

**MINUTES OF THE INFRASTRUCTURE AND STRATEGY COMMITTEE
HELD AT ADMINISTRATION CENTRE
245 STURT ROAD, STURT
ON TUESDAY 7 FEBRUARY 2017**



PRESENT

Elected Members

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

His Worship the Mayor Kris Hanna (8.02pm – 9.30pm)

Independent Member

Mr Christian Reynolds

In Attendance

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| Ms Abby Dickson | General Manager City Development |
| Mr Tony Lines | General Manager Operations |
| Ms Fiona Harvey | Manager Innovation and Strategy |
| Ms Carol Hampton | Manager City Property |
| Mr Neil McNish | Business Growth and Investment Manager |
| Ms Jaimie Thwaites | Acting Manager Governance |
| Ms Elaine Delgado | Strategic Planner (minute taker) |

1. OPEN MEETING

The meeting commenced at 6.30pm.

2. KAURNA ACKNOWLEDGEMENT

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

3. MEMBERS DECLARATION OF INTEREST

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

No interests were disclosed.

4. CONFIRMATION OF MINUTES

Nil

5. BUSINESS ARISING

Nil

6. PRESENTATION

Nil

7. REPORTS

7.1 Infrastructure and Strategy Committee Terms of Reference and Overview of Skills Report Reference: ISC070217R7.1

The resolution:

1. Note the Terms of Reference identified at Appendix 1 to the report

to be amended to address the following points:

- Membership to comprise of five Elected Members
- An Elected Member to be the presiding member of the Committee
- A quorum for a meeting of the Committee shall be four Elected Members of the Committee
- Amend references to the Local Government Act 1999 in Sections 2 to 5 of the Terms of Reference to 'The Act' as stated in section 1
- Minor reformatting of numbering to accommodate the above

Due to the level of shared knowledge it was agreed that it was unnecessary for Committee Members to provide an overview of skills.

**Moved, Cr Pfeiffer, Seconded, Cr Westwood
Carried unanimously**

Action: Prepare a report for Council to adopt a revised Terms of Reference for the Infrastructure and Strategy Committee that incorporates the identified amendments

7.2 Infrastructure Projects Progress Updates Report Reference: ISC070217R7.2

The following points were raised in discussion:

- Project progress updates should include future milestones
- Effective project management that includes a rigorous approach to risk management is critical for successful outcomes
- Future project progress updates as presented in Appendix 1 with reporting on name; schedule; budget; key milestones; problems/risks identified to include additional information to enhance visibility as follows:

- 'Activated' projects add information on Strategic Plan links; risk register; gantt chart; red/amber/green indicators to mark project progress; emerging opportunities
 - 'Non-activated' projects add information on Strategic Plan links; red/amber/green indicators to mark project progress
- Project progress updates to be provided to Infrastructure and Strategy Committee (the Committee) meetings in 2017 as follows:
 - Comprehensive updates on April, June, August, October
 - Report on changes only to projects that may have risk consequences on March, May, July, September, November
- Glade Crescent Reserve should be considered a major project
- Consideration should be given to balancing project risks with opportunities to maximise community benefit
- It is important the Committee has a future focus and oversees project delivery.
- The focus of the Committee should be the transitioning to a 3-10 year timeframe for infrastructure projects
- Reporting on the Streetscape Project, despite being an 'activated project', will not require inclusion of a risk register or gantt chart due to the less significant scope of projects
- Discussion on Asset Optimisation included the following points:
 - A Community Facilities Strategic Review is being undertaken that will include the analysis of data to inform asset evaluation and the review will be presented for Members to consider at a future meeting.
 - A future-focussed approach to asset management is required over a 3, 5 and 10 year horizon to ensure Council is aware, and can meet, future demands on its assets
 - Communication with the community of council's decision-making processes in relation to asset management is important
 - The collection and analysis of data relating to assets, including a needs analysis, is critical in effective decision-making
 - As a key stakeholder, the Committee needs to have input into the Asset Management service review

Cr Kerry left the meeting at 7.15pm

Cr Kerry returned to the meeting at 7.20pm

Mayor Hanna entered the meeting at 8.02pm

Moved, Mr Reynolds, Seconded, Cr Pfeiffer that the Infrastructure and Strategy Committee:

Amend the resolution to:

1. Note the progress report on key infrastructure projects
2. Infrastructure project progress updates at future Committee meetings to include reporting on a Risk Register and Gantt Chart for activated projects
3. Urgently address issues associated with governance, systems, technology and processes, as they relate to the management of major projects
4. An update be brought to the Committee and Council to provide details in relation to the rectification of the issues in point 3 above
5. Committee members to provide input into the Asset Management service review as a key stakeholder

Carried Unanimously

Actions:

- Amend infrastructure project progress updates as noted
- Add Glade Crescent Reserve as a major project to the project progress

updates

- **Provide a report to the Committee and Council on governance, systems, technology and processes applied that relate to major projects**
- **Organise an opportunity for Committee members to have input into Council's asset service review**

2. WORKSHOP

8.1 Smart Future City infrastructure Report Reference: ISC070217R8.1

- Cr Byram introduced the agenda item and it was agreed the workshop be held as a group discussion
- Ms Dickson provided an overview of key major projects in the City of Marion and invited discussion on infrastructure needs for the City of Marion over the next 5-10 years in the context of 'Smart Cities'
- Ms Harvey introduced some videos to provide an introduction to Smart Cities from the perspectives of city development and infrastructure

The following points relating to a Smart Future City were raised in discussion:

- A definition of a Smart City was proposed as: 'Access and delivery of services and information for the benefit of the community, economy and environment'
- A digital environment is critical to supporting effective data collection and analysis necessary for council decision-making, and service delivery for residential and business communities
- Smart City elements cited were:
 - Effective access and egress
 - Walkable footpaths
 - The importance of Tonsley in its capacity as an economic driver
 - Exploration of Public Private Partnership models
 - IT opportunities, including its role in delivery of Council services
- The definition of the term 'Smart City' is ambiguous
- Rather than focussing on the terminology 'Smart City', Council needs to determine what it wants to deliver to residents and businesses, and the role of technology in delivery. Some examples would be facility bookings, capturing information on repairs required for infrastructure, such as playgrounds
- The community survey conducted by Council that sought feedback on specific assets was a beginning
- Consideration could be given to using a problem-centred approach to identifying quantitative and qualitative data required for the planning and delivery of council projects and services
- Use of technology for community engagement has a key role as both a method for data collection, and as a 'pulse-check', to ensure planning and decision-making supports appropriate infrastructure investment
- Effective data collection and analysis is critical for providing a strong foundation for strategic directions and financial management
- Data is central to identifying and informing solutions to megatrends that can pose challenges to industry, small business, and infrastructure
- Agenda items were identified for future meetings

The following points were raised relating to Council's 10-year Strategic Plan:

- Environmental scan data to be included to provide rationale for goals and strategies
- Strategies need to focus on what can be delivered at a local government level
- Strategies need to be measurable to support accountability

- Actions:**
- **Environmental Scan to be forwarded to Committee members**
 - **Committee members to provide feedback on draft 10-year Strategic Plan to Ms Harvey**
 - **7 March 2017 Committee meeting to include agenda item on current data and tools used for the collation and analysis of data**
 - **Note agenda items for future Committee meetings:**
 - **Feature project (to be selected based on issues that require discussion)**
 - **Identification of data needs and relevant tools**
 - **10-15 year outlook on key infrastructure challenges and investments**
 - **Process for review of 3-year Business Plan 2016-2019**

3. CONFIDENTIAL ITEMS

Nil

4. ANY OTHER BUSINESS

Nil

5. MEETING CLOSURE

The meeting was declared closed at 9.30pm

6. NEXT MEETING

The next meeting of the Infrastructure and Strategy Committee will be held at 6.30pm on Tuesday 7 March 2017 in the Council Chamber, 245 Sturt Road, Sturt.

CONFIRMED

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CHAIRPERSON

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