



**MINUTES OF URBAN SERVICES COMMITTEE MEETING HELD IN LITTLE PARA  
CONFERENCE ROOMS, SALISBURY COMMUNITY HUB,**

**34 CHURCH STREET, SALISBURY ON**

**19 AUGUST 2024**

**MEMBERS PRESENT**

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

**STAFF**

Chief Executive Officer, Mr J Harry  
Deputy Chief Executive Officer, Mr C Mansueto  
General Manager City Infrastructure, Mr J Devine  
General Manager Community Development, Mrs A Pokoney Cramey  
A/ General Manager City Development, Mr Leandro Lopez Digon  
Manager Governance, Mr R Deco  
Governance Support Officer, Ms M Prasad  
Manager Field Services, Mr M Purdie  
Manager Infrastructure Design & Delivery, Mr J Collins  
Manager Urban, Recreation & Natural Assets, Mr J Foong  
Manager Community Experience, Ms C Kroepsch  
Manager People & Performance, Ms K Logan  
Manager Strategic Development Projects, Ms S Klein

The meeting commenced at 6.46pm.

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

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**APOLOGIES**

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

**LEAVE OF ABSENCE**

Nil.

**PRESENTATION OF MINUTES**

Moved Cr B Brug  
Seconded Cr S Reardon

The Minutes of the Urban Services Committee Meeting held on 15 July 2024, be taken as read and confirmed.

**CARRIED**

**REPORTS**

*Administration*

**4.0.1 Recommendations of the Environmental Sustainability and Trees Sub Committee meeting held on Monday 12 August 2024**

Moved Cr A Graham  
Seconded Cr B Brug

That Council:

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

**CARRIED**

**4.0.1-ESATS1 Future Reports for the Environmental Sustainability and Trees Sub Committee**

Moved Cr A Graham  
Seconded Cr B Brug

That Council:

1. Notes the report.

**CARRIED**

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#### **4.0.1-ESATS2 Tree Removal Requests - June 2024**

Moved Cr A Graham  
Seconded Cr B Brug

That Council:

1. Notes the items within this report.

**CARRIED**

#### **4.0.1-ESATS3 Tree Removal Response Letter Templates**

Moved Cr A Graham  
Seconded Cr B Brug

That Council:

1. Approves the content of the City of Salisbury Advisory Note on State Government legislation changes relating to Regulated/Significant trees as presented in Attachment 1 of the report (Item ESAT3 Tree Removal Response Letter Templates – Environmental Sustainability and Tree Sub Committee, 12 August 2024).
2. Approves the Tree Removal Request Template Suite as presented in Attachment 2 of the report (Item ESAT3 Tree Removal Response Letter Templates – Environmental Sustainability and Tree Sub Committee, 12 August 2024).

**CARRIED**

#### **4.0.1-ESATS4 Impacts of Amendments to the Planning, Development and Infrastructure Regulations regarding Regulated and Significant Trees**

Moved Cr A Graham  
Seconded Cr B Brug

That Council:

1. Notes that educational materials on the changes in State Government legislation relating to regulated and significant trees will be included in responses to community requests as well as being available via the City of Salisbury website and social media posts.
2. Notes that a further report will be presented to the Environmental Sustainability and Trees Sub Committee in January 2025 that will consider the financial and resource implications of the revised regulations.

3. Notes that the Mayor will be writing to the Minister for Planning regarding Council's request to seek previously identified tree species, being Eucalyptus sideroxylon, intertexta, camaldulensis and leucoxylon, to be exempt from the legislation.

**CARRIED**

**4.0.2 Recommendations of the Asset Management Sub Committee meeting held on Monday 12 August 2024**

Moved Cr C Buchanan  
Seconded Cr M Mazzeo

That Council:

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

**CARRIED**

**4.0.2-AMSC1 Future Reports for the Asset Management Sub Committee**

Moved Cr C Buchanan  
Seconded Cr M Mazzeo

That Council:

1. Notes the report.

**CARRIED**

**4.0.2-AMSC2 Improved Amenities for Carlyle Reserve Pooraka**

Moved Cr C Buchanan  
Seconded Cr M Mazzeo

That Council:

1. Notes the report.
2. Approves a budget bid of \$85,000 for playspace improvements at Carlyle Reserve be considered as part of the 2025/26 budget deliberation process.

**CARRIED**

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**4.0.3 Future Reports for the Urban Services Committee**

Moved Cr B Brug  
Seconded Cr S Reardon

That Council:

1. Notes the report.

**CARRIED**

*For Decision*

**4.1.1 Capital Works - July 2024**

Moved Cr C Buchanan  
Seconded Cr B Brug

That Council:

1. Approves the inclusion of lighting modification works at Beovich Road & Wright Road, Ingle Farm, within the 2024/25 PR21478 Public Lighting Program, at a value of approximately \$12,000, with no impact to the program budget.
2. Approves the 2024/25 PR13725 Major Traffic Improvement program reprioritisation due to the City Centre major redevelopment, with the deferral of two City Centre roundabouts being replaced with the creation of new left slip lane at Lakeview Drive, Parafield Gardens, with no impact to the budget.
3. Approves a 2024/25 Non-discretionary First Quarter Budget Review Bid to the value of \$60,000 in order to renew a section of Sir Douglas Mawson Lake where a failure has occurred.
4. Approves the renewal of the air conditioner at the soccer sporting clubrooms, Adams Oval, Salisbury North, within the 2024/25 PR18097 SAMP: Building Service Continuity Program, with no impact to the air conditioning renewal program budget.
5. Request a future report to be presented by December 2024 outlining the overall structural integrity and potential maintenance works required at Sir Douglas Mawson Lakes, as part of the Asset Management Plan for ornamental lakes within City of Salisbury.

**CARRIED**

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

Moved Cr C Buchanan  
Seconded Cr B Brug

*Cr A Graham declared a Material Conflict of Interest for reason of being on the board of the club mentioned within the report. Cr A Graham left the meeting at 6:59 pm.*

That Council:

1. Notes the project update provided and that project completion is to be no later than February 2025.

**CARRIED**

*Cr A Graham returned to the meeting at 7:10 pm.*

#### 4.1.3 Car Parking Options - Salisbury Recreation Precinct

Moved Cr C Buchanan  
Seconded Cr A Graham

That Council:

1. Notes the report and additional carparking options presented.
2. Approves Option 4 as outlined in paragraph 3.17 of the report (Item 4.1.3 – Car Parking Options – Salisbury Recreation Precinct, Urban Services Committee, 19 August 2024) as the preferred choice to complement the Salisbury Recreation Precinct, providing links to the City Centre Renewal and Thrive strategies.
3. Requests Administration to bring back a further information report in relation to options to increase the number of carparks across the precinct.
4. Approves a non-discretionary 1<sup>st</sup> quarter budget bid of \$1.3m to enable the delivery of Option 4 as outlined in paragraph 3.17 of the report (Item 4.1.3 – Car Parking Options – Salisbury Recreation Precinct, Urban Services Committee, 19 August 2024).

**CARRIED**

#### 4.1.4 Free Organic Waste Drop Off Scheme

Moved Cr C Buchanan  
Seconded Cr B Brug

That Council:

1. Notes the report.
2. Requests Administration to bring back a further information report by November 2024 with costings based on a model that allows City of Salisbury residents to dispose a trailer of green waste once a year.

3. Notes that Administration are undertaking a waste audit in the 2024/2025 Financial Year (FY) to better understand waste generation and consider opportunities for more reuse of materials in the City. This audit forms an important component of work to develop a waste management strategy for Council's operations and the City.

**CARRIED**

**4.1.5 NAWMA Charter Review**

Moved Cr C Buchanan  
Seconded Cr A Graham

*On the basis of being a Board member of NAWMA, Cr C Buchanan, invoked the conflict of interest exemption under Regulation 8AAA(1)(h) of the Local Government (General) Regulations 2013. Cr C Buchanan will remain in the meeting and vote on the item.*

That Council:

1. Approves the amended NAWMA Charter as presented provided as Attachment 1, Item 4.1.5, NAWMA Charter Review, 19 August 2024 at the Urban Services Committee with a further update to be presented at the August 2024 Council Meeting.

**CARRIED**

**4.1.6 Proposed Revocation of Community Land Classification - Rundle Reserve**

Moved Cr C Buchanan  
Seconded Cr M Mazzeo

That Council:

1. Defers this item to be considered in Confidence.

**CARRIED**

*The Chairman called for a 5 minutes break. The meeting was adjourned at 7.47pm.  
The meeting resumed at 8.02pm.*

**QUESTIONS ON NOTICE**

There were no Questions on Notice.

**MOTIONS ON NOTICE**

There were no Motions on Notice.

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## OTHER BUSINESS

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

### US-OB1 FFSA Requirements Pontian Eagles

Moved Cr C Buchanan  
Seconded Cr A Graham

*Cr A Graham declared a Material Conflict of Interest on the basis of his understanding the motion is in relation to the Sporting Club he is a Board member of.*

*Cr A Graham left the meeting at 8:05 pm. Cr A Graham returned to the meeting at 8:15 pm.*

*The Mover clarified the intent of the motion, Cr A Graham withdrew the Conflict of Interest declaration as it did not relate to this Club.*

#### That Council:

1. Notes the Pontian Eagles Club have been promoted to State League 1 and is required to meet a level of service directed by the FFSA (Football Federation of South Australia).
2. Approves to provide field fencing, players race and ground signage to meet mandatory FFSA (Football Federation of South Australia) requirements at Yalumba Reserve.
3. Request Administration to bring a report to Council on the costs to meet part 2 of this resolution on the mandatory FFSA requirements at Yalumba Reserve allowing the Pontian Eagles to play State League 1 in the 2025 season, noting that the cost is to be considered as a non-discretionary bid.
4. Invites the Pontian Eagles Club to apply for a Minor Capital Works Grant and Community Grant to meet mandatory FFSA requirements for a score board and media platform.

**CARRIED**



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## ORDERS TO EXCLUDE THE PUBLIC

### 4.1.6 Proposed Revocation of Community Land Classification - Rundle Reserve

Moved Cr S Reardon  
Seconded Cr M Mazzeo

*That the Urban Services Committee Orders:*

1. *Pursuant to Section 90(2) and (3)(b)(i) of the Local Government Act 1999, that it is necessary and appropriate to exclude the public for the consideration of Agenda Item 4.1.6 Proposed Revocation of Community Land Classification – Rundle Reserve with the exception of the following persons:*
  - *Chief Executive Officer*
  - *Deputy Chief Executive Officer*
  - *General Manager City Infrastructure*
  - *General Manager Community Development*
  - *A/General Manager City Development*
  - *Manager Governance*
  - *Governance Support Officer*
  - *Manager Field Services*
  - *Manager Infrastructure Design & Delivery*
  - *Manager Urban, Recreation & Natural Assets*
  - *Manager Community Experience*
  - *Manager People & Performance*
  - *Manager Strategic Development Projects*

*On the basis:*

- *it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and*
- *information the disclosure of which would, on balance, be contrary to the public interest.*

2. *In weighing up the factors related to disclosure,*
  - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
  - *non-disclosure of the matter and discussion of this item in confidence would protect confidential information and Council's commercial position.*

*On that basis the public's interest is best served by not disclosing the **Proposed Revocation of Community Land Classification - Rundle Reserve** item and discussion at this point in time.*

**CARRIED**

#### 4.4.1 Tenancy Matter - Mawson Lakes

Moved Cr S Reardon  
Seconded Cr M Mazzeo

*That the Urban Services Committee Orders:*

1. *Pursuant to Section 90(2) and (3)(d)(i) and (d)(ii) of the Local Government Act 1999, that it is necessary and appropriate to exclude the public for the consideration of Agenda Item 4.4.1 Tenancy Matter – Mawson Lakes with the exception of the following persons:*

- *Chief Executive Officer*
- *Deputy Chief Executive Officer*
- *General Manager City Infrastructure*
- *General Manager Community Development*
- *A/General Manager City Development*
- *Manager Governance*
- *Governance Support Officer*
- *Manager Field Services*
- *Manager Infrastructure Design & Delivery*
- *Manager Urban, Recreation & Natural Assets*
- *Manager Community Experience*
- *Manager People & Performance*
- *Manager Strategic Development Projects*

*On the basis:*

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

*On that basis the public's interest is best served by not disclosing the **Tenancy Matter - Mawson Lakes** item and discussion at this point in time.*

**CARRIED**

**4.4.2 Tenancy Matter - Salisbury Park**

Moved Cr S Reardon  
 Seconded Cr M Mazzeo

*That the Urban Services Committee Orders:*

1. *Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) of the Local Government Act 1999, that it is necessary and appropriate to exclude the public for the consideration of Agenda Item 4.4.2 Tenancy Matter – Salisbury Park with the exception of the following persons:*

- *Chief Executive Officer*
- *Deputy Chief Executive Officer*
- *General Manager City Infrastructure*
- *General Manager Community Development*
- *A/General Manager City Development*
- *Manager Governance*
- *Governance Support Officer*
- *Manager Field Services*
- *Manager Infrastructure Design & Delivery*
- *Manager Urban, Recreation & Natural Assets*
- *Manager Community Experience*
- *Manager People & Performance*
- *Manager Strategic Development Projects*
- *Chief Executive Officer*
- *Deputy Chief Executive Officer*
- *General Manager City Infrastructure*
- *General Manager Community Development*
- *General Manager City Development*
- *Manager Governance*

*On the basis:*

- *it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and*
- *information the disclosure of which would, on balance, be contrary to the public interest.*

2. *In weighing up the factors related to disclosure,*

- *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
- *non-disclosure of the matter and discussion of this item in confidence would protect confidential information relating to Council's commercial position.*

*On that basis the public's interest is best served by not disclosing the **Tenancy Matter - Salisbury Park** item and discussion at this point in time.*

**CARRIED**

#### 4.4.3 Street Tree Inspection and Pruning Program 2024/25

Moved Cr S Reardon  
Seconded Cr M Mazzeo

*That the Urban Services Committee Orders:*

1. *Pursuant to Section 90(2) and (3)(d)(i) and (d)(ii) of the Local Government Act 1999, that it is necessary and appropriate to exclude the public for the consideration of Agenda Item 4.4.3 Street Inspection and Pruning Program 2024/25 with the exception of the following persons:*
  - *Chief Executive Officer*
  - *Deputy Chief Executive Officer*
  - *General Manager City Infrastructure*
  - *General Manager Community Development*
  - *A/General Manager City Development*
  - *Manager Governance*
  - *Governance Support Officer*
  - *Manager Field Services*
  - *Manager Infrastructure Design & Delivery*
  - *Manager Urban, Recreation & Natural Assets*
  - *Manager Community Experience*
  - *Manager People & Performance*
  - *Manager Strategic Development Projects*

*On the basis:*

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

*On that basis the public's interest is best served by not disclosing the **Street Tree Inspection and Pruning Program 2024/25** item and discussion at this point in time.*

**CARRIED**

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The meeting moved into confidence at 8.26pm.

The meeting moved out of confidence and closed at 8.41pm.

CHAIRMAN.....

DATE.....