



AGENDA

**FOR URBAN SERVICES COMMITTEE MEETING TO BE HELD ON
16 SEPTEMBER 2024 AT THE CONCLUSION OF THE FINANCE AND
CORPORATE SERVICES COMMITTEE**

**IN LITTLE PARA CONFERENCE ROOMS, SALISBURY COMMUNITY HUB,
34 CHURCH STREET, SALISBURY**

MEMBERS

Cr S Ouk (Chairman)
Mayor G Aldridge (ex officio)
Cr B Brug
Deputy Mayor, Cr C Buchanan (Deputy Chairman)
Cr A Graham
Cr M Mazzeo
Cr S Reardon

REQUIRED STAFF

Chief Executive Officer, Mr J Harry
Deputy Chief Executive Officer, Mr C Mansueto
A/ General Manager City Infrastructure, Mr C Haskas
General Manager Community Development, Mrs A Pokoney Cramey
A/ General Manager City Development, Ms S Klein
Manager Governance, Mr R Deco
Governance Support Officer, Ms M Prasad

APOLOGIES

LEAVE OF ABSENCE

PRESENTATION OF MINUTES

Presentation of the Minutes of the Urban Services Committee Meeting held on 19 August 2024.

REPORTS

Administration

4.0.1 Future Reports for the Urban Services Committee 19

For Decision

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For Information

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QUESTIONS ON NOTICE

There are no Questions on Notice.

MOTIONS ON NOTICE

There are no Motions on Notice.

OTHER BUSINESS

(Questions Without Notice, Motions Without Notice, CEO Updates)

ORDERS TO EXCLUDE THE PUBLIC

4.4.1 New Lease Agreement for existing Genus Services Lease - Research Road, Pooraka

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if the Committee so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:

1. *Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*

- *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 **New Lease Agreement for existing Genus Services Lease - Research Road, Pooraka** item and discussion at this point in time.*

3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Committee orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

Confidential Item 4.4.1

4.4.2 Upgrade of Salisbury Downs Oval Clubroom Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if the Committee so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:

1. Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:
 - 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 information relating to Council's commercial position.

On that basis the public's interest is best served by not disclosing the **Upgrade of Salisbury Downs Oval Clubroom** item and discussion at this point in time.
3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Committee orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.

CLOSE



**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.

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

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

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 1st 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.

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

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

The meeting moved into confidence at 8.26pm.

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

CHAIRMAN.....

DATE.....

ITEM	4.0.1
	URBAN SERVICES COMMITTEE
DATE	16 September 2024
HEADING	Future Reports for the Urban Services Committee
AUTHOR	Corina Allen, City Infrastructure Administration Coordinator, City Infrastructure
CITY PLAN LINKS	4.2 We deliver quality outcomes that meet the needs of our community
SUMMARY	This item details reports to be presented to the Urban Services Committee as a result of a previous Council resolution. If reports have been deferred to a subsequent month, this will be indicated, along with a reason for the deferral.

RECOMMENDATIONThat Council:

1. Notes the report.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 Historically, a list of resolutions requiring a future report to Council has been presented to each committee for noting.

2. EXTERNAL CONSULTATION / COMMUNICATION

- 2.1 Nil.

3. DISCUSSION

The table below outlines the reports to be presented to the Urban Services Committee as a result of a Council resolution:

Meeting - Item	Heading and Resolution	Officer
25/05/2020	Update on the Proposed Dry Creek Project	Bruce Naumann
6.0.3-IBDSC2	2. A Dry Creek project business case be presented to Council, following successful completion of the Dry Creek Stormwater Management Plan (SMP) and a community/ stakeholder engagement process.	
Due:	June 2025	

Meeting - Item	Heading and Resolution	Officer
24/05/2021 4.1.2	Clayson Road and Frost Road Speed Limit Increase 3. Council consider speed limits across the road network, particularly with respect to arterial and sub-arterial roads as part of a review of the Integrated Transport Plan to be undertaken by the end of 2023.	John Devine
Due:	June 2025	
27/02/2023 MWON2	Ingle Farm Soccer Club 2. That staff provide a report to the Urban Services Committee no later than April 2023.	Jon Foong
Due:	September 2024	
Deferred:	December 2024	
Reason:	Administration have been communicating with the Minister's Office who are facilitate a meeting between the Minister's Office, Council and Ingle Farm Primary School representatives.	
22/5/23 US-OB2	Bridgestone Park Licence Review Working Group 2. Requests that the Working Group reviews all aspects of the licence agreement and provides a recommendation to the Urban Services Committee, by no later than September 2023, on proposed amendments to the licence agreement. 3. Requests that the Working Group reviews the management model of the canteen.	Craig Groke
Due:	September 2024 This resolution will be addressed via a report to the September 2024 Community Wellbeing and Sports Committee titled 'Management of Bridgestone Athletic Centre'.	
28/08/2023 4.1.7	Street Tree Inspections and Pruning Program 2023/24 2. Requests the Administration to undertake a review of the service level and service methodology of tree services and pruning services and provide a further report by March 2024; this report to include costs and options of an annual, bi-annual and five yearly program.	Mark Purdie
Due:	October 2024	

Meeting - Item	Heading and Resolution	Officer
25/09/2023	Proposed Road Closure - Portion of Glenarborn Court, Para Hills	Emma Robinson
4.1.4	3. Notes that a further report be presented to Council after the statutory notice period has elapsed for consideration of any objections received and whether to proceed with a Road Process Order under Section 15 of the Roads (Opening and Closing) Act 1991.	
Due:	November 2024	
26/2/24	Department for Energy and Mining Request for Information - Community Battery Sites	Lara Daddow
4.4.1	Council previously resolved that this matter be kept in confidence.	
Due:	November 2024	
26/2/24 MON1	Facility Upgrade Cockburn Green Soccer Facility	Jon Foong
	1. Requests Administration to engage with the following Clubs: Cockburn Green Soccer Facility Brahma Lodge; and Licensed Club Darts, 36 Goddard Dr, Salisbury Park; and relevant Ward Councillors to understand their respective infrastructure requirements; and	
	2. Requests that Administration presents a report to the June 2024 Urban Services Committee on the cost estimates to deliver the desired improvements, as well as information relating to the current condition, maintenance schedule, recently completed works and any planned future upgrades to the facilities.	
Due:	September 2024	
Deferred:	November 2024	
Reason:	Administration is organising further consultation with Club representatives and Ward Councillors in relation to the needs of the Club and will report back in November 2024.	
25/3/24	Mawson Lakes Yacht Club – Terrace Area Access	Craig Johansen
4.1.1	2. a. investigate a viable location (within the vicinity of the Mawson Lakes Model Yacht Club), costing and design options for the installation of a viewing area and public toilet facility on Sir Douglas Mawson Lake for use of the Mawson Lakes Model Yacht Club and other users of the facility and the general public.	

Meeting - Item	Heading and Resolution	Officer
	<p>b. liaise with the State Member for Florey to determine potential grant funding opportunities for the delivery of the works; and report back to the Urban Services Committee by June 2024.</p> <p>Due: September 2024</p> <p>Deferred: October 2024</p> <p>Reason: Following advice from Renewal SA confirming they would not permit a viewing platform to be installed on their land adjacent to Innovation House, Administration are now investigating alternative options and will report back in October 2024.</p>	
<p>25/3/24 MON2</p>	<p>BMX Upgrade Parafield Gardens</p> <p>1. Requests the Administration to present a report to the Urban Services Committee in August 2024 with options and associated costs on the upgrade of the BMX track at Parafield Gardens.</p> <p>Due: September 2024</p> <p>Deferred: November 2024</p> <p>Reason: Administration is investigating how upgrades to the BMX track would integrate with the whole site, including the recreation centre as well as any potential impact on the Kings Road site, and will report back in November 2024.</p>	Rob Hutchison
<p>22/4/24 4.1.4</p>	<p>Drink Container Deposit Refund Scheme</p> <p>1. Approves a 6-month trial of Direct Collect at Bagster Community Centre, with available funds from the collected container deposits going to Puddle Jumpers, as a partnered charity/community group with an existing connection to the site. A report on the trial is to be provided to the Urban Services Committee at the end of the six months trial to include potentially extending the service to other community centres and other appropriate sites.</p> <p>Due: November 2024</p>	Beth MacGillivray
<p>22/4/24 CNL-MON1</p>	<p>Para Hills Oval Facilities</p> <p>1. Requests the Administration to present a report with a concept design and costing estimates on a joint club room and change room facility at Para Hills Oval (off Nelson/Murell Road), including opportunities for applicable state/federal grant funding opportunities.</p> <p>Due: November 2024</p>	Rob Hutchison

Meeting - Item	Heading and Resolution	Officer
27/5/2024	Road Safety Project Plan	Chris Haskas
4.1.2	1. Approves pole mounted Speed Indication Units across selected school zones, and the listed sites in section 3.12 of this report (Item 4.1.2, Road Safety Project Plan, Urban Services Committee, 20 May 2024), over a two (2) year period, with a progress report on the outcome of the trials presented to Council after six (6) months.	
Due:	November 2024	
27/5/2024	Pooraka Sports and Community Club, Lindblom Park, Pooraka	Kate George
US-MWON2	4. Requests that Administration prepare a report for Council to provide information on the provision of a loan or grant up to the amount of \$300K to the Club and any implications that need to be considered by Council. As part of the report, the administration undertake discussions with the Club to understand the required works the Club proposes to undertake to its clubrooms – noting that the Clubrooms are owned by the Pooraka Sport and Community Club.	
Due:	December 2024	
27/5/2024	Pooraka Sports and Community Club, Lindblom Park, Pooraka	Jon Foong
US-MWON2	5. Requests the Administration to bring back a further report on options to support soccer at Lindblom Park Reserve including consideration of new clubroom facilities or changeroom facilities using the remainder of the budget with the Football Federation and State and Federal Government funding opportunities.	
Due:	December 2024	
27/5/2024	Road Closure Portion of Port Wakefield Road, Globe Derby Park	Tim Starr
MWON2	5. Notes that in the event objections are made on the road closure, a further report will be presented to Council following the public consultation period for consideration of any objections.	
Due:	November 2024	
27/5/2024	Reduction of Speed limit on Shepherdson Road	Tony Calandro
MWON2	1. Bring back a report to Urban Services Committee by September 24 regarding the Reduction of speed limit from 50km/h to 40km/h on Shepherdson Road, Parafield Gardens, for the section Salisbury Highway to Martins Road	
Due:	September 2024	

Meeting - Item	Heading and Resolution	Officer
Deferred:	November 2024	
Reason:	Administration is currently seeking further advice from the Department of Infrastructure and Transport regarding speed limit regulations and their implementation along Shepherdson Road, Parafield Gardens.	
24/6/24 4.4.3	St Kilda Tackle and Tucker Council have previously resolved for this matter to be kept in confidence	Emma Robinson
Due:	October 2024	
26/08/24 4.1.4	Free Organic Waste Drop Off Scheme 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.	Beth MacGillivray
Due:	November 2024	
Deferred:	December 2024	
Reason:	Administration are preparing for discussions with a potential service provider in early November and will report back in December 2024.	
26/08/24 4.1.1	Sir Douglas Mawson Lake – Lake Infrastructure (Resulting from Item 4.1.1 - Capital Works – July 2024 report) 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.	Chris Haskas
Due:	December 2024	

Meeting - Item	Heading and Resolution	Officer
26/08/2024	Proposed Revocation of Community Land Classification – Rundle Reserve	Tim Starr
4.1.6	Council have previously resolved for this matter to be kept in confidence	
Due:	January 2025	

4. CONCLUSION

- 4.1 Future reports for the Urban Services Committee have been reviewed and are presented to Council for noting.

ITEM	4.1.1
	URBAN SERVICES COMMITTEE
DATE	16 September 2024
HEADING	Re-use and Recycle Hubs in our Community Centres
AUTHORS	Tamika Cook, Senior Natural Assets Officer, City Infrastructure Elizabeth MacGillivray, Team Leader Natural Spaces and Environmental Management, City Infrastructure
CITY PLAN LINKS	2.2 We make the most of our resources including water, waste and energy 4.2 We deliver quality outcomes that meet the needs of our community
SUMMARY	In response to the Council resolution on 24 June 2024, Administration has discussed with NAWMA a potential partnership model in establishing a recycling hub. NAWMA's advice was that they currently would not consider managing this type of recycling initiative. Alternative options have been investigated and are now presented to Council for consideration. Should a trial of establishing a recycling hub proceed, consideration needs to be given to the items that can be recycled and securing specialist third party contractors to manage the recycling hub.

RECOMMENDATION

That Council:

1. Approves the 6-month trial of establishing one recycling hub at Mawson Lakes Library, commencing in November 2024, to coincide with the National Recycling Week.
2. Notes that Administration will present a report to the Urban Services Committee in August 2025 with the findings of the 6-month recycle hub trial at Mawson Lakes Library.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 At its meeting held in December 2023, it was resolved that Council:
 1. *Notes that the City of Adelaide have installed Re-use and Recycle Hubs in their Community Centres.*
 2. *Notes that due to their success, they are expanding the program.*
 3. *Requests that Administration prepare a report in next six months for Urban Services Committee's consideration in relation to replicating this program or similar at City of Salisbury.*

- 1.2 A report was prepared by Administration and considered at the June meeting of Council.
- 1.3 At its meeting held on 24 June 2024, it was resolved that Council:
 - “2. *Requests a further report after discussions with NAWMA on a potential model partnership with City of Salisbury in relation to developing a recycling Hub.*”

2. EXTERNAL CONSULTATION / COMMUNICATION

- 2.1 NAWMA
- 2.2 Source Separation Systems
- 2.3 University of South Australia

3. DISCUSSION

Northern Adelaide Waste Management Authority (NAWMA)

- 3.1 Administration met with NAWMA staff to discuss a potential partnership model in relation to establishing a recycling hub.
 - 3.1.1 NAWMA stated they can contribute \$5,000 towards a recycling hub, however they do not have the capacity to assist with servicing the recycling hub by removing materials and transporting them to the Resource Recovery Centres.
 - 3.1.2 NAWMA are able to accept some potential recycle hub items at their Resource Recovery Centres for recycling such as batteries, x-rays, E-waste, etc.
 - 3.1.3 NAWMA have indicated that they do not have the capacity to service a recycle hub(s) due to resourcing. NAWMA provides services to three constituent councils and their Education and Community Projects Team is currently engaged with community education projects and community outreach programs as set out in their Annual Plan. NAWMA currently has one 0.6 FTE staff member in the Education and Community Projects Team.

Council Staff/Contractor

- 3.2 Field Services and Community Development were also consulted to discuss options and available resources for managing a recycling hub(s).
- 3.3 There are no Council staff resources available to regularly empty any recycling hubs, sort materials and transport the items to where they can be recycled, however this site will be monitored by Council staff on an ongoing basis
- 3.4 A contractor engaged by Council to empty bins within Mawson Lakes area indicated that they would be willing to collect items from a recycling hub located within the area and transport materials to the Pooraka Resource Recovery Centre. However, this additional service will cost Council. The contractor management will be undertaken by the Natural Spaces and Environmental Management Team.

Third Party Recycling Services

- 3.5 A number of items can be serviced by third parties. The following are some examples that have third party service providers:
- 3.5.1 Blister Packs - To be recycled through TerraCycle. On-going costs associated with TerraCycle are estimated at \$300 each time the waste box is at capacity and requires replacing. This cost is for the collection and postage of a medium sized blister pack recycling box which has the capacity for approximately 4,335 blister packs
 - 3.5.2 Eye Glasses - To be recycled through Opticycle. This will have an on-going cost associated of \$200 each time the waste box is at capacity and requires replacing. This cost is for the collection and postage of a 40 litre eyeglasses recycling box which has capacity for approximately 350 pairs of glasses.
 - 3.5.3 Mobile Phones - To be donated to a northern organisation that recycles phones for charitable purposes.
 - 3.5.4 Small E - Waste - To be taken to Edinburgh North or Pooraka Resource Recovery Centres.
 - 3.5.5 X-Rays - To be taken to Edinburgh North or Pooraka Resource Recovery Centres.
- 3.6 The third-party service provider is the preferred model for the following reasons:
- 3.6.1 It utilises established recycling market service providers with existing infrastructure, which means it provides more assurance that there is business continuity.
 - 3.6.2 As a consequence of the above the cost to Council would be less than Council creating a new service line resourced internally.
 - 3.6.3 The service providers have skills and experience required to provide the services.
 - 3.6.4 It requires the least amount of intervention by Administration and could be incorporated into existing work programs without the need for additional resourcing.

Items to be included in Recycling Hub

- 3.7 Consideration needs to be given to the items that would be included in the recycle hub such as:
- 3.7.1 Items that can be taken to NAWMA's Resource Recovery Centres or directly through third party providers.
 - 3.7.2 Items that have a demand. Administration have considered to prioritise high demand recyclable materials into the recycle hub. Demand information was provided by recycling service providers. This will ensure that the services are well utilised and resources deployed effectively.

- 3.7.3 Ensuring that Council are not duplicating a service already offered in the immediate area by existing service providers. An example of this is batteries which can be recycled at any Woolworths, Drakes, Coles, Big W, Foodland and IGA.
- 3.7.4 Assessing risk of particular items such as batteries which have a risk of electrical fires, fluorescent tubes and light globes which can break and can cause injury.
- 3.7.5 Recyclability of items and if there is a clear path for recycling to ensure transparency to assure community members that materials are being responsibly recycled.
- 3.7.6 On-going costs, for example, blister packs have additional fees for using TerraCycle to recycle the item.
- 3.8 Based on the above considerations, the items that Administration would incorporate into the recycle hub, if Council approves a trial, are as follows:
 - 3.8.1 Blister packs
 - 3.8.2 Eye glasses
 - 3.8.3 Mobile phones
 - 3.8.4 Small E-waste
 - 3.8.5 X-Rays
- 3.9 Please refer below to an image of a medium sized recycle hub from Source Separation Systems. Please note there will be text and imagery on the recycle hub to indicate the materials the hub accepts.



Image 1. Example of a recycle hub that will be used at the Mawson Lakes Library.

- 3.10 In consultation with the Community Capacity and Learning Team, if Council wish to proceed, the Administration recommends that a 6-month trial be undertaken to establish one medium sized (5 waste stream/compartments) recycle hub at Mawson Lakes Library.
- 3.10.1 This location was identified as suitable for the establishment of a recycle hub due to the space available at the site and anticipated community support.
- 3.10.2 Visibility of the hub due the number of people passing the location.
- 3.10.3 National Recycling Week is held from 11 to 17 November 2024 and it would be fitting to have a recycling hub launch to coincide with these dates.
- 3.10.4 The Community Capacity and Learning Team have consulted with the University of South Australia (Mawson Lakes Campus) regarding the establishment of a recycle hub at the Mawson Centre (as the University is a joint owner) and they are supportive of this and are able to promote through their University networks on campus.
- 3.11 The Council resolution from the meeting on 24 June 2024 requested the Administration to update the City of Salisbury website of current recycling options in the Council area and to ask NAWMA to consider improvements on education, community and business outreach on recycling options.
- 3.11.1 The City of Salisbury website has since been updated with information of where community members can take their items for recycling [Recycling • City of Salisbury](#)
- 3.11.2 As mentioned in 3.1.3, NAWMA currently has one 0.6 FTE staff member in the Education and Community Projects Team. NAWMA will look at updating their website with local recycling/retail outlets, however this will be across the NAWMA region and not just the City of Salisbury.
- 3.12 The assessment of the trial will consider the following points:
- 3.12.1 The on-going management requirements for the recycling hub;
- 3.12.2 Quantities of each material received indicating community uptake;
- 3.12.3 Suitability of materials selected for collection in the hub;
- 3.12.4 Issues raised by staff on-site (for example, attempted theft of mobile phones or contamination of material streams; vandalism, etc);
- 3.12.5 Community feedback and usability of the recycling hub;
- 3.12.6 Success (or otherwise) of providing the service without active monitoring.
- 3.13 NAWMA is unable to assist with collection of items or management of recycling hubs. Council and/or third parties will need to provide the services to connect items to the recycling providers.

4. FINANCIAL OVERVIEW

- 4.1 The Administration sought quotes from Source Separation Systems who supply pre-made recycling hubs. The cost of a medium sized (5 waste streams/compartments) recycling hub is \$5,700 (including freight and GST).
- 4.2 Taking into consideration NAWMA will contribute \$5,000, the immediate cost to Council will be approximately \$700 for purchasing the recycling hub.
- 4.3 The cost associated with the 6-month trial is as follows:
 - 4.3.1 Assuming two blister pack boxes are filled for the duration of the trial, approximately \$1,200 is anticipated to be required to send them to the recycling centre located interstate for the 6-month trial.
 - 4.3.2 Assuming two eyeglasses boxes are filled for the duration of the trial, approximately \$800 is anticipated to be required to send them to the recycling centre located interstate for the 6-month trial.
- 4.4 The total net cost of the trial is anticipated to be \$2,700, which takes into account NAWMA's contribution to purchase the recycle hub. This cost will be covered by existing waste management budgets.

5. CONCLUSION

- 5.1 NAWMA can make a financial contribution to establishing a recycling hub but are not able to resource it or manage it on an ongoing basis.
- 5.2 Council staff do not have the resources to actively manage the recycling hubs.
- 5.3 Council contractors are able to undertake limited transport of specific, select items to the Resource Recovery Centres.
- 5.4 Third party providers can be engaged to take specific items, which have an associated cost.
- 5.5 A 6-month trial of one recycling hub located at Mawson Lakes Library is recommended in order to gather data and feedback to determine the effectiveness of the initiative.
- 5.6 A Waste Management Strategy is proposed for development in the 2024/25 financial year which will guide the direction of waste management within the City and will allow for waste auditing and community consultation to understand the needs of the community in relation to recycling practices.
- 5.7 Administration will bring a report back to Council which will contain the findings of the 6-month trial.

ITEM	4.1.2		
	URBAN SERVICES COMMITTEE		
DATE	16 September 2024		
PREV REFS	Urban Services Committee	4.4.2FI	17/06/2024
HEADING	Capital Works Program - August 2024		
AUTHOR	Christy Martin, Team Leader Project Support, City Infrastructure		
CITY PLAN LINKS	<ul style="list-style-type: none"> 1.1 Our City is attractive and well maintained 3.3 Our infrastructure supports investment and business activity 4.4 We plan effectively to address community needs and identify new opportunities 		
SUMMARY	The following monthly status report and request for amendments are presented to effectively and efficiently manage the City Infrastructure Capital Works Program.		

RECOMMENDATIONThat Council:

1. Approves the program amendments for PR22852 SAMP: Bus Shelter and Bus Stop Improvement Service Continuity Program as outlined within paragraph 3.5 of the report (Item 4.1.2 – Capital Works Program – August 2024, Urban Services Committee, 16 September 2024) with no impact to the program budget.
2. Approves the removal of Ponton Street, Salisbury, and Lincoln Avenue, Salisbury East, from within PR13952 School Zones and Pedestrian Crossings Service Continuity Program with their associated budgets of \$84k being retained within the program to support the delivery of pedestrian crossing upgrades at Mortess Street, Brahma Lodge, and Casuarina Drive, Parafield Gardens.
3. Approves a non-discretionary 2024/25 first quarter budget review of \$500k to support traffic flow and improvements currently being developed for the Harry Bowey, Salisbury Park Precinct.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 City Infrastructure is responsible for the capital works, associated plant and fleet, building, traffic and civil engineering services, landscape and environmental works. Specifically, these works involve project management, design specification development, construction and recurrent maintenance. Service provision is undertaken by both internal resources and external consultants/contractors. City Infrastructure provides periodic progress reports for these projects.

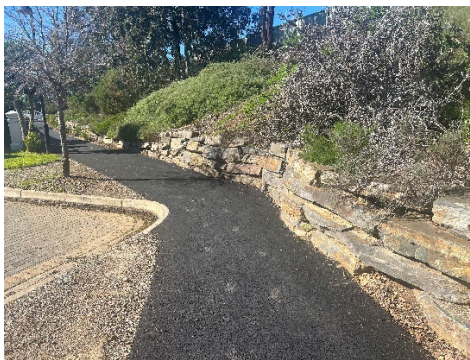
2. EXTERNAL CONSULTATION / COMMUNICATION

- 2.1 As part of the management of the City Infrastructure Capital Works Program, updates on the program occur on a monthly basis via the Urban Services Committee, with highlights included on the City of Salisbury internet site, social media and in the periodic publication Salisbury Aware.

3. DISCUSSION

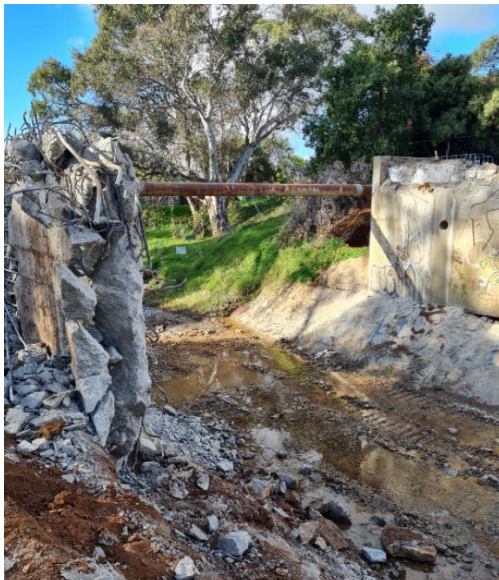
- 3.1 The renewal and upgrade of the Carisbrooke Park northern car park, Salisbury Park, was approved via Urban Services Committee in June 2024, report Item 4.4.2FI. Within this report, a concept design was presented which has now progressed into detail design. With this, efficiencies were able to be achieved and subject to tendering, the extent of asphalt is likely to be more than the original concept, resulting in improved amenity and level of service for the community.
- 3.2 With the provision of State Government grant funding, footpath upgrades are now in construction at Pooraka and Ingle Farm. This will see footpaths widened to 1.5M and upgrading of accessibility ramps at footpath / road intersections. Works will occur on Fairfax Road, Baldock Road, Beovich Road and Derrilin Road in Ingle Farm, together with Muriel Drive, Barakoola Street, Quinlivan Road and Alfred Streets in Pooraka. Whilst being a rolling program of works, collectively they are scheduled for completion prior to the end of December 2024.
- 3.3 As part of the Asphalt Shared Use Paths Service Continuity Program, a section of the path network Mawson Lakes, was recently renewed. As part of this, the site was surveyed, and path levels realigned providing a continuous safe path of travel for the community.

Asphalt Shared Use Path Mawson Lakes



- 3.4 A significant project currently under way within the City, is the replacement of the Pratt Avenue road bridge at Pooraka. With this bridge reaching the end of its serviceable life, it is being upgraded with a bridge which provides improved trafficability for vehicles and pedestrians. This project commenced in May 2024 with preliminary and services works prior to a road diversion being put in place and notified. It is scheduled that by early December 2024, this new bridge will be completed and opened for use.

Pratt Avenue Bridge, Pooraka,



- 3.5 In order to effectively manage and deliver the Capital Works Program, the required program amendments and / or changes sought this reporting period are presented as follows:

Amendment to Program

PR22852 SAMP: Bus Shelter and Bus Stop Improvement Service Continuity Program

Within the 2024/25 SAMP: Bus Shelter and Bus Stop Improvements Service Continuity Program, there were 12 sites nominated for delivery this year. Upon design and investigation, five of the locations have been determined to be design only this year. This decision enables sufficient funding to remain in the program to deliver the remainder of the program but also provides the additional time required to complete the design and consultation with the Department of Infrastructure and Training for these five sites for future year delivery. The locations requested this reporting period for deferral are as follows:

- **Stop 52 Commercial Road, Salisbury - Southeast side:** An adjacent development, existing stobie poles and a significant tree result in further investigation required:
- **Stop 43 Bridge Rd, Para Hills West - West side:** Due to consideration of traffic flow and redeveloped of the adjacent land parcel, this location requires further exploration and consideration of creating an indented bus bay.
- **Stop 34 Main North Rd, Pooraka - Southeast side:** Site inspection identified flooding issues and therefore this location requires design and modelling to determine how best this can be mitigated.
- **Stop 44B Bridge Road, Salisbury East - South side:** Upon investigation it was identified that the current bus shelter and paving requires the crossfall to be corrected together with consideration of verge trees.
- **Stop 38B Bridge Rd, Ingle Farm - East side:** Consideration of traffic flow, services and trees is required and exploration if an indented bus bay can be achieved.

Recommendation: Approves the program amendments for PR22852 SAMP: Bus Shelter and Bus Stop Improvement Service Continuity Program as outlined within paragraph 3.5 of this report (Item 4.1.2 – Capital Works Program – August 2024, Urban Services Committee, 16 September 2024) with no impact to the program budget.

Impact: Deferral of five sites to enable the required investigation and consultation to occur, whilst leaving sufficient funding to deliver the remainder of the program.

*Amendment to Program***PR13952 School Zones & Pedestrian Crossings Service Continuity Program**

As part of the School Zones and Pedestrian Crossings Service Continuity Program a new pedestrian refuge was proposed for Ponton Street, Salisbury. Through design and investigation, it has determined that there is not a safe suitable solution to do so due to verge and road widths, bus stop infrastructure and the Carey Street intersection. Therefore, this crossing is being requested to remove from the current program.

In addition to this crossing not proceeding, the eastern side footpath works at Madison Park Primary School proposed for delivery this financial year were delivered late last financial year as part of a program of footpath works hence this is also proposed to be removed from the current program.

Collectively the associated budgets of \$84k are proposed to be retained within the program as there are two other crossing upgrades scheduled for this financial year which have not yet been released to the market for tender. These two upgrades will occur at Mortess Street, Brahma Lodge, and Casuarina Drive, Parafield Gardens, to support the adjacent primary schools.

Recommendation: Approves the removal of Ponton Street, Salisbury, and Lincoln Avenue, Salisbury East, from within PR13952 School Zones and Pedestrian Crossings Service Continuity Program with their associated budgets of \$84k being retained within the program to support the delivery of pedestrian crossing upgrades at Mortess Street, Brahma Lodge, and Casuarina Drive, Parafield Gardens.

Impact: Amendment to the program of works with budget retained within the program to support the delivery of the remainder of the program.

PR27700: Harry Bowey Precinct Improvements

Following consultation with the community in the vicinity of Harry Bowey Reserve, and the Tree Climb facility, additional works are required to support the improvements at the reserve. Consequently, a non-discretionary 2024/25 first quarter budget review of \$500k is required to support traffic flow and improvements currently being developed for the Harry Bowey, Salisbury Park, precinct.

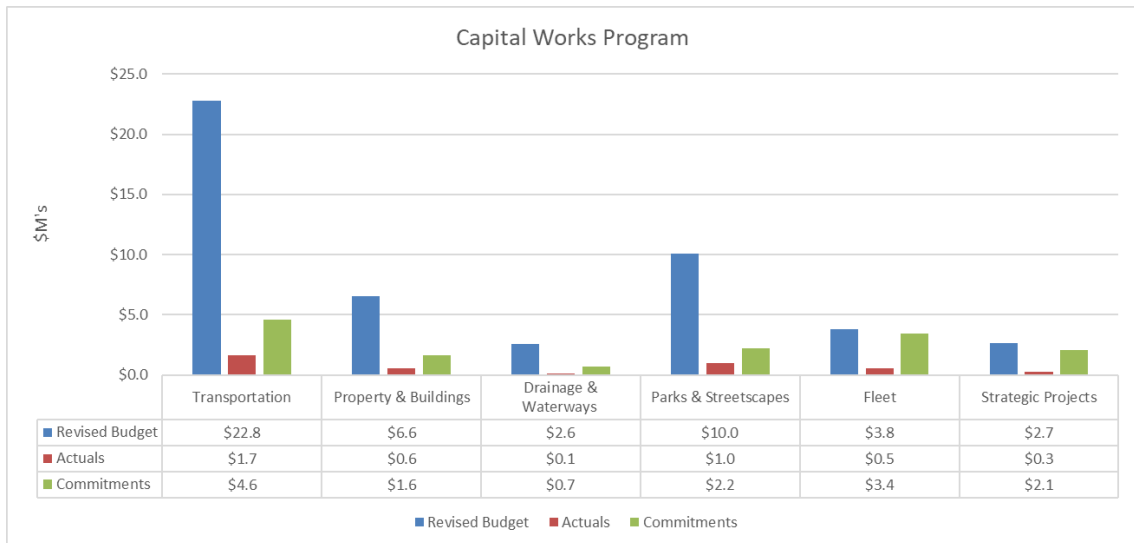
Recommendation: Approval of a non-discretionary 2024/25 first quarter budget review of \$500k is required to support traffic flow and improvements currently being developed for the Harry Bowey, Salisbury Park Precinct

Impact: Additional \$500k required.

4. FINANCIAL OVERVIEW

- 4.1 With the 2023/24 Carry Forward also presented to Council in this month of September 2024, the financials provided within this report exclude any associated adjustments as a result of this end of year financial position presentation.

4.2 Currently \$4.1M or 9% of the 2024/25 budget has been expended, and \$18.8M or 39% inclusive of commitments. These figures exclude Salisbury Water, Information Technology and Strategic Property capital programs. The following table represents the financial status by asset category as covered within this report;



5. CONCLUSION

- 5.1 The Capital Works Program continues to progress, with Pratt Avenue Bridge, Pooraka, currently in construction and included as a key highlight this reporting period. The status of the program financially was also presented within this report and is typical for this stage of the financial year.
- 5.2 A series of program changes were also included this period being:
 - 5.2.1 Within the 2024/25 SAMP: Bus Shelter and Bus Stop Improvement Service Continuity Program there are five locations which have been included as moving to design only this financial year, with deferral of construction to a future year due to site constraints and consultation requirements. Financially, this will also leave sufficient funding to construct the remainder of the program.
 - 5.2.2 Two projects within the 2024/25 School Zones and Pedestrian Crossings Service Continuity Program are requested to be removed from this year program due to site constraints making a new pedestrian refuge crossing at Ponton Street, Salisbury, not able to be achieved, in addition, the proposed footpath works adjacent to Madison Park Primary School were completed late financial year so no longer required. The budgets associated with these two projects will remain in the program to enable the delivery of two school zone crossing upgrades to occur, one at Brahma Lodge Primary School and the other at Parafield Gardens Primary School.
- 5.3 A non-discretionary 2024/25 first quarter budget review of \$500k is required to support traffic flow and improvements currently being developed for the Harry Bowey, Salisbury Park Precinct.

ITEM	4.1.3
	URBAN SERVICES COMMITTEE
DATE	16 September 2024
HEADING	Sub Committee Meeting Schedule Order
AUTHOR	Heather Prasad, PA to GM City Infrastructure, City Infrastructure
CITY PLAN LINKS	1.1 Our City is attractive and well maintained 4.2 We deliver quality outcomes that meet the needs of our community
SUMMARY	This report seeks approval to change the order in which Sub Committee meetings are held.

RECOMMENDATIONThat Council:

1. Approves for the Asset Management Sub Committee to be listed as the first meeting schedule for Sub Committee weeks of Council.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 At its meeting held on Monday, 12 August 2024 the Asset Management Sub Committee recommended that Council:

“Approves for the Asset Management Sub Committee to be listed as the first meeting scheduled for Sub Committee weeks of Council.”

2. EXTERNAL CONSULTATION / COMMUNICATION

- 2.1 Nil.

3. DISCUSSION

- 3.1 Due to a processing error, the recommendation from the Asset Management Sub Committee was not included for adoption by Council at its August 2024 meeting.
- 3.2 Council’s approval is now sought for the Asset Management Sub Committee meeting to be scheduled as the first meeting to be held on Sub Committee weeks.

4. FINANCIAL OVERVIEW

- 4.1 Nil.

5. CONCLUSION

- 5.1 Administration is seeking ratification of the Asset Management Sub Committee meetings recommendation for the Sub Committee to be scheduled as the first meeting to be held on Sub Committee week.

ITEM	4.2.1
	URBAN SERVICES COMMITTEE
DATE	16 September 2024
HEADING	Sportsfield Lighting - Decommissioning and replacement
AUTHOR	Robert Hutchison, Open Space Technical Lead, City Infrastructure
CITY PLAN LINKS	1.1 Our City is attractive and well maintained 3.3 Our infrastructure supports investment and business activity
SUMMARY	A comprehensive audit of all Council owned sports light poles was completed recently. This audit identified one pole located at Creaser Park that requires replacement within 2 years and one pole each at Creaser, Lindblom and Unity Park which are at risk of imminent failure and require immediate replacement. The replacements of the poles at Creaser and Lindblom Park are currently unfunded. The replacement of the pole at Unity Park is funded as part of the 2024-2025 Strategic Asset Management Plan (SAMP) Outdoor Sports Court Service Continuity Program.

RECOMMENDATION

That Council:

1. Notes the immediate removal of the light poles at Creaser, Lindblom and Unity Parks, as they are at risk of imminent failure.
2. Approves a 2024/25 Second Quarter Non-Discretionary Budget Bid of \$300,000 to enable the replacement of a two-pole lighting system (poles, luminaires and wiring) at Creaser Reserve and the replacement of the single pole and luminaires at Lindblom Park Soccer as listed in the report (Item 4.2.1 – Sportsfield Lighting – Decommissioning and replacement – Urban Services Committee, 16 September 2024)

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 Council engaged Revo Group to complete a comprehensive structural and condition audit and of all Council owned sports light pole. This audit was completed recently.
- 1.2 The Revo Group audit identified poles at Creaser, Lindblom (Soccer) and Unity Park (Tennis) that have reached the end of their useful lives and require immediate removal due to a risk of structural failure.
- 1.3 Council has previously endorsed the funding of the Unity Park Tennis Court Lighting Replacement works as part of the SAMP: Outdoor Sports Court Service Continuity Program 2024-2025.
- 1.4 The works at both Creaser and Lindblom Park are currently unfunded.

2. DISCUSSION

General

- 2.1 The Administration will commence works as soon as possible to remove the identified, end of useful life poles, to eliminate the risk at:
- Creaser Park, Parafield Gardens – One pole
 - Lindblom Park, Pooraka (Soccer) – One pole
 - Unity Park, Pooraka (Tennis) – One pole
- 2.2 It is recommended that all pole replacement works be completed as ‘like for like replacements’.
- 2.3 It is anticipated that pole supply lead times may be as great as 16-20 weeks.
- 2.4 The Administration will continue to liaise proactively and directly with the affected Clubs to understand and minimise any adverse effects these removals may have on the Clubs’ operations.
- 2.5 Where adverse effects cannot be minimised to a reasonable standard eg. reduced ability to host games or training sessions and where alternative grounds cannot be sourced / provided etc. the Administration may seek Council approval to reduce or waive fees for the period of the disruption.
- 2.6 A high-level funding status overview of the proposed works is provided in the below table:

Site	Current funding status
Creasers Park	Unfunded
Lindblom Park (Soccer)	Unfunded
Unity Park (Tennis)	Funded

Creaser Park - Soccer

- 2.7 There is currently no leases or licenses in place for the use of Creaser Park. Council is currently negotiating a lease/license for the site with a club appointed by Council at the Special Meeting of Council dated 1 July 2024.
- 2.8 Creaser Park’s current lighting system consists of two poles. One pole has been identified as being at end of life and will be managed in accordance with the recommendations of this report. The remaining pole has been assigned, as per the structural audit, a Remaining Useful Life (RUL) of less than 2 years.
- 2.9 The Administration recommends the remaining pole with a RUL of less than 2 years, also be replaced. This recommendation considers the size of the existing system (two poles), the cost and operational impacts associated to re-mobilizing a contractor to attend site twice to complete similar works, the recommissioning of the system and the additional disruptions to the site’s operations and use by both the potential club and community should the replacements be staggered across 2 years.

- 2.10 The Administration recommends the pole with a RUL or less than 2 years remain in place and services the Park until such time as the replacement poles are available for installation.

Lindblom Park Soccer

- 2.11 Council has currently funded sports lighting upgrade works at Lindblom Park Oval (Cricket and Football). The identified end of its useful life pole currently services a soccer pitch on site and is not included in this scope of works and is currently unfunded. This light pole will be removed immediately as recommended in paragraph 2.1 of this report and Administration will manage adverse impacts with the affected clubs in accordance with paragraph 2.4.

Unity Park Tennis

- 2.12 As per paragraph 1.3 of this report works to replace the complete Sports Lighting System at Unity Park Tennis is currently funded.
- 2.13 The affected pole will be removed immediately as recommended in paragraph 2.1 of this report.
- 2.14 Council will manage any adverse impacts in accord with paragraph 2.4 of this report.

3. FINANCIAL OVERVIEW

- 3.1 There is currently no budget allocated for the removal and replacement of the identified poles at Creaser Park and Lindblom Park Soccer.
- 3.2 The Administration recommends the allocation of a 2024/25 Second Quarter Non-Discretionary Budget Bid of \$300,000 to fund these works.
- 3.3 As the works are proposed to be like for like, it is anticipated that there will be no increase in maintenance cost associated to the sites.

4. CONCLUSION

- 4.1 Subsequent to the completion of a sports lighting audit a number of light poles need to be removed immediately.
- 4.2 The Administration will replace all poles 'like for like' (modern equivalents).
- 4.3 It is expected that the supply of the poles will take in the order of 20 weeks.
- 4.4 The Administration will work pro-actively with affected Clubs to minimise any adverse effects during the replacement of the light poles.
- 4.5 To enable the work to be completed a non-discretionary budget allocation of \$300,000 is being sought.