of the meeting, make a personal explanation.
- 10.5 The subject matter of a personal explanation may not be debated.
- 10.6 The contribution of a member must be relevant to the subject matter of the debate.
- 10.7 **Members will address other members as Councillor during council meetings.**
- 10.8 **Members may choose to sit or stand when addressing the Council \meeting.**

11 Voting

Regulation 16

- 11.1 The presiding member, or any other member, may ask the chief executive officer to read out a motion before a vote is taken.

11.2 The presiding member will, in taking a vote, ask for the votes of those members in favour of the question and then for the votes of those members against the question (and may do so as often as is necessary to enable him or her to determine the result of the voting), and will then declare the outcome.

11.3 A person who is not in his or her seat is not permitted to vote **unless extenuating circumstances exist, in which case the ~~Elected Member~~Council Member may be located elsewhere within the Chamber, but not in an area designated a public area.**

11.4 For the purpose of clause 11.3 extenuating circumstances are;

- infant or dependent care
- injury
- infirmity

12 Divisions

Regulation 17

12.1 A division will be taken at the request of a member.

12.2 If a division is called for, it must be taken immediately and the previous decision of the presiding member as to whether the motion was carried or lost is set aside.

12.3 The division will be taken as follows-

(a) the members voting in the affirmative will, until the vote is recorded, stand in their places; and

(b) the members voting in the negative will, until the vote is recorded, sit in their seats; and

(c) the presiding member will count the number of votes and then declare the outcome.

12.4 The chief executive officer will record in the minutes the names of members who voted in the affirmative and the names of the members who voted in the negative (in addition to the result of the vote).

12.5 **Members wishing to vote in the affirmative but are unable (to stand) due to extenuating circumstances, may indicate their affirmative vote by raising a hand or by indicating in some other unambiguous manner.**

12.6 **Members voting in the negative, who are not currently in their seats due to extenuating circumstances may indicate their negative vote by raising a hand or by indicating in some other unambiguous manner**

13 Tabling of Information

Regulation 18

- 13.1 A member may require the chief executive officer to table any documents of the council relating to a motion that is before a meeting (and the chief executive officer must then table the documents within a reasonable time, or at a time determined by the presiding member after taking into account the wishes of the meeting, and if the member who has required the tabling indicates that he or she is unwilling to vote on the motion until the documents are tabled, then the matter must not be put to the vote until the documents are tabled).
- 13.2 The chief executive officer may, in tabling a document, indicate that in his or her opinion consideration should be given to dealing with the document on a confidential basis under section 90 or 91 of the Act.

14 Adjourned Business

Regulation 19

- 14.1 If a formal motion for a substantive motion to be adjourned is carried-
- (a) the adjournment may either be to a later hour of the same day, to another day, or to another place; and
 - (b) the debate will, on resumption, continue from the point at which it was adjourned.
- 14.2 If debate is interrupted for want of a quorum and the meeting is then adjourned, the debate will, on resumption, continue from the point at which it was interrupted.
- 14.3 The Presiding Member can allow for new business to be dealt with prior to business adjourned from a previous meeting.**

15 Short-term Suspension of Proceedings

Regulation 20

- 15.1 If the presiding member considers that the conduct of a meeting would benefit from suspending the operation of all or some of the provisions of this Division for a period of time in order to allow or facilitate informal discussions, the presiding member may, with the approval of at least two-thirds of the members present at the meeting, suspend the operation of this Division (or any part of this Division) for a period determined by the presiding member.
- 15.2 The Guiding Principles must be taken into account when considering whether to act in accordance with Clause 15.1.
- 15.3 If a suspension occurs in accordance with Clause 15.1
- (a) a note of the suspension, including the reasons for and period of suspension, must

be entered in the minutes; and

(b) the meeting may proceed provided that a quorum is maintained but, during the period of suspension-

- (i) the provisions of the Act must continue to be observed; and
- (ii) no act or discussion will have any status or significance under the provisions which have been suspended; and
- (iii) no motion may be moved, seconded, amended or voted on, other than a motion that the period of suspension should be brought to an end; and

(c) the period of suspension should be limited to achieving the purpose for which it was declared; and

(d) the period of suspension will come to an end if-

- (i) the presiding member determines that the period should be brought to an end; or
- (ii) at least two-thirds of the members present at the meeting resolve that the period should be brought to an end.

16 Chief Executive Officer may submit report recommending revocation or amendment of council decision

Regulation 21

16.1 The Chief Executive Officer may submit a report to the council recommending the revocation or amendment of a resolution passed since the last general election of the council.

16.2 The Chief Executive Officer must ensure that the report is placed on the agenda for the meeting at which the report is to be considered.

17 Points of Order

Regulation 28

17.1 The presiding member may call to order a member who is in breach of the Act or these regulations.

17.2 A member may draw to the attention of the presiding member a breach of the Act or these regulations, and must state briefly the nature of the alleged breach.

17.3 A point of order takes precedence over all other business until determined.

17.4 The presiding member will rule on a point of order.

17.5 If an objection is taken to the ruling of the presiding member, a motion that the ruling not be agreed with must be moved immediately.

17.6 The presiding member is entitled to make a statement in support of the ruling before a motion under 17.5 is put.

17.7 A resolution under 17.5 binds the meeting and, if a ruling is not agreed with-

- (a) the ruling has no effect; and
- (b) the point of order is annulled.

18 Interruption of Meetings by Members

Regulation 29

18.1 A member of a council must not, while at a meeting-

- (a) behave in an improper or disorderly manner; or
- (b) cause an interruption or interrupt another member who is speaking.

18.2 Clause 18.1(b) does not apply to a member who is-

- (a) objecting to words used by a member who is speaking; or
- (b) calling attention to a point of order; or
- (c) calling attention to want of a quorum.

18.3 If the presiding member considers that a member may have acted in contravention of Clause 18.1, the member must be allowed to make a personal explanation.

18.4 Subject to complying with Clause 18.3, the relevant member must leave the meeting while the matter is considered by the meeting.

18.5 If the remaining members resolve that a contravention of Clause 18.1 has occurred, those members may, by resolution-

- (a) censure the member; or
- (b) suspend the member for a part, or for the remainder, of the meeting.

18.6 A member who-

- (a) refuses to leave a meeting in contravention of Clause 18.4; or

(b) enters a meeting in contravention of a suspension under Clause 18.5,

is guilty of an offence and the Maximum penalty is \$1,250

19 Interruption of Meetings by Others

Regulation 30

19.1 A member of the public who is present at a meeting of a council must not-

- (a) behave in a disorderly manner; or
- (b) cause an interruption.

Maximum penalty: \$500

20. DEFINITIONS

In these procedures, unless the contrary intention appears-

"Act" means the *Local Government Act 1999*;

"clear days" means days, inclusive of Saturdays, Sundays and public holidays, which do not include:

- the day on which the notice is given
- the day on which the meeting occurs

"deputation" means a person or group of persons who wish to appear personally before a council or council committee in order to address the council or committee (as the case may be) on a particular matter;

"formal motion" means a motion-

- (a) that the meeting proceed to the next business; or
- (b) that the question be put; or
- (c) that the question lie on the table; or
- (d) that the question be adjourned; or
- (e) that the meeting be adjourned¹;

"member" means a member of the council or council committee (as the case may be);

"point of order" means a point raised to draw attention to an alleged breach of the Act, Regulations or this Code of Practice in relation to the proceedings of a meeting;

"presiding member" means the person who is the presiding member of a council or council committee (as the case may be) and includes any person who is presiding/chairing at a particular meeting.

"written notice" means legibly hand written or typed in either hard copy or email form.

21. REFERENCES

Local Government Act 1999

Local Government (Procedures at Meetings) Regulations 2013

22. REVIEW AND EVALUATION

Review 2020/21

Council Member Policies

Originating Officer	Unit Manager Governance and Records - Jaimie Thwaites
Corporate Manager	Manager Corporate Governance - Kate McKenzie
General Manager	Acting General Manager Corporate Services - Ray Barnwell
Report Reference	GC190723R12

REPORT OBJECTIVE

The purpose of this report is to present the follow Council Member Policies for Council endorsement:

- Informal Gatherings Policy
- Council Member Training and Development Policy
- Council Member Code of Conduct, Procedure for Investigating Complaints
- Access to Legal Advice for Council Members Policy
- Draft Code of Practice, Access to Meetings and Documents (for public consultation)

EXECUTIVE SUMMARY

There are a number of Council Policies that are required to be reviewed within 12 months of a General Election. These include the following Policies closely associated with the role of a Council Member:

- Informal Gatherings Policy
- Council Member Training and Development Policy
- Council Member Code of Conduct, Procedure for Investigating Complaints
- Access to Legal Advice for Council Members Policy
- Draft Code of Practice, Access to Meetings and Documents

As the last General Election was held in November 2018, these policies are due for review.

The Code of Practice, Access to Meetings and Documents requires public consultation before Council can adopt it. Therefore, in-line with consultation practices, The Code will be presented to Council for adoption for the purposes of consultation and again at the conclusion of the consultation period.

The format of all the documents have been updated in line with the Policy Framework adopted by Council and the term 'Elected Member' has been replaced with 'Council Member' for consistency across Council documents and the references in the *Local Government Act 1999*.

RECOMMENDATION

That:

- 1. Council adopts the amended 'Informal Gatherings Policy' provided at Appendix 1 to this report.**
- 2. Council adopts the amended 'Council Member Training and Development Policy' provided at Appendix 2 to this report.**
- 3. Council adopts the amended 'Council Member Code of Conduct, Procedure for Investigating Complaints' provided at Appendix 3 to this report.**
- 4. Council adopts the amended 'Access to Legal Advice for Council Members' provided at Appendix 4 to this report.**

5. Council endorses the proposed Code of Practice – Access to Meetings and Documents provided at Appendix 5, for the purposes of public consultation;
6. Public consultation commences on 1 August 2019 and concludes on 23 August 2019, in accordance with Council's Community Consultation Policy and the legislative requirement of a minimum 21 days public consultation.
7. A report be presented to the General Council meeting to be held on 24 September 2019 that includes;
 1. Details of any submissions received during the public consultation period regarding the Code of Practice - Access to Council Meetings and Documents;
 2. A final proposed Code of Practice for Council to consider for adoption.

Legal / Legislative / Policy: Several policies relating to Council Members are due for review following the Local Government elections in November 2018.

DISCUSSION

There are a number of Council policies that are required to be reviewed within 12 months of a General Election. As the last election was in November 2018 a review of a number of policies has been undertaken.

Feedback received at the Elected Member Forum on 21 May 2019 has been incorporated into the revised documents where relevant.

As part of the review, the format of all the documents has been updated in line with the Policy Framework adopted by Council in July 2018 (GC180710R01) and the term 'Elected Member' has been replaced with 'Council Member' for consistency across Council documents and the references in the *Local Government Act 1999*.

Proposed changes to the policies are marked-up in the attached appendices and summarised below.

The following Policies are presented to Council for endorsement:

Informal Gatherings Policy (Appendix 1)

Within Section 90(1) of the *Local Government Act 1999* (the Act) there is a general requirement that all Council and Committee meetings are to be held in a place open to the public (except in special circumstances). Section 90(8) of this Act does allow Council and Committee Members to meet outside of formally constituted meetings on the following provision:

'provided that a matter which would ordinarily form part of the agenda for a formal meeting of a council or council committee is not dealt with in such a way as to obtain, or effectively obtain, a decision on the matter outside a formally constituted meeting of the council or council committee.'

Section 90(8a) of the Act provides that an informal gathering or discussion can only be held if it complies with a Council adopted policy on the holding of the informal gathering or discussion.

The Informal Gatherings Policy was last adopted by Council at the 22 November 2016 General Council meeting (GC221116R16).

The proposed changes to the current policy includes:

- Minor tidy ups
- Replacing 'Elected Member' with 'Council Member'
- Reformatting to the new template
- Additional paragraph included under Part 5 as follows:

The Code of Conduct for Council Members applies for informal gatherings and breaches of the Code during or associated with informal gathering will be dealt with under the Council Members Code of Conduct Procedure For Investigating Complaints.

Council Member - Code of Conduct, Procedure for Investigating Complaints (Appendix 2)

The intent of the Code of Conduct for Council Members is that Councils will establish their own procedure for investigating alleged matters under Part 2 of the Code (behavioural matters). Section 2.19 of the Code states:

“A complaint may be investigated and resolved in any manner which that Council deems appropriate in its process for handling alleged breaches of this part. This can include, but is not limited to: a mediator or conciliator, the Local Government Governance Panel, a regional governance panel or an independent investigator.”

The Council Member - Code of Conduct, Procedure for Investigating Complaints was last adopted by Council at the 27 March 2018 General Council meeting (GC270318R11).

The proposed changes to the current procedure includes:

- Minor tidy ups
- Replacing 'Elected Member' with 'Council Member'
- Reformatting to the new template

Council Member Professional Development Policy (Appendix 3)

Under the *Local Government Act 1999* Council must prepare and adopt a training and development policy for its members that assists the Council Member in the discharge of their functions and duties and complies with the requirements set by the regulations. The regulations also set mandatory training and development requirements for Council Members.

The Council Member Professional Development Policy was last adopted by Council at the 24 February 2015 General Council meeting (GC240215R11).

The proposed changes to the current policy includes:

- Minor tidy ups
- Replacing 'Elected Member' with 'Council Member'
- Reformatting to the new template

Access to Legal Advice for Council Members Policy (Appendix 4)

Under section 78A of the *Local Government Act 1999*, Council can establish a scheme by which a member of a council may directly obtain legal advice at the expense of the Council to assist the member in performing or discharging official functions and duties. The Policy provides the parameters in which a Council Member can seek legal advice.

The Access to Legal Advice for Council Members Policy was last adopted at the 26 July 2016 General Council meeting (GC260716R12).

The proposed changes to the current policy includes:

- Minor tidy ups
- Replacing 'Elected Member' with 'Council Member'
- Reformatting to the new template
- Added a provision that Council resolution is required for amounts over the \$2000 limit (through a Motion on Notice from the Member).

The Code of Practice, Access to Meetings and Documents (Appendix 5)

The City of Marion is committed to open and transparent decision making, however it recognises that in certain circumstances, it may be necessary, to restrict public access to discussions and documentation.

Section 92 of the *Local Government Act 1999* (the Act), requires Council to prepare and adopt a Code to address how the Council will deal with public access to its meetings and associated documents.

Section 92(5) of the Act states “before a Council adopts, alters or substitutes a Code of Practice, it must:

1. make copies of the proposed code, alterations or substitute code (as the case may be) available for inspection or purchase at the council's principal office; and
2. follow the relevant steps set out in its public consultation policy.

Therefore, in-line with consultation practices, The Code will be presented to Council for adoption for the purposes of consultation and again at the conclusions of the consultation period.

The following timetable is proposed to accommodate the requirements within the Act and the consultation process:

- Council consider and endorse the Code for the purposes of Community Consultation (23 July 2019);
- Community consultation (1 August 2019 - 23 August 2019);
- Notice to appear in messenger (week commencing 5 August 2019);
- Community Representations to Council (24 September 2019);
- Council consider and adopt (if appropriate) the Code (24 September 2019).

The Code of Practice, Access to Meetings and Documents was last adopted by Council at the 28 June 2016 General Council meeting (GC280616R19).

The proposed changes to the current policy includes:

- Minor tidy ups
- Replacing 'Elected Member' with 'Council Member'
- Reformatting to the new template
- References to Council updated to also include Council Committees
- It is recommended that the section outlining where in the meeting agenda confidential items will be considered be updated to reflect the current practice of dealing with more complex matters earlier on in the agenda.

Attachment

#	Attachment	Type
1	Appendix 1 - Council Member Informal Briefing Policy	PDF File
2	Appendix 2 - Council Member Code of Conduct, Procedure for Investigating Complaints	PDF File
3	Appendix 3 - Council Member Professional Development Policy	PDF File
4	Appendix 4 - Access to Legal Advice for Council Members Policy	PDF File
5	Appendix 5 - Code of Practice - Access to Council Meetings and Documents Policy	PDF File

1. RATIONALE

Open and transparent meetings of Council underpin representative democracy and ensure public confidence in council's decision-making processes. Informal gatherings, where appropriate, provide a valuable opportunity to enhance the decision-making processes by providing opportunities for council members to become better informed on issues and seek further clarification.

2. POLICY STATEMENT

This Policy provides for council members to have sufficient opportunity to conduct planning sessions, to receive informal briefings and educational sessions, and convene other informal gatherings without prejudicing the requirements for openness and transparency as required by the Local Government Act 1999 (the Act).

Section 90(8) of the Act allows informal gatherings to be held provided that the discussion does not lead to a decision, or effectively obtain a decision, on a matter that would ordinarily be dealt with at a meeting of Council. This policy reflects the intention of the legislation for informal gatherings to be used for briefing, planning and educational sessions and is aimed at avoiding any perception that informal gatherings will be used to build consensus for council agenda items.

3. OBJECTIVES

"Informal gatherings" are gatherings of some or all ~~Elected Member~~Council Members to discuss council business that are arranged by the council (either by the CEO or by the elected council) other than proceedings which are subject to formal notification and minuting e.g. General Council and Committee Meetings. Section 90(8) of the Act provides a list of examples of informal gatherings:

- Planning sessions associated with the development of policies or strategies
- Briefing or training sessions
- Workshops
- Social gatherings to encourage informal communication between members or between members and staff.

Informal gatherings will be used solely for the purpose of generating ideas, sharing information and seeking further information on issues. Staff may receive guidance from informal gatherings as to what topics and information is to be presented to formal meetings but informal gatherings are not to be used for building consensus positions, or making council decisions in any way.

4. POLICY SCOPE AND IMPLEMENTATION

This policy applies to informal gatherings of the Council or a Council committee, including designated informal gatherings or discussions.

The Local Government (General) Regulations 2013 defines 'designated informal gathering or discussion' as:

an event organised and conducted by or on behalf of the council or chief executive officer to which members of the council or council committee (as the case may be) have been invited and that involves discussion of a matter that is, or is intended to be, part of the agenda for a formal meeting of the council or council committee.

An informal gathering which does not involve discussion of a matter that is, or is intended to be, part of the agenda for a formal meeting of the Council or Council committee, is not a 'designated informal gathering or discussion'.

General Business of the Council

Informal gatherings of Council Members, or Council Members and Council staff are, by their nature, a non-compulsory meeting of the council. All council members are however encouraged to attend these sessions. Attendance will be noted and included in the annual report.

Informal gatherings will not be used for making council decisions or to stifle debate on issues that may subsequently be dealt with by the council at a formal meeting.

Timing of, and Access to, Informal Gatherings of Council

For all designated informal gatherings or discussions, the following information will be published on the Council's website:

- (i) the place, date and time at which the designated informal gathering or discussion will be held;
- (ii) the matter that is to be discussed at the designated informal gathering or discussion;
- (iii) whether or not the designated informal gathering or discussion is to be held at a place open to the public.

Where a confidential informal discussion declaration applies to a designated informal gathering or discussion, the reason for the designated informal gathering or discussion being held entirely or partially in confidence must be published on the Council's website. The declaration must be made prior to the commencement of the designated informal gathering or discussion by the Council or Chief Executive Officer.

For all designated informal gatherings public access will be determined on a case by case basis. The council is aware of the need to balance openness and transparency with opportunities for private discussions between council members and council members and staff to progress Council business.

The Council or Chief Executive Officer may declare a designated informal gathering or discussion to be a 'confidential informal discussion' where the designated informal gathering or

discussion is either:

- (i) a planning session of a general or strategic nature; or
- (ii) is a briefing session relating to information or a matter of a confidential nature within the ambit of section 90(3) of the Local Government Act (see attachment).

An informal gathering or discussion of the Council or a Council committee which is not a designated gathering or discussion will not be open to the public, unless otherwise determined by the Council or Chief Executive Officer.

Procedures applying to designated informal gatherings or discussions

Informal gatherings may nominate the Mayor, any other ~~elected member~~Council Member or any staff member to chair the gathering. Informal gatherings will be chaired informally.

Both the CEO and the person chairing the meeting are responsible for ensuring informal gatherings are conducted in accordance with the Act.

If a designated informal gathering or discussion has been declared to be a 'confidential informal discussion', then the designated informal gathering or discussion may be attended by Council members, relevant staff as required and any other person invited to attend by the Council or the Chief Executive Officer.

If a confidential informal discussion declaration has been made in respect of only some of the matters to be discussed at a designated informal gathering or discussion, then the informal gathering or discussion will only be closed to the public while these confidential matters are considered. The designated informal gathering or discussion will be open to the public for any non-confidential items that are considered.

The Code of Conduct for Council Members applies for informal gatherings and breaches of the Code during or associated with informal gathering will be dealt with under the Council Members Code of Conduct Procedure For Investigating Complaints.

Documentation relating to informal gatherings

Information / draft documentation may be provided to ~~Elected Member~~Council Members to accompany the discussion. Such documents are considered internal working documents of council, and therefore any requests for copies of the documentation will be considered on a case by case basis.

Informal gatherings will not involve a formal minute taking process.

Interpretation

This Policy must be enacted in conjunction with any legislative change or regulations.

AVAILABILITY OF THE POLICY

The public may inspect a copy of this Policy, without charge, at the Council offices during office hours.

A copy of the Policy will be made available on the Council Website (www.marion.sa.gov.au).

Further enquiries about the Policy should be directed to the Manager [Corporate Governance](#) or by telephoning Council on 8375 6600.

5. REFERENCES

Local Government Act 1999

Local Government (Accountability and Governance) Amendment Bill 2015

Code of Practice – Access to Council Meetings and Documents

[*Code of Conduct for Council Members*](#)

6. REVIEW AND EVALUATION

This Policy will be reviewed within 12 months after a General Election and as required.

Attachment

Information and matters within the ambit of section 90(3), Local Government Act

(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);

(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;

(c) information the disclosure of which would reveal a trade secret;

(d) commercial information of a confidential nature (not being a trade secret) the disclosure of which:

(i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and

(ii) would, on balance, be contrary to the public interest;

(e) matters affecting the security of the Council, members or employees of the Council, or Council property, or the safety of any person;

(f) information the disclosure of which could reasonably be expected to prejudice the maintenance of law, including by affecting (or potentially affecting) the prevention, detection or investigation of a criminal offence, or the right to a fair trial;

(g) matters that must be considered in confidence in order to ensure that the Council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty;

(h) legal advice;

(i) information relating to actual litigation, or litigation that the Council or Council committee believes on reasonable grounds will take place, involving the Council or an employee of the Council;

(j) information the disclosure of which:

(i) would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the Council, or a person engaged by the Council); and

- (ii) would, on balance, be contrary to the public interest;
- (k) tenders for the supply of goods, the provision of services or the carrying out of works;
- (l) information relating to a proposed amendment to a Development Plan under the Development Act 1993 before a Development Plan Amendment proposal relating to the amendment is released for public consultation under that Act;
- (m) information relevant to the review of a determination of a Council under the Freedom of Information Act 1991.

1. RATIONALE

- 1.1 The Code of Conduct for Council Members is set by regulation and applies to all ~~Elected Member~~Council Members across local government in South Australia. Depending on the nature of an alleged breach of the Code, a matter may be subject to a Council investigation or an investigation by the Ombudsman or Office of Public Integrity (OPI). This procedure applies when the Council receives a complaint against an ~~Elected Member~~Council Member under the Code of Conduct for Council Members as gazetted on 29 August 2013. A copy of the Code is available on the City of Marion's website www.marion.sa.gov.au

2. ALLEGED BREACH

- 2.1 Breaches of the Code of Conduct may relate to behaviour (in Part 2 of the Code) or misconduct (in Part 3 of the Code). Criminal or corruption matters, which are subject to separate legislation, do not form part of the Code of Conduct for ~~Elected Member~~Council Members but are referred to in the Appendix of the Code of Conduct.
- 2.2 Where an alleged breach occurs the complainant should report the allegation, in writing to the Chief Executive Officer. The allegation should:
- 2.2.1 Be specific
 - 2.2.2 Provide as much supporting evidence as possible to assist an investigation
 - 2.2.3 Provide the name of the ~~Elected Member~~Council Member who has allegedly breach the Code.
- 2.3 Complainants can, at any time, take the alternative option of lodging the complaint with the Ombudsman or Office of Public Integrity (OPI), which will direct the complaint in accordance with the ICAC Act.
- 2.4 On receipt of a complaint, the CEO will be responsible for advising the Mayor and referring the complaint to Council.
- 2.5 When no allegations have been substantiated, Council will consider the matter in confidence.
- 2.6 The Council will consider the matter, in conjunction with legal advice if required, and determine whether the complaint relates to:
- 2.6.1 Behavioural which falls under Part 2 of the Code
 - 2.6.2 Misconduct which triggers action under Part 3 of the Code, or
 - 2.6.3 Criminal or Corrupt behaviour.
- 2.7 Complaints relating to misconduct or criminal behaviour must be referred to the appropriate authorities immediately.
- 2.8 As soon as practical after the receipt of an allegation and prior to the complaint being referred to Council, the Mayor will advise the ~~Elected Member~~Council Member who is the subject of the complaint and its substance. If the complaint is about the Mayor, the Deputy Mayor will undertake this function.
- 2.9 A copy of the complaint will be provided to the ~~Elected Member~~Council Member and will also be provided to confidentially Council. This may be done in person, via email and/or a Council report.

3. Complaint Assessment

- 3.1 In undertaking the preliminary assessment of a complaint, the Council may have regard to the following considerations:
- a) whether the complaint is a “code of conduct complaint”,
 - b) whether the complaint is trivial, frivolous, vexatious or not made in good faith,
 - c) whether the complaint discloses prima facie evidence of a breach of the code,
 - d) whether the complaint raises issues that would be more appropriately dealt with by another agency or body,
 - e) whether there is or was an alternative and satisfactory means of redress available to the complainant in relation to the conduct complained of,
 - f) whether the complaint is one that can be resolved by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, informal discussion, negotiation or apology,
 - g) whether the issue/s giving rise to the complaint have previously been addressed or resolved,
 - h) whether the conduct complained of forms part of a pattern of conduct,
 - i) whether there were mitigating circumstances giving rise to the conduct complained of,
 - j) the seriousness of the alleged conduct,
 - k) the significance of the conduct or the impact of the conduct for the council,
 - l) how much time has passed since the alleged conduct occurred, or
 - m) such other considerations that the Council considers may be relevant to the assessment of the complaint.

4. ALLEGED BREACH UNDER PART 2

Having regard to the seriousness of the allegation and information provided, the Council will:

- a) seek to resolve the matter internally, including through conciliation or mediation,
- b) refer the matter to an independent person of Council’s choice,
- c) refer the complaint to the Local Government Governance Panel or
- d) dismiss the allegation.

4.1 Internal Response

4.1.1 Only matters which are determined to be of a minor nature will be dealt with internally and only with the agreement of the parties.

4.1.2 Council may request that the Mayor facilitate a meeting with the complainant and the ~~Elected Member~~Council Member and may seek mediation and conciliation between the parties in an attempt to resolve the matter to the satisfaction of all parties. This may be

appropriate, for example, where the complainant is also an ~~Elected Member~~ Council Member.

4.1.3 The Mayor must ensure that the principles of natural justice and procedural fairness are observed.

4.1.4 Where the matter is resolved by the Mayor to the satisfaction of all the parties the matter will be closed and no further action will be taken. The Mayor will send written confirmation to all the parties confirming that the matter has been resolved and provide report the outcome to a public meeting of the Council if appropriate.

Where the matter cannot be resolved in this manner, it will be referred back to Council for further consideration.

4.1.5 Where the Mayor is the complainant or the subject of the complaint the internal response will be facilitated by the Deputy Mayor or other ~~Elected Member~~ Council Member as resolved by Council.

4.1.6 If Council determines to resolve a complaint internally, it must be satisfied that it has all relevant facts have been obtained. If Council has outstanding questions, relating to the matter, these must be addressed prior to finalising the complaint.

4.2 Referral to independent person of Council's choice

4.2.1 A complaint may be referred by Council to an independent person for investigation.

4.2.2 Complaints to an independent person will specify:

- The grounds of the complaint
- Set out the circumstances of the complaint
- Be accompanied by any other material that is available to support the complaint.

4.2.3 The independent person must ensure that the principles of natural justice and procedural fairness are observed.

4.2.4 Following the investigation, a report will be prepared by the independent person and will be provided to Council. The report may recommend to the Council appropriate action in relation to the matter, including the imposition of any of the sanctions available to a Council under clause 2.25 of the Code of Conduct.

4.3 Referral to the Local Government Governance Panel

4.3.1 Complaints referred to the Governance Panel will specify the ground/s of the complaint, set out the circumstances of the complaint and be accompanied by any other material that is available to support the complaint. A copy of the Governance Panel's procedures is available on the Governance Panel webpage on the LGA's website under Rules of Engagement. [www.lga.sa.gov.au]

4.3.2 The matter will be assessed initially by the Panel Manager who will determine the process to be followed and the person who will deal with the matter. The matter may be dismissed if it is frivolous, vexatious, misconceived or lacking in substance.

4.3.3 A complaint that is forwarded to the Governance Panel will be assessed by the Panel Manager in the first instance. The Panel Manager will consider the applicable facts from the material provided and may form a provisional conclusion that further investigation is unnecessary, as it would be unlikely to result in a breach finding. In these circumstances, Council will consider the recommendation from the Panel Manager and determine whether to proceed to a full investigation.

4.3.4 Where a complaint progresses to an investigation, a report will be prepared by the Panel and will be provided to the Council. The report may recommend to the Council appropriate action in relation to the matter, including the imposition of any of the sanctions available to a Council under clause 2.25 of the Code of Conduct.

4.4 Dismiss the allegation.

4.4.1 The Council may choose to dismiss a matter only in the circumstances where it is evident that the complaint is frivolous, vexatious, misconceived or lacking in substance. The Council must provide reasoning for undertaking this action.

5. REPORTING TO COUNCIL

5.1 At the conclusion of an investigation, Council must resolve if a breach of part 2 of the Code is found, the breach must be the subject of a report to a public meeting of the Council. The Council may, by resolution, take any of the following actions:

5.1.1 Take no action and provide the reasons as to why

5.1.2 Pass a censure motion in respect of the ~~Elected Member~~Council Member

5.1.3 Request a public apology, whether written or verbal

5.1.4 Request the ~~Elected Member~~Council Member to attend training on the specific topic found to have been breached

5.1.5 Resolve to move or suspend the ~~Elected Member~~Council Member from a position within the Council (not including the Members Elected position on Council)

5.1.6 Request the member to repay monies to the Council.

6. APPEALS

6.1 The Council will not enter into any process of appeal in relation to Part 2 of the Code. If an ~~Elected Member~~Council Member is aggrieved by the process and or outcome, they may refer the matter to the Ombudsman for review.

7. PART 3 – MANDATORY CODE (MISCONDUCT)

7.1 Any person may report an alleged breach of Part 3 of the Code to the Council, the Ombudsman or Office of Public Integrity. Alleged breaches of this Part made to Council or to the Office of Public Integrity may be referred to the Ombudsman for investigation.

~~Elected Member~~ Council Member Code of Conduct Procedure For Investigating Complaints

- 7.2 Under the Code of Conduct, an ~~Elected Member~~ Council Member who is of the opinion that a breach of Part 3 of the Code has occurred, or is currently occurring, must report the breach to the Mayor of the Council or Chief Executive Officer, the Ombudsman or the Office of Public Integrity.
- 7.3 A failure to report an alleged or suspected breach of Part 3 of the Code is in itself a breach under Part 2 of the Code.
- 7.4 A failure of an ~~Elected Member~~ Council Member to co-operate with the Council's process for handling alleged breaches of Part 2 of the Code may be referred for investigation under Part 3.
- 7.5 A failure of an ~~Elected Member~~ Council Member to comply with a finding of an investigation under this procedure may be referred for investigation under Part 3 of the Code.
- 7.6 Repeated or sustained breaches of Part 2 of the Code by the same ~~Elected Member~~ Council Member may be referred, by resolution of the Council, to the relevant authority as a breach of Part 3.
- 7.7 A report from the Ombudsman that finds a Council Member has breached Part 3 of the Code of Conduct must be the subject of a report to a public meeting of the Council. The Council must pass a resolution to give effect to any recommendations received from the Ombudsman, within two ordinary meetings of the Council following the receipt of these recommendations.

8. CRIMINAL MATTERS – APPENDIX TO THE CODE OF CONDUCT

- 8.1 The matters within the Appendix to the Code of Conduct are matters for which a criminal penalty applies. These matters must be reported to the Office of Public Integrity. In addition, allegations of a breach of any of the offence provisions in the *Local Government Act 1999* must be reported to the Office of Public Integrity.
- 8.2 In compliance with the *Independent Commissioner against Corruption Act 2012*, referral of such complaints to the Office of Public Integrity will remain confidential.

9. REFERENCES

Adopted by Council:	27 March 2018 23 July 2019
Next Review:	November 2019 2023 (within 12 months of general election)
Version:	1. 2 4
Previous Version:	Adopted 24 June 2014 27 March 2018
Owner:	Manager Corporate Governance
Applicable Legislation:	Local Government Act 1999 (sections 59-63) Local Government (General) Variation Regulations 2013 Independent Commissioner against Corruption Act 2012
Related Documents:	Code of Conduct for Council Members Directions of Guidelines issued by ICAC
Related Policies:	Caretaker Policy

10. REVIEW AND EVALUATION

Review November ~~2019~~2023 (within 12 months of general election)

1. RATIONALE AND POLICY STATEMENT

The City of Marion:

- 1.1 Is committed to professional development activities for its ~~Elected Member~~Council Members, including the mandatory training required pursuant to section 8AA of the Local Government (General) Regulations.
- 1.2 Recognises that the ongoing professional development of ~~Elected Member~~Council Members is an important factor in Council's ability to ensure that the City of Marion is well governed and operating in the best interests of the Corporation and the Community.

2. OBJECTIVES

The purpose of this Policy is to guide the ongoing development of Council to ensure that it collectively possesses the necessary competencies to exercise sound judgement on the various issues faced by the City of Marion, and possesses the characteristics that lead to effective decision-making.

3. POLICY SCOPE AND IMPLEMENTATION

The broad framework within which ~~Elected Member~~Council Member professional development will be delivered encompasses:

- 3.1 Identification of the knowledge, skills and attributes (competencies) needed by a ~~Elected Member~~Council Member / Council as a whole having regard to the strategic directions and performance of the City of Marion, as well as developments within the local government ~~industry~~sector.
- 3.2 Analysis of the professional development needs of ~~Elected Member~~Council Members and Council as a whole against the identified needs, and the formation of short and long term development plans for individual ~~Elected Member~~Council Members and Council as a whole.
- 3.3 Attendance at professional development activities by individual ~~Elected Member~~Council Members and Council as a whole.

4. KNOWLEDGE, SKILLS AND ATTRIBUTES

As outlined in section 3.1 of the Policy, Council has identified the following knowledge, skills and attributes as key competencies required by all Elected Members in order to ensure sound judgement and effective decision-making:

4.1 Knowledge of:

- Roles, responsibilities and obligations of ~~Elected Member~~Council Members
- Relationships between ~~Elected Member~~Council Members, the CEO and staff
- Legislative framework within which City of Marion operates
- Principles of corporate governance and risk management
- Understanding and application of financial policy and budgeting processes
- Local Government industry business and 'fit' within the Federal and State levels of government
- Understanding of the City of Marion's strategic directions and how they align with broader strategies and plans (E.g. 30 Year Plan for Greater Adelaide)
- Council meeting procedures (notices of motion, questions with notice etc).

4.2 Skills:

- Strategic planning and monitoring
- Corporate policy evaluation
- Critical thinking, analysis and questioning
- Ability to separate the duties and responsibilities of an ~~Elected Council~~ Member from management
- Information & Communications Technology (Including Social Media)
- Community consultation
- Elected Member liaison and working with external stakeholders
- Ability to operate (during meetings) in a public arena
- Public speaking
- Chairing meetings (eCouncil and public)

4.3 Personal Attributes:

- Adopts a style encompassing effective communication, decisiveness and being an effective member of a team
- Adopts a style that is focused on continuous improvement
- High level of ethics, transparency and integrity
- Objectivity

- Available time and personal organisation skills to manage ~~Elected Council~~ Member responsibilities
- Constructive leadership.

5. LOCAL GOVERNMENT ASSOCIATION TRAINING STANDARDS

Section 80A of the Local Government Act 1999 requires that Council complies with the requirements set under section 8AA of the Local Government (General) Regulations, particularly the Local Government Association Training Standards for Council Members. These training standards outline the minimum training requirements for all Council Members that must be completed within 12 months of a general election.

6. IDENTIFICATION OF PROFESSIONAL DEVELOPMENT NEEDS

In addition to the mandatory training, Council will undertake a review of its professional development needs on an annual basis. The review will focus on the professional development needs of:

6.1 Council as a Whole

The review of the professional development needs of Council as a whole will assist ~~Elected Member Council~~ Members to quantify the needs of Council and to identify broad issues to enhance Council's overall effectiveness.

This review shall be undertaken individually by ~~Elected Member Council~~ Members and the results collated by the Manager Corporate Governance. The results shall be provided to Council for discussion and will results in the development of a "whole of Council" development plan. The review shall take the form of a survey covering key areas of Council's role. The survey content and format shall be determined by Council and may be varied from time to time.

6.2 Individual ~~Elected Member Council~~ Members

The review of professional development needs for individual ~~Elected Member Council~~ Members will assist ~~Elected Member Council~~ Members to consider their own development needs as a member of Council. This will involve the completion of an ~~Elected Member Council~~ Member Self-Assessment survey.

The self-assessment will be discussed between each individual ~~Elected Member Council~~ Member and the Mayor and is intended to be used as the basis for identifying development opportunities for both the next 12_-months and the remainder of the current Council term.

The self-assessment review shall take the form of a survey covering key areas of the role of an individual ~~Elected Member~~Council Member. The survey content and format shall be determined by Council and may be varied from time to time.

7. ANNUAL PROFESSIONAL DEVELOPMENT PLAN

Following the completion of the annual surveys, a professional development plan will be developed for Council as a whole and individual ~~Elected Member~~Council Members. The Plans will identify development opportunities for the ensuing 12 months as well as the longer term based on the remaining duration of the current Council's term.

8. REVIEW AND EVALUATION

This policy will be reviewed within 12 months of a general election or as directed by Council.

1. RATIONALE

Section 78A of the Local Government Act 1999 (the Act), provides that Councils may 'establish a scheme under which a member of a council may directly obtain legal advice at the expense of the council to assist the member in performing or discharging official functions and duties.'

2. POLICY STATEMENT

The role of an Elected Member Council Member is defined by various legislation and regulations. The environment is largely regulated and from time to time, it can be complex. Elected Member Council Members should not incur legal expenses as a result of performing and discharging their official functions and duties. Generally, seeking legal advice would be facilitated by the Chief Executive Officer or their delegate/s in the course of their administrative role. However, there may be occasion when individual Elected Member Council Members required legal advice independent of the collective council body.

3. OBJECTIVES

The objectives of the policy are:

- 3.1 To ensure the availability of the appropriate legal advice to Elected Member Council Members within the framework of the legislation
- 3.2 To identify the situations where Council, as a matter of policy, will and will not fund the costs of provided legal advice for individual Elected Member Council Members.

4. POLICY SCOPE AND IMPLEMENTATION

This Policy applies to Elected Member Council Members of the City of Marion and provides the parameters in which an Elected Member Council Member can seek legal advice in accordance with section 78A of the Act.

Elected Member Council Members will, in accordance with this Policy be provided access to legal advice for the following matters:

- 4.1 Performance and or discharge of official functions and duties prescribed within the Act.
- 4.2 Individual conflict of interest.
- 4.3 Legal proceedings related to a civil liability where section 39 of the Act has been invoked.

Council will not provide access to legal advice or reimburse the legal costs of individual ~~Elected~~
MemberCouncil Member in relation to:

- 4.4 Personal matters outside the scope of their role as an ~~Elected Member~~Council Member.
- 4.5 Criminal matters.
- 4.6 Alleged breaches of the Code of Conduct including behavioural matters, misconduct, maladministration and corruption (Council may consider reimbursement of costs via separate resolution if the allegations are determined to be unsubstantiated).
- 4.7 The initiation of defamation proceedings by an ~~Elected Member~~Council Member.
- 4.8 Legal action where the ~~Elected Member~~Council Member has not been indemnified under section 39 of the Act by the Local Government Association Mutual Liability Scheme, as it has been determined that the member was not acting in good faith and in accordance with their duties.

Limitations

In accordance with this Policy, an ~~Elected Member~~Council Member can seek legal advice to a maximum of \$2,000 plus GST per financial year. For amounts over this limit a Council Member may seek the support of Council through a Motion on Notice.

5. ROLES AND RESPONSIBILITIES

Where an individual ~~Elected Member~~Council Member believes legal advice is required to properly determine a legal position on a matter, a written request should be made to either the Mayor or the Chief Executive Officer.

If the request complies with the parameters of this Policy and section 137 of the Act, written approval will be provided to the ~~Elected Member~~Council Member by the Mayor or Chief Executive Officer.

If the Mayor has provided the approval, they will notify the Chief Executive Officer (or their delegate) who will notify the agreed legal provider with the parameters of the approval.

If appropriate, the ~~Elected Member~~Council Member will provide a copy of the legal advice obtained to the Chief Executive Officer to be recorded in Councils record management system.

The total cost of the advice will be recorded in the ~~Elected Member~~Council Member Expenses and Benefits Register.

Where the request for legal advice is not approved, an ~~Elected Member~~Council Member may seek the support of Council through a Motion on Notice for legal advice to be obtained.

6. REFERENCES

City of Marion 245 Sturt Road, Sturt SA 5047
PO Box 21, Oaklands Park SA 5046
T 08 8375 6600
F 08 8375 6699
www.marion.sa.gov.au

Category: Public / Legislative
Owner: Manager Corporate Governance
Authorisation Date:
~~26/07/2016~~23/07/19 Review Date:
2023~~19~~

Local Government Act 1999

39—Protection of members

- (1) No civil liability attaches to a member of a council for an honest act or omission in the exercise, performance or discharge, or purported exercise, performance or discharge, of the member's or council's powers, functions or duties under this or other Acts.
- (2) A liability that would, but for this section, attach to a member of a council attaches instead to the council.

78A—Obtaining of legal advice

- (1) The regulations may establish a scheme under which a member of a council may directly obtain legal advice at the expense of the council to assist the member in performing or discharging official functions and duties.
- (2) The scheme may require the preparation and adoption of a policy by a council and include provisions for the variation of the policy and its availability to the public.
- (3) The scheme or a policy adopted under the scheme may—
 - (a) impose limitations on the obtaining of legal advice; and
 - (b) provide for a process for approval of requests to obtain legal advice; and
 - (c) allow for conditions to be imposed on an approval, including a condition limiting the expenditure that may be incurred; and
 - (d) provide for a council to set an overall budget for the purpose; and
 - (e) include other relevant provisions.

137—Expenditure of funds

Subject to this or another Act, a council may expend its funds as the council thinks fit in the exercise, performance or discharge of its powers, functions or duties under this or other Acts.

7. REVIEW AND EVALUATION

Adopted by Council 23 July 2019~~26 July 2016 (GC260716R12)~~ Review Date 2023~~19~~

1. RATIONALE

Council must prepare and adopt a Code of Practice, in accordance with Part 5 of the Local Government Act 1999 (the Act), ~~states that Council must prepare and adopt a Code of Practice that~~ relating to the principles, policies, procedures and practices that the Council will apply for the purpose of the operation of Part 3 and Part 4 of the Act.

2. POLICY STATEMENT

21 The City of Marion is committed to the principles of honest, open and accountable government and encourages community participation in the business of Council.

22 In fulfilling the role of an effective Council that is responsive to the needs of the community and which operates within the legal framework (prescribed by the Act), the City of Marion supports the principle that procedures to be observed at a Council or Committee meeting should contribute to transparent and informed decision making and encourage appropriate community participation in the business of Council. However, the City of Marion also recognises that on a limited number of occasions it may be necessary in the broader community interest to restrict public access to discussion or documents.

3. OBJECTIVES

This Code of Practice sets out the policy framework for access to meetings and documents and provides guidance as to the application of provisions in the Act to restrict public access to meetings and/or documents.

3.1 The Code of Practice aims to;

3.1.1 Provide the community with information on access to Council and Council Committee meetings and the documents of those meetings;

3.1.2 Summarise the legal position relating to public access to the Council and Council Committee meetings, agenda's, documents and minutes of meetings; and

3.1.3 Outline to the community for what purpose and on what basis the Council may apply the provisions of the Act to restrict public access to Council and Council Committee meetings or documents and minutes.

4. POLICY SCOPE AND IMPLEMENTATION

4.1 This Code of Practice applies to Council and Council Committees and the associated agenda, minutes and attachments that relate to those meetings;

4.2 The Code of Practice does not apply to the Development Assessment Panel (DAP) as the requirements of the DAP are defined within the Development Assessment Act 1993;

43 Section 132 of the Act states that Council must make certain documents available for public inspection. The Code of Practice does not apply to those documents;

44 Where the Freedom of Information Act 1991 (FOI Act) provides for access to Council's administrative documents which are not normally available to the public, then those documents are not included in the scope of this Code.

5. Access to the Agenda for Meetings

51 In accordance with the Act, the Chief Executive Officer (CEO) must give written notice of an ordinary meeting to all the Council or Committee Members, setting out the date, time and place of the meeting at least three clear days before the meeting.

52 The notice contains or is accompanied by the agenda for the meeting and a list of the items of business, plus any documents and reports relating to these matters (with the exception of any matters that might be potentially subject to the making of an order of confidentiality).

53 The notice and agenda are also placed on public display at the principal office of the Council, and available via Council's website: www.marion.sa.gov.au, at the same time as they are forwarded to the Council members. Further copies are made available to the public at the meeting of the Council or Council Committee.

Note: - these provisions apply to the Council and Council Committee meetings that have as part of their responsibility some regulatory activities and those other committees to which the Council has determined these procedures will apply. Where a committee is not performing a regulatory activity these procedures may be varied, eg; notice may be given in a form decided by the committee, and need not be given for each meeting separately. Public notice may be given at a place determined by the CEO taking into account the nature and purpose of the Council Committee. [Part 3 of the Local Government (Procedures at Meetings) Regulations 2000].

54 Distribution of agenda papers to members of the Council, or members of a Council Committee, may contain items of business (including reports or documents) that include a recommendation from the CEO that a document or report on a particular matter may be considered in confidence to the exclusion of the public. Where this occurs, the CEO will identify the legislative ground(s) upon which the Council or Council eCommittee members can determine whether a confidentiality order is to be made.

55 If, upon consideration of the grounds under Section 90(3), the Council or Council Committee members do not make an order of confidentiality for an item that the CEO has recommended to be considered in confidence, then a copy of the document will be made available to the public.

6. Public Access to Meetings

6.1 Council (and Council eCommittee) meetings are open to the public and attendance is encouraged and welcomed. Meeting schedules are made available for public viewing on the website.

62 There are times where Council (or [Council eCommittee](#)) considers it necessary to exclude the public from the discussion of a particular matter. In these circumstances, Council (or [Council Committee](#)) will do so in accordance with Section 90(3) of the Act which outlines the circumstances when a meeting can be closed to consider a matter in confidence.

63 The public will only be excluded when the need for confidentiality outweighs the principle of open decision making, and that will be determined on a case by case basis, upon satisfying one or more of the grounds under Section 90(3) of the Act.

64 In accordance with section 90 of the Act, it is not unlawful for Members of Council, [Council Committee](#) members and staff to participate in informal gatherings or discussion provided that a matter which would ordinarily form part of the agenda for a formal meeting is not dealt with in such a way as to obtain, or effectively obtain, a decision outside of a formally constituted meeting of Council or [Council Committee](#). Such meetings may for example be in the form of:

- planning sessions associated with the development of policies and strategies;
- briefing or training sessions;
- workshops;
- social gatherings to encourage informal communication between members or between members and staff.

65 Informal gatherings will be in compliance with Council's 'Informal Gatherings Policy'

7. Matters Considered in Confidence

7.1 Before a meeting order that the public be excluded to enable the receipt, discussion and/or consideration of a particular matter, the meeting must, in public, formally determine that this is necessary and appropriate to do so, and then pass a resolution to exclude the public while dealing with that particular matter. If this occurs, everyone, except those persons permitted to stay by express inclusion in the resolution of Council (or ~~the~~ [Council Committee](#)), must leave the room. Once Council, or [eCouncil Committee](#), has made the order it is an offence for a person, knowing that an order is in force, to enter or remain in a room in which such a meeting is being held.

72 Once discussion on a particular matter, including the making of a resolution made under Section 91(7) (if required) has concluded, the order to exclude the public lapses and the public are then permitted to re-enter the meeting. If there is a second or subsequent matter on the agenda to be considered in confidence it will be necessary for the Council or ~~the~~ [Council Committee](#) to again undertake the formal determination process, and where satisfied resolve to exclude the public in the manner described above.

73 Council, or the Council Committee, can, by inclusion within the resolution, permit a particular person or persons to remain in the meeting. An example would be allowing a

ratepayer who is suffering personal hardship to remain in the meeting when their circumstances concerning the payment of rates is being discussed.

~~7.4 For the convenience of the public, where it is resolved to consider a matter in confidence, the matter, unless there are pressing reasons as to why it should be debated at that point of the meeting, will be deferred until all other business has been dealt with. When determining the order of matters on the agenda, Council or the Council Committee, will take into consideration the convenience of the public and the complexity of the matter to determine appropriate order.~~

7.5 In accordance with Section 90(3) of the Act, Council, or a Council Committee may order that the public be excluded in the following circumstances:

7.5.1 information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);

7.5.2 information the disclosure of which –

(i) could reasonably be expected to confer a commercial advantage on a person with whom ~~the e~~Council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and

(i) would on balance, be contrary to the public interest;

7.5.3 information the disclosure of which would reveal a trade secret;

7.5.4 commercial information of a confidential nature (not being a trade secret) the disclosure of which -

(i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and

(i) would, on balance, be contrary to the public interest;

7.5.5 matters affecting the security of ~~the e~~Council, members or employees of ~~the e~~Council, or ~~e~~Council property, or the safety of any person;

7.5.6 information the disclosure of which could reasonably be expected to prejudice the maintenance of law, including by affecting (or potentially affecting) the prevention, detection or investigation of a criminal offence, or the right to a fair trial;

7.5.7 matters that must be considered in confidence in order to ensure that ~~the e~~Council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty;

7.5.8 legal advice;

7.5.9 information relating to actual litigation, or litigation that the ~~e~~Council or ~~e~~Council ~~e~~Committee believes on reasonable grounds will take place, involving the

the Council or an employee of the Council;

7.5.10 information the disclosure of which –

- (i) would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the council, or a person engaged by the Council); and
- (ii) would, on balance, be contrary to the public interest;

7.5.11 tenders for the supply of goods, the provision of services or the carrying out of works;

7.5.12 information relating to a proposed amendment to a Development Plan under the Development Act 1993 before a Plan Amendment Report relating to the amendment is released for public consultation under that Act;

7.5.13 Information relevant to the review of a determination of the Council under the Freedom of Information Act 1991.

7.6 Where Council, or a Council Committee, is considering making an order that the public be excluded on one or more of the grounds above it is not a relevant consideration that discussion of the matter in public may:

- (i) cause embarrassment to the Council or the Council Committee concerned, or to members or employees of the Council: or
- (ii) cause a loss of confidence in the Council or the Council Committee.

7.7 If a decision to exclude the public is taken, Council or the Council Committee will include details in the resolution of the making of the order and the grounds on which it was made and application of those grounds to the present matter without disclosing the issues giving rise to the confidentiality. Minutes of a meeting of Council or a Council Committee are publicly available within five days after the meeting.

8. Process to Exclude the Public and Consider a Matter in Confidence

8.1 Confidentiality provisions will only be utilised after careful consideration and when considered proper and necessary;

8.2 The grounds on which an order to exclude the public is made will be conveyed to the public at the time of the order being made and will be included in the minutes of the meeting which are available to the public within 5 days of the meeting;

8.3 Once discussion of the matter is concluded, the meeting will then consider if it is necessary to make an order that any report or other document or the minutes associated with the confidential agenda item remains confidential. In determining this, the meeting shall have regard to the provisions of Section 91 and in particular Section 91(8) which details when Council or a Council Committee must not order that a document in whole or in part

remain confidential;

84 If a meeting determines that it is proper and necessary to keep a report or documentation confidential, then it must evidence this by resolution. Where Council or a Council Committee resolves to retain information as confidential Council or the Council Committee will specify the duration of the order or the circumstances in which the order will cease to apply or a period after which the order will be reviewed. In each case the review period must not be for a period longer than 12 months, in accordance with the Act.

85 Once discussion of the matter is concluded (and the public have returned to the meeting room), the decision of the meeting in relation to the matter will be made publicly known unless the Council has resolved to order that some information and all relevant decisions remain confidential, (eg the price to which the Council is prepared to bid for land yet to be auctioned).

86 Details relating to any order to keep information and/or discussion on the item confidential in accordance with Section 91(7) of the Local Government Act are also to be made known. When making a confidentiality order the meeting must specify the duration of the order or the circumstances in which the order will cease to apply, or a period after which the order must be reviewed, that period being no longer than 12 months. This along with the making of the order and the grounds on which it was made, is also recorded in the minutes.

87 In all cases the objective is that the information be made publicly available at the earliest possible opportunity.

88 Where a person provides information to Council or a Council Committee for consideration and requests that it be kept confidential Council is not able to consider this request unless the matter falls within one of the grounds under Section 90(3) of the Act. If this is the case, Council will then be in a position to consider the request on its relative merits.

9. Review of Confidential Orders

A confidentiality order made under section 91(7) of the Act must specify the duration of the order or the circumstances in which the order will cease to apply, or a period after which the order must be reviewed. In any event, any order that operates for a period exceeding 12 months must be reviewed at least once in every year.

An order will lapse if the time or event specified has been reached or carried out. There is no need for the Council to resolve for the confidential order to be lifted. Once the order has lapsed, the minutes and/or documents automatically become public.

Orders that exceed 12 months must be reviewed annually and the Council must assess whether the grounds for non-disclosure are still relevant and, if so, provide the relevant grounds and reasons for the minutes and/or documents remaining confidential. The conduct of the annual review can be delegated to the Chief Executive office and sub-delegated to an employee of the Council if appropriate. If there are any items that require a fresh confidentiality order because the original order is about to expire, then the reviewer will prepare a report to Council making recommendations with respect to each item to be

retained in confidence. Each item must then be addressed separately and assessed against section 90(3) and section 91(7) of the Act. While a Council may delegate the power to undertake an annual review, the Council cannot delegate the power to apply sections 90(3) and 91(7) of the Act.

A Council may resolve to exclude the public from a meeting to discuss and undertake consideration of the recommendations arising from the annual review in confidence, subject to the application of the relevant ground under section 90(3) of the Act. Section 90(3) of the Act must be applied separately to each item and not en bloc.

If there is no longer any need for the confidentiality order then the Council or Council Committee may delegate to an employee of the Council the power to revoke an order made in accordance with section 91(7) of the Act. The Council or Council eCommittee may also include in the resolution whether any delegation is given to an employee to revoke the order and if relevant, any conditions associated with the delegation.

10. Public Access to Documents

Various documents can be available for inspection and purchase (for a fee) by the public. Council may also make a document available in electronic form and place it on the Internet for public access.

The Council or the Council eCommittee will only order that a document associated with a discussion from which the public are excluded is to remain confidential if it is considered proper and necessary in the broader community interest.

The Council or the Council eCommittee can only resolve to keep minutes and/or documents confidential under section 91(7) if they were considered in confidence pursuant to sections 90(2) and 90(3).

Where keeping a document confidential is considered proper and necessary, a resolution to this effect is required which shall include:

- the grounds for confidentiality; and
- the duration of the order or the circumstances in which the order will cease to apply, or a period after which the order must be reviewed – if the order has a duration of more than 12 months, the order must be reviewed at least once in every year;
- (if applicable) whether the power to revoke the order will be delegated to an employee of the Council. [s.91(9)]

Requests to access Council and Council Committee documents can be made under the *Freedom of Information Act 1991*. Inquiries in relation to the process for seeking access to documents held by Council should be directed to Council's accredited Freedom of Information Officer.

11. Accountability and Reporting to the Community

11.1 To support Council's commitment to the principle of accountability to the community, Council will report, on an annual basis, in relation to its use of the confidentiality provisions. Council will report on the following information in its Annual Report:-

- (i) the number of occasions Council or a Council Committee resolved to exclude the public; and
- (ii) the relevant provisions within section 90 (3) of the Act that were utilised to exclude the public.

12. Review of Council Decisions

12.1 The Act provides that Council is required to establish procedures for the review of a decision in relation to the operation of:

- 12.1.1 Council or a Council Committee
- 12.1.2 An employee of the Council
- 12.1.3 Other persons acting on behalf of the Council.

12.2 Where a person is aggrieved about a decision under Section 90 of the Act to restrict public access to either a meeting or a document, they may apply for consideration under the Review of Decisions procedure that has been established in accordance with section 270 of the Act.

13. Availability of the Code

13.1 The public may inspect a copy of this Code, without charge, at the Council offices during office hours.

13.2 A copy of the Code will be made available on the Council Website (www.marion.sa.gov.au).

13.3 Further enquiries about the Code should be directed to the Manager [Corporate Governance](#) or by telephoning Council on 8375 6600.

14. Review Process

14.1 The Act requires that the code be reviewed within 12 months of a periodic election (i.e. every 4 years). Council has the right to review this code at any time.

14.2 Before a Council adopts, alters or substitutes the Code it must;

14.21 Make copies of the proposed code, alterations or substitute code (as the case may be) available for inspection or purchase from the Council's principle office.

14.22 Follow the relevant steps set out in its public consultation policy.

15. DEFINITIONS

Agenda – A list of items of business to be considered at a meeting.

Clear Days - The time between the giving of the notice and the meeting is determined excluding the day on which the notice is given and the day of the meeting eg; notice is given on a Thursday for a following Monday meeting, the clear days being Friday, Saturday and Sunday.

Council Committee - A committee of Council established under section 41 of the Local Government Act 1999 or any other Committee established under the Act, including any subcommittee.

Deputation – a person or group of persons who wishes to appear personally before the Council or ~~e~~Council ~~e~~Committee in order to address the Council or Committee on a particular matter.

Minutes – a record of the items discussed and the resolutions made of a meeting of Council/~~or Council~~ Committee.

Personal Affairs - being a person's financial affairs, criminal records, marital or other personal relationships, personal qualities, attributes or health status, or that person's employment records, employment performance or suitability for a particular position or other personnel matters relating to the person but does not include the personal affairs of a body corporate.

The Act – *Local Government Act 1999*

16. REVIEW AND EVALUATION

Review ~~November 2019~~due July 2023.

Local Government Association Annual General Meeting 2019

Originating Officer	Unit Manager Governance and Records - Jaimie Thwaites
Corporate Manager	Manager Corporate Governance - Kate McKenzie
General Manager	Acting General Manager Corporate Services - Ray Barnwell
Report Reference	GC190723R13

REPORT OBJECTIVE

The purpose of this report is to consider Notice of Motions for forwarding to the Local Government Association (LGA) for consideration at the Local Government Annual General Meeting (AGM) 2019 and to nominate a Voting Delegate.

EXECUTIVE SUMMARY

Member councils are invited to submit proposed items of business to be considered by SAROC, GAROC or the LGA Board of Directors for inclusion on the agenda of the AGM.

The LGA General Meeting will be held on Friday 31 October 2019 at the Adelaide Oval, War Memorial Drive, North Adelaide.

In order for items of business to be considered for the AGM of 31 October 2019, proposals must be received no later than 5pm on **Monday 5 August** 2019.

Council's current voting delegate for the LGA AGM is Mayor Hanna and Deputy Mayor Pfeiffer (proxy). Any change to this will need to be advised by 18 October 2019.

RECOMMENDATION

That:

- 1. Council notes the report "Local Government Association Annual General Meeting 2019"**
- 2. The nominated Council Voting Delegate for this meeting is XXX and that the Proxy Delegate for this meeting is XXX**
- 3. Council submits the following Notices of Motion to the Local Government Association by 5 August 2019 for consideration at the 2019 Local Government Association Annual General Meeting:**
 - The Annual General Meeting requests the LGA to investigate whether there is sufficient evidence across Local Government to request the State Government to amend the Dog and Cat Management Act, 1995:**
 - so a dog's registration becomes due 12 months from the date of when the dog is registered**
 - when a person registers more than the number of dogs as prescribed by the relevant Council, the Dog and Cat on-line database automatically notifies the person that they will be required to apply for more than the number of dogs as prescribed by the relevant Council.**
- 4. On submitting Notices of Motion to the Local Government Association, the Chief Executive Officer be authorised to amend the wording (without changing the meaning or purpose of the motion) if required.**

DISCUSSION

The LGA have released a call for Motions for the LGA Annual General Meeting 2019 and for Councils to advise of new, or confirm existing voting delegates for the meeting. In preparation for the meeting, the LGA have advised Councils of the following information:

Motions

The purpose of the AGM is to consider items of strategic importance to local government and the LGA, as recommended by South Australian Region Organisation of Councils (SAROC), Greater Adelaide Region Organisation of Councils (GAROC) or the Board of Directors.

Member councils may at any time throughout the year propose an item of business for a General Meeting. To submit a proposal Council needs to complete the LGA General Meeting - Proposed Item of Business form (Attached as Appendix 1). Proposals should be accompanied by sufficient supporting information to assist SAROC, GAROC and the Board of Directors to make informed decisions and recommendations. Councils are encouraged to discuss proposed items of business with the LGA Secretariat prior to being submitted.

It is at the discretion of Council whether to refer an item to GAROC or the Board of Directors. Guidelines on how proposed items of business will be considered is attached as Appendix 2.

Proposed Motion and Supporting Information

Councillor Hull has proposed the following motion to be put forward to the LGA

The Annual General Meeting requests the LGA to investigate whether there is sufficient evidence across Local Government to request the State Government to amend the Dog and Cat Management Act, 1995:

- *so a dog's registration becomes due 12 months from the date of when the dog is registered*
- *when a person registers more than the number of dogs as prescribed by the relevant Council, the Dog and Cat on-line database automatically notifies the person that they will be required to apply for more than the number of dogs as prescribed by the relevant Council.*

Currently dog registrations are collected annually and fall due in August each year. People wishing to create a new registration are required to pay the full annual fee regardless of when the registration takes place (eg a new registration in August attracts the same fee as a registration lodged in May). Limited feedback has been received that some people are not completing new registrations for dogs early in the calendar year and are instead waiting for the period in which all annual registrations are due to avoid paying the full registration fee twice in the same year. Changing dog registrations to becoming due from 12 months of the registration date will require the Dog and Cat Management Act to change as the registration periods are specifically addressed in the Act (Due end August every year) but would encourage people to register dogs regardless of the time of year.

Under the current dog registration system Council currently receive a weekly notification when someone exceeds the number of prescribed dogs. This is due to Council having set specific rules for the Council area that align with the by-laws. Staff then follow up these notifications and action as required. The proposal is for DACO to automatically advise the customer to contact Council. Investigations could also occur into whether the system could prevent the person from completing the registration until Council is contacted or whether the registration is still completed.

As some time has passed since the changes to the Dog and Cat Management Act 1995 were introduced this motion calls on the LGA to investigate whether further changes would benefit the sector.

In order for items of business to be considered for the AGM of 31 October 2019, proposals must be received no later than **5pm on Monday 5 August 2019**. All proposed items will then be considered by either SAROC, GAROC or the Board of Directors and must be approved by them for inclusion in the agenda for the AGM. The AGM agenda will be provided to councils at least 30 days prior to the meeting.

It is suggested that upon resolving to submit Notices of Motion to the LGA, the Chief Executive Officer be authorised to amend the wording (without changing the meaning or purpose of the motion) if required.

Voting Delegate

At the City of Marion, historically the Mayor has been the Voting Delegate and the Deputy Mayor has been the proxy unless they have been unable to attend the meeting. Pursuant to Rule 36 of the LGA Constitution only persons who are Council Members are eligible to be a Voting Delegate, therefore all Elected Members are eligible to be the Voting Delegate or Proxy.

The current Voting Delegate is Mayor Hanna and the Proxy is Deputy Mayor Pfeiffer. Unless contrary advice is provided to the LGA, the above-nominated remains the same. Councils may appoint new voting delegates by notifying the LGA by Friday 18 October 2019.

In Summary

- Notices of Motion are due to the LGA by 5pm on Monday 5 August 2019
- Change in Voting Delegates are due to the LGA by Friday 18 October 2019

Attachment

#	Attachment	Type
1	Appendix 1 - LGA General Meeting - Proposed Item of Business form-1	PDF File
2	Appendix 2 - Considering Proposed Items of Business for LGA General Meetings	PDF File

LGA General Meeting – Proposed Item of Business

The purpose of this form is to request consideration by SAROC, GAROC or the Board of Directors of an item of business to be included on the agenda of an LGA General Meeting - refer Clause 16.3.1 of the LGA Constitution. Prior to submitting a proposed Item of Business, please refer to the Considering Proposed Items of Business for LGA General Meetings Guidelines.

Council Name	
The body the item is being referred to <i>Proposals may only be submitted to the ROC of which council is a member, or to the LGA Board of Directors.</i>	Board of Directors <u>OR</u> SAROC <u>OR</u> GAROC (choose only one)
Subject of the proposed item of business	
Proposed motion for the General Meeting	That the Annual / Ordinary General Meeting requests the LGA to
Supporting information <i>Provide a summary of the issue(s), relevant background information, description of the impact on the sector and evidence that this is an item of strategic importance to local government.</i>	
LGA Policy Manual <i>Does this item require a change to the LGA Policy Manual (new policy or amendment to existing policy)?</i>	(please click here to view the LGA Policy Manual)
LGA Strategic Plan reference	(please click here to view the plan and identify the Key Initiative and Strategy reference)
Council Contact Officer submitting form	(insert name) (insert email address) (insert telephone number)
Council Meeting minute reference and date of meeting	
Date submitted to LGA	

Please return Word version of completed form to lgasa@lga.sa.gov.au.
Refer to LGA Circulars in respect to deadlines for upcoming General Meetings.

Considering Proposed Items of Business for LGA General Meetings

Guidelines

February 2019

Version 1

Introduction

The Local Government Association of South Australia (LGA) schedules two General Meetings each year for member councils to consider items of strategic importance to local government and the LGA. Proposing and voting on items of business for a General Meeting is one of the important ways that member councils participate in the development of policy and strategy on issues and influence the advocacy agenda for local government in matters affecting councils and their communities.

These guidelines have been prepared to assist the LGA Board of Directors (Board), South Australian Region Organisation of Councils (SAROC) and Greater Adelaide Region Organisation of Council (GAROC) to consider the items of business to be placed upon an agenda for an LGA Ordinary or Annual General Meeting. They also provide guidance to member councils to develop and prioritise proposals to submit for consideration.

The *Considering Proposed Items of Business for LGA General Meetings* Guidelines may be reviewed and amended by the LGA Board of Directors from time to time.

LGA Constitution

Section 16 of the LGA Constitution provides guidance about the matters to be discussed at a General Meeting, and the process by which items of business may be proposed for inclusion on the agenda. The requirements of Section 16 are outlined below.

16. Business of General Meetings

- 16.1 *The business of a General Meeting will be to consider items of strategic importance to local government and the LGA as recommended by SAROC, GAROC or the Board of Directors and matters which must be determined under this Constitution at a General Meeting.*
- 16.2 *Any Member may propose an item of business for an Annual General Meeting or an Ordinary General Meeting to SAROC, GAROC or the Board of Directors.*
- 16.3 *No business shall be brought before a General Meeting of the LGA unless:*
 - 16.3.1 *it has been placed on the agenda of an Annual General Meeting or an Ordinary General Meeting by SAROC, GAROC or the Board of Directors taking into account the purpose of a General Meeting set out in clause 16.1; or*
 - 16.3.2 *the business is as stated in the notice of a Special General Meeting, given in accordance with clause 10.*

In summary, the Constitution provides all member councils with the opportunity to submit a proposed item of business to the Board, SAROC or GAROC for approval to be placed on the agenda of a General Meeting. No item of business will be placed upon the agenda for a General Meeting unless it has been approved by one of the relevant bodies, which must consider whether a matter is of 'strategic importance' to local government and the LGA'.

Relevant bodies

As outlined in the Constitution, a member council may propose an item of business to SAROC, GAROC or the Board of Directors. This opportunity is also enshrined within the LGA Membership Proposition, which outlines the rights of members to participate in the development of LGA policy and strategy.

While the Constitution refers to members being able to refer items directly to the Board, the Membership Proposition specifically provides for members referring matters relating to policy and strategy development to either SAROC or GAROC (as relevant).

To provide greater clarity to members about the best pathway for submitting an item of business, the following guidance is provided.

LGA Board of Directors

Items should be referred to the Board if related to:

- the LGA Constitution or Ancillary Documents
- a subsidiary of the LGA
- a commercial service provided (or proposed to be provided) by the LGA
- an activity requiring the allocation of significant resources by the LGA
- any LGA operational matter

SAROC or GAROC

Items should be referred to the relevant ROC if related to:

- the development of LGA policy and strategy
- LGA advocacy activities
- an amendment or addition to the LGA Policy Manual
- an operational matter related to SAROC or GAROC

The Board, SAROC and GAROC may choose to refer items submitted by member councils to each other for advice or consideration. Such referrals will be at the discretion of the Board, SAROC and GAROC.

Guiding principles

The following guiding principles have been developed to provide clarity and consistency to the Board, SAROC, GAROC and member councils about the relevant matters that will be considered in determining whether an item of business will be placed on the agenda of a General Meeting.

1. Strategic importance

The matters discussed at General Meetings should be of strategic importance to local government and the LGA. The policies and activities that are resolved at the LGA General Meetings are important in guiding the priorities and work plans of the LGA, and it is important that the association's resources are focussed on the issues that will be of the greatest benefit to councils and communities.

In determining whether a matter is of strategic importance to local government and the LGA, the Board, SAROC and GAROC will consider:

- whether the item has relevance to and will benefit a particular group (eg regional or metro councils) or the sector as a whole;
- alignment with the strategic plans and business plans of the LGA, SAROC and GAROC;
- the level of urgency required to deal with the issue;
- relevance to the role of local government and the potential positive and negative impacts of the issue on councils and communities;

- whether there are other bodies or industry groups that are better placed to address the issue or undertake the proposed activity; and
- the resources required to execute the policies or activities.

2. Supporting evidence

Good public policy positions need to be supported by solid evidence that the issues are well understood and that the proposed course of action provides the most efficient and effective solution. A strong evidence base is critical to successful advocacy, particularly when trying to change government policy, influence public opinion or attract additional funding.

The Board, SAROC and GAROC will consider whether there is sufficient evidence provided in support of the policy position or course of action being sought. In some instances, an item may be referred back to the submitting council with a request for further information.

In many cases the evidence needed to support a position might not be readily available. In these circumstances it is best for a motion to seek further investigation of an issue and/or further consultation with councils, rather than seeking endorsement of a specific policy position or action. The Board, SAROC and GAROC may propose an alternative course of action, in consultation with the submitting council.

3. Alignment with LGA policy

The LGA Policy Manual is a compendium of principles and policies that have been developed and endorsed by a majority vote of member councils at previous General Meetings. There are a wide range of policies addressing a number of priority issues for the sector.

The policies act as a guide for advocacy and best practice in the sector. In most cases, the LGA Policy Manual can provide councils with a broad direction on how an issue can be resolved and whether further development of a policy position is required.

The Board, SAROC and GAROC will consider the LGA Policy Manual in determining whether a new or amended policy position is required to be endorsed by members to enable the LGA to take the requested action. If the LGA already has a supportive policy position in relation to the proposed item, further consideration by members at a General Meeting may not be required.

4. Resourcing

In some cases, the items of business put forward by members require significant resources to be allocated in order to achieve the desired outcome. Resources may not be available through the LGA to tackle every issue.

Before determining to place an item on the agenda of a General Meeting; the Board, SAROC and GAROC will consider:

- whether resources are available within the LGA to achieve the desired outcome;
- other resources that may be available;
- potential impacts on the LGA budget and business plan; and
- the level of input that will be required by councils or other stakeholders to progress the item.

The Board, SAROC and GAROC may determine not to proceed with (or defer) an item of business if the resourcing required would detract from the achievement of outcomes of greater priority for members.

Determinations by the Board, SAROC and GAROC

After considering a proposed item of business against these guiding principles and having regard to any other relevant factors, the Board, SAROC and GAROC may determine to:

- approve an item of business for inclusion on the agenda of a General Meeting;
- approve an amended item of business for inclusion on the agenda of a General Meeting (in consultation with the submitting councils);
- take no further action;
- request additional information from the submitting council;
- refer an item back to the submitting council or regional LGA for action if it relates to a local or regional issue;
- resolve that the matter be dealt with by the LGA, SAROC or GAROC without progressing to a General Meeting (such as matters requiring urgent attention or actions that can be progressed immediately due to alignment with existing policies and work plans); or
- defer the item to a future General Meeting

The submitting council will be advised in writing of the determination of their proposed item of business.

CONFIDENTIAL ITEMS**Cover Report - Marion Outdoor Pool upgrade - Stage 3 works**

Originating Officer	Manager Innovation & Strategy - Fiona Harvey
Corporate Manager	Manager Innovation and Strategy - Fiona Harvey
General Manager	General Manager City Development - Abby Dickson
Report Reference	GC190723F01

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: Adrian Skull, Tony Lines, Abby Dickson, Kate McKenzie, Ray Barnwell, Fiona Harvey, Jaimie Thwaites, and Craig Clarke, be excluded from the meeting as the Council receives and considers information relating to Marion Outdoor Pool, 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 commercial confidence.

Marion Outdoor Pool upgrade - Stage 3 works

CONFIDENTIAL

Reason For Passing This Resolution:

Local Government Act (SA) 1999 S 90 (2) 3(b) (i) and (ii): 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.

CORPORATE REPORTS FOR INFORMATION/NOTING

Work Health & Safety Performance Report - June 2019

Originating Officer	Unit Manager Risk - Sherie Walczak
Corporate Manager	Manager Corporate Governance - Kate McKenzie
General Manager	Acting General Manager Corporate Services - Ray Barnwell
Report Reference	GC190723R14

REPORT OBJECTIVE

The objective of this monthly report is to provide Council with assurance that the City of Marion has effective strategies in place aimed to meet its legal obligations as outlined in the Work Health and Safety Act (SA) 2012 and to monitor Council's core target of a 10% reduction of the Lost Time Injury Frequency Rate (LTIFR) from the previous year.

EXECUTIVE SUMMARY

The City of Marion has been on a continuous improvement journey to implement and mature its Work Health & Safety Management System (WHSMS), with the aim to promote ownership of responsibilities and processes for health, safety and wellbeing throughout the organisation. The approach taken for this has been to provide tools, training and support that enables people to apply WHS principles and practices in all they set out to achieve for the community.

The Think Safe Live Well program's vision aligns with our organisational values and corporate performance indicators. The focus remains on further developing our existing leadership styles, organisational culture and WHS systems by:

- Embedding a culture of safety for our people and the community at the forefront of everything we do
- Developing our people as proactive safety leaders
- Applying WHS systems to our operations with a focus on identifying and incorporating opportunities for improvement.

The Corporate WHS Performance Indicator for 2018/19 was to achieve a 10% or greater reduction of our Lost Time Injury Frequency Rate (LTIFR). As at the 30th June 2019, the LTIFR was 9.4 which demonstrates a 52% increase from the 2017/18 financial year LTIFR of 6.2 and does not achieve the KPI set by Council.

RECOMMENDATION

That Council:

1. Notes the report and statistical data contained therein.

DISCUSSION

LGAWCS WHS ACTION PLAN

In September 2018, the Local Government Association Workers Compensation Scheme (LGAWCS) and Local Government Association Mutual Liability Scheme (LGAMLS) conducted a Risk and WHS combined audit and evaluation process. As a result of this audit, the Council is required to set an annual action plan to

address the outcomes of the audit.

In 2018, Council was successful in closing out 98% of actions from the 2017 Audit. As at 30 June 2019, 63% of actions have been completed. All actions are being monitored monthly and are on track for completion before their due date of 31 October 2018.

The key focus areas for the 2019 action plan have been:

- Improving work practices through a review of Safe Work Method Statements, Safe Work Procedures and Safe Operating Procedures and uploading them for future monitoring and review through the SkyTrust WHS Management System
- Review of the WHS Training Needs Analysis and undertaking a gap analysis to ensure all required training has been delivered
- Review of Workplace Emergency Management Plans for all sites to ensure effectiveness
- Review the Safety Risk Register and provide organisational validation of risk levels
- Review Contractor Management processes to assess benefits of systems improvements
- Improving hazard management through a comprehensive formal review of plant risk assessments, confined space risk assessments and chemical risk assessments

PERFORMANCE RESULTS

To measure continual improvement, safety indicators are measured and monitored against our sector counterparts being Group A Councils as reported in Appendix A. Performance against these targets are measured in two ways:

- positive performance indicators (PPI's); and
- lag performance indicators (LPI's)

Positive Performance Indicators

The primary positive performance indicator was to increase Hazard and Near Miss Reports, outlined in Table 1 and 2, however these have reduced by 13% from an average of 11 last year to 9.5 this year. This has been recognised as a key focus in the City of Marion HSE Plan 2019-23 with a target of a 5% increase each year for the life of the plan.

Lag Performance Indicators

The key lag performance indicator was to reduce Lost Time Injuries (LTIs) outlined in Table 3 and 4, from data extracted from internal WHS SkyTrust. This has increased from 4 LTIs reported last year to 7 LTIs reported this year.

Analysis of the LTIs in FY2018-19, outlined in Table 5, shows three primary mechanisms of injury:

1. Three manual handling injuries (muscular stress while lifting, carrying or putting down objects)
 - Back injury from lifting concrete
 - Back injury from spreading mulch
 - Shoulder injury from driving star droppers
2. Three falls from the same or differing levels (slips, trips and falls)
 - Shoulder and knee injury from falling down stairs
 - Foot injury from falling down stairs
 - Back injury from falling off a chair
3. One mechanical injury (struck by object)

- Split lip from being hit by branch expelled from chipper

The Rolling Lost Time Injury Frequency Rate (LTIFR) represented in blue in Figure 1, from data extracted from the City of Marion's WHS Management System (SkyTrust), is reported at 11.0*. This represents a 77% increase over the previous 12 months being the 2017-18 result of 6.2.

The Lost Time Injury Frequency Rate (LTIFR) represented in blue in Figure 2, from data extracted from the Local Government Association Workers' Compensation Scheme (LGAWCS) Claim Analysis Portal, is recorded at 9.4*. This represents a 52% increase over the previous 12 months and does not meet the KPI of 10% reduction on the LTIFR from the previous year. However, despite recording an increase in the LTIFR this year, it should be noted that significant reductions have been made over the past three years including; a reduction of 57% from 2015-16 to 2016-17 which reduced again by 50% in 2017-18. These reductions equate to a 67% reduction over the three years from 2015-16 to 2018-19. The City of Marion, historically, has also recorded a higher LTIFR when compared against our industry counterparts being the Group A Councils and we have recorded lower than the sector now for three years in a row. Continuing education and improvement strategies will be undertaken in 2019-20 with regards to safety leadership, hazard management, incident response and early return to work practices.

**The difference between internal and external data is due to appropriate determination deferrals and the payroll data transfer process associated with the end of financial year, which can result in delays to the LTIs being recorded in the LGAWCS data.*

The current Total Recordable Incident Frequency Rate represented in green in Figure 3, extracted from the City of Marion's WHS Management System (SkyTrust), is reported at 21.2 which represents a 50% increase over the previous 12 months.

The Lost Time Injury Duration Rate (LTIDR) represented in blue in Figure 4, from data extracted from the Local Government Association Workers' Compensation Scheme (LGAWCS) Claim Analysis Portal, is recorded at 18.8 which is 78% less than the 85.8 recorded at the same time last year and is also 14% below the industry comparison LTIDR rate of 21.8. The high LTIDR last year is due to a lower number of LTIs (4) with most recording a large number of lost time days however this year there are a higher number of LTIs (7) with three of those only recording between 1 and 3 days lost time therefore reducing the duration rate.

CONCLUSION

The significant reduction in Lost Time Injuries reported during the three years from 2015-16 to 2018-19 has been a commendable achievement and, as the City of Marion continues to commit to place the community and safety at the forefront of everything we do, we will continue to strive to achieve better results for our people.

Attachment

#	Attachment	Type
1	GC230719R - WHS EOFY Performance Report – June 2019	PDF File

APPENDIX 1 – WHS Monthly Performance Report – June 2018-19

The Think Safe Live Well program's vision is **'through our thoughts words and actions, we can all make a difference and reduce harm'**. It specifically focuses on further developing our leadership styles, organisational culture and WHS systems by:

- Developing our people to lead the change across the City of Marion
- Embedding a culture of safety and wellbeing as a part of normal business practice
- Continually improving our WHS Management System (WHSMS) to achieve best practice

POSITIVE PERFORMANCE INDICATORS

Hazard and Near Miss Reports (Internal WHS SkyTrust reporting data)

Historical statistics inform us that when there is a healthy culture of Hazard/Near Miss Reporting, there is a consequential reduction in injuries to Workers. Hazards and Near Misses reported to date for this financial year, outlined in Table 1, can be compared against those reported last financial year which are outlined in Table 2.

Table 1: Hazard and Near Miss Reports - Financial Year 2018-19

Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Total	Ave
17	9	13	12	3	10	6	8	9	1	11	15	114	9.5

Table 2: Hazard and Near Miss Reports - Financial Year 2017-18

Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Total	Ave
21	14	11	9	8	3	5	11	10	16	10	14	132	11

Lost Time Injuries Reported (Internal WHS SkyTrust reporting data)

Lost Time Injuries (LTIs) are those injuries where a whole work day or more has been lost due to a workplace injury. LTIs reported to date for this financial year, outlined in Table 3, can be compared against those reported last financial year which are outlined in Table 4.

Table 3: Number of LTIs per month - Financial Year 2018-19

Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Total
1	0	0	0	0	0	0	1	1	0	3	1	7

Table 4: Number of LTIs per month - Financial Year 2017-18

Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Total
0	1	0	0	1	0	1	0	1	0	0	0	4

Individual LTIs reported for 2018-19 are outlined in Table 5 below :

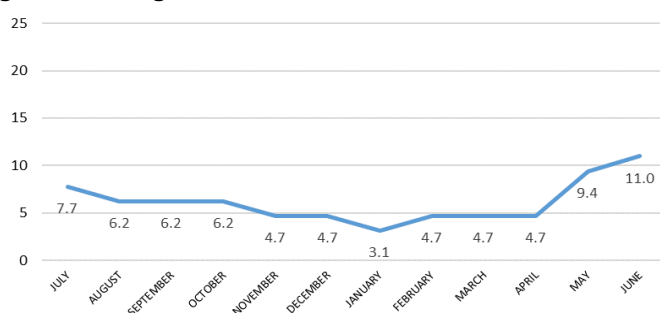
Table 5: Outline of LTIs reported - Financial Year 2018-19

No.	Description of Incident	Mechanism of Injury	Injury Description
1	Trip and fall down internal stair well	Fall on differing level	Bilateral shoulder sprain and left knee sprain injuries.
2	Feeding a bowed branch into chipper which whipped around and hit face	Mechanical – Struck by object	Split upper lip requiring stitches
3	Missed a step on Admin Building stairs and landed awkwardly on right foot	Fall on differing level	Right calcaneal avulsion of Achilles tendon
4	Lifting stuck piece of concrete from excavated footpath	Muscular Stress – Lifting	Severe muscular strain in lower back
5	Spreading mulch in tipper truck	Muscular Stress – Lifting	Strained back
6	Driving star dropper into ground	Muscular Stress – Force	Strained right shoulder
7	Slipped off edge of chair	Fall from a height – Sitting Furniture	Contusion to lower Back

Rolling Lost Time Injury Frequency Rate (Internal WHS SkyTrust reporting data)

Lost Time Injury Frequency Rate (LTIFR), is an industry standard tool for measuring LTI's within a given reporting period which enables comparison to other organisations. Council's Rolling LTIFR, outlined with a solid blue line in Figure 1, extracted from internal WHS Management System (SkyTrust) incident report data, provides analysis of the average LTIFR over the last 12 months.

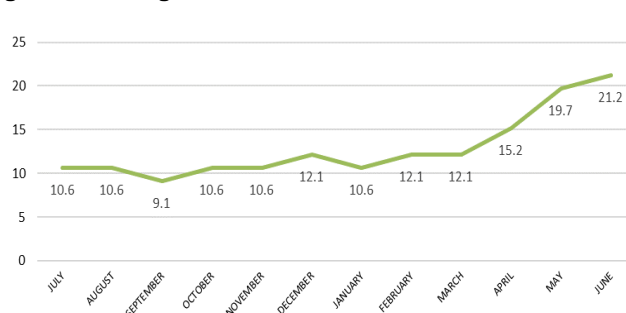
Figure 1: Rolling LTIFR



Total Recordable Incident Frequency Rate (Internal WHS 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), outlined with a solid green line in Figure 3 from internal incident report data, provides analysis of the average TRIFR over the last 12 months.

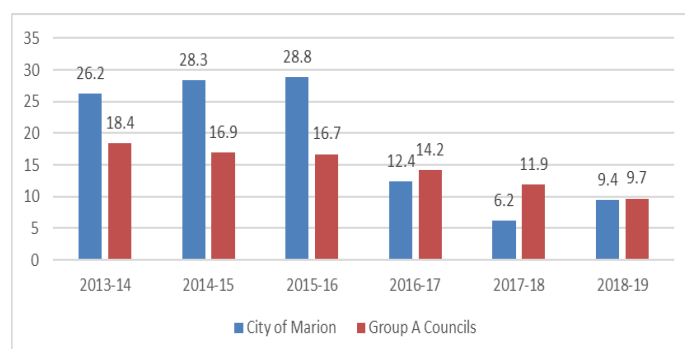
Figure 3: Rolling LTIFR



Lost Time Injury Frequency Rate (LGAWCS Claims Data)

Council's LTIFR outlined in Figure 2, data is sourced from the Local Government Association Workers' Compensation Scheme (LGAWCS) Claim Analysis Portal, once claims have been determined and can be measured and monitored against our local government sector counterparts being the Group A Councils (GAC¹).

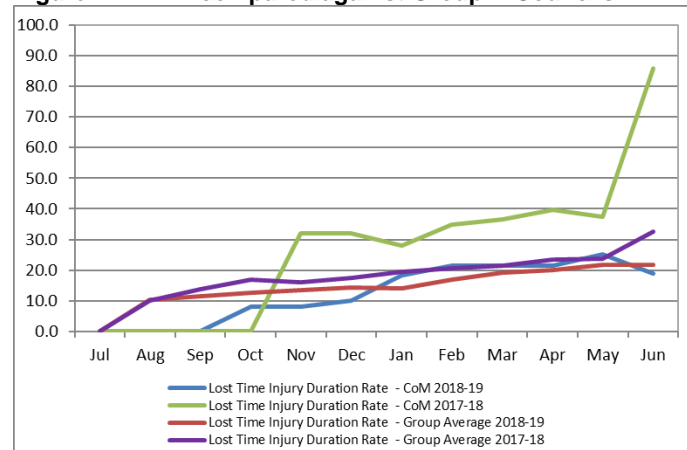
Figure 2: LTIFR compared against Group A Councils



Lost Time Injury Duration Rate (LGAWCS Claims Data)

The Lost Time Injury Duration Rate (LTIDR), is an industry standard tool for measuring the average days lost from LTI's within a reporting period to enable comparison to other organisations. Council's LTIDR is outlined in Figure 4, data is sourced from the Local Government Association Workers' Compensation Scheme (LGAWCS) Claim Analysis Portal, once claims have been determined and can be measured and monitored against our local government sector counterparts being the GAC.

Figure 4: LTIDR compared against Group A Councils



¹ GaC are metropolitan councils with more than 300 staff (Marion, Adelaide, Charles Sturt, Onkaparinga, Playford, Port Adelaide Enfield, Salisbury and Tee Tree Gully).

WORKSHOP / PRESENTATION ITEMS

MOTIONS WITH NOTICE

Public art on utility boxes

Elected Member Councillor Bruce Hull

Report Reference: GC190723M01

Motion:

That:

A report be prepared by staff in relation to the associated practicalities and costs associated with a Council initiative to create public art on the increasing number of obtrusive electrical and telecommunication utility boxes on public land that often are a blank canvas for graffiti.

Supporting Information:



Images supplied by Councillor Hull

Response Received From: Unit Manager Community Cultural Development - Marg Edgecombe

Corporate Manager Manager City Activation - Greg Salmon

General Manager General Manager City Development - Abby Dickson

Staff Comments:

Utility boxes across the City are owned by a number of organisations. Staff have investigated their requirements as follows:

SA Power Networks (SAPN):

Do not allow any artwork on their other than approved stobie poles under strict guidelines. SAPN stated that their transformer boxes are painted and coated with a special, layered system of heat resistant and anti-

graffiti coatings that cannot be interfered with as it would pose a safety breach and risk potential harm to equipment and possibly employees, who would then have to deal with the problem. The only exception they have to this rule is if there is a facility to enclose the transformer with a fencing structure under very strict guidelines.

DPTI Rail: DPTI Rail Care Project are open to partner with Council if the utility boxes are on DPTI land in the Rail Corridor

APA (Gas): still awaiting response

SA Water: still awaiting response

NBN Co: still awaiting response

If the utility box owners are agreeable to have public art on their infrastructure the considerations would be:

- process of gaining permissions and approvals.
- design considerations based on owners safety requirements
- budget - fees for artists concept development and painting.
- artworks would exclude the attachment of commercial advertising material, business name or logo, political material, or any other material likely to offend.
- safety for artists during installation.
- maintenance agreement with owners.

If Council supports this motion, a report will be brought back to General Council Meeting 27 August for discussion outlining an approach to commissioning artworks on utility boxes and transformers.

Rail/Tram Privatisation

Elected Member Councillor Bruce Hull

Report Reference: GC190723M02

Motion:

That:

1. Council writes to the Minister for Transport Hon Stephan Knoll MP and all State MP's within the City of Marion to advise them of the Cities opposition to the proposed privatisation of Tram and Rail services, that the City of Marion strongly urges the SA Government to reconsider this decision.

Supporting Information:

Nil

Response Received From: Communications Adviser - Richard Watson

Corporate Manager Manager Customer Experience - Karen Cocks

General Manager General Manager City Services - Tony Lines

Staff Comments:

If Council supports this motion a letter can be sent to the Minister opposing the privatisation of tram and rail services and advocating for maintaining, and where possible, improving the current level of service for the benefit of all communities.

QUESTIONS WITH NOTICE - Nil

MOTIONS WITHOUT NOTICE - Nil

QUESTIONS WITHOUT NOTICE - Nil

OTHER BUSINESS - Nil

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.