



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

**34 CHURCH STREET, SALISBURY ON**

**9 DECEMBER 2024**

**MEMBERS PRESENT**

Cr S Ouk (Chairman)  
Cr B Brug  
Deputy Mayor, Cr C Buchanan (Deputy Chairman)  
Cr A Graham  
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  
General Manager City Development, Ms M English  
Governance Support Officer, Ms M Prasad  
Governance Officer, Ms M Woods  
Manager Strategic Development Projects, Ms S Klein  
Manager Sport and Recreation, Mr C Grocke  
Manager Community Participation and Partnerships, Ms C Giles  
Manager Community Experience, Ms C Kroepsch  
Manager Community Diversity and Inclusion, Ms V Haracic  
Senior Recreation Planner, Ms M Matej  
Manager Urban, Recreation and Natural Assets, Mr J Foong  
Manager Infrastructure Design and Delivery, Mr J Collins

The meeting commenced at 7.08pm.

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

**APOLOGIES**

Apologies have been received from Mayor G Aldridge who was attending the Governance and Compliance Committee Meeting held concurrently and from Cr M Mazzeo.

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## 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 18 November 2024, be taken as read and confirmed.

**CARRIED**

## REPORTS

### *Administration*

#### **4.0.1 Recommendations of the Asset Management Sub Committee meeting held on Monday 2 December 2024**

Moved Cr A Graham  
Seconded Cr B Brug

##### That Council:

1. Receives and notes the information contained in the Asset Management Sub Committee of the meeting held on 2 December 2024 and that the following recommendations contained therein be adopted by Council:

**CARRIED**

#### **4.0.1-AMSC1 Future Reports for the Asset Management Sub Committee**

Moved Cr A Graham  
Seconded Cr B Brug

##### That Council:

1. Notes the report.

**CARRIED**

#### **4.0.1-AMSC2 Footpath Installation Options - Lolands Road and Willochra Road, Salisbury Plain**

Moved Cr A Graham  
Seconded Cr B Brug

##### That Council:

1. Approves a 2024/25 second quarter non-discretionary budget bid for the amount of \$100,000 for the construction of a footpath on Willochra Road, Salisbury Plain between Paraway Road and Saints Road.

2. Requests Administration provide a further report in December 2025 that gives consideration to complete a formal footpath along the remaining sections of Willochra Road.

**CARRIED**

#### **4.0.1-AMSC3 Footpath Request Evaluation Team (FRET) update report**

Moved Cr A Graham  
Seconded Cr B Brug

That Council:

1. Notes the report.

**CARRIED**

#### **4.0.1-AMSC4 Street Tree Renewal Program 2025/26**

Moved Cr A Graham  
Seconded Cr B Brug

That Council:

1. Approves the streets and species for the 2025/26 Street Tree Renewal Program, as presented in Attachment 1 of the report (Item AMSC4, Asset Management Sub Committee Meeting, 2 December 2024) in order to proceed to community consultation in 2024/25, subject to Administration providing a further report for consideration by Council.
2. Requests Administration to provide a further information report to the December 2024 Urban Services Committee that details each species' specifications and further that the report includes images of each species being proposed.

**CARRIED**

#### **4.0.1-AMSC5 Ornamental Lakes - Asset Management Plan Update**

Moved Cr A Graham  
Seconded Cr B Brug

That Council:

1. Approves the following list of water bodies to be classified as Ornamental Lakes under Council's Asset Management Plan:
  - Sir Douglas Mawson Lake, Mawson Lakes
  - Keyhole Park, Mawson Lakes

- Paquita Park, Mawson Lakes
  - Shearwater Lake, Mawson Lakes
  - Shearwater Lake East, Mawson Lakes
  - Nelson Crescent Lake Reserve, Mawson Lakes
  - The Drive Reserve, Mawson Lakes
  - The Bridges Village Reserve, Mawson Lakes
  - Cascades Village Reserve, Mawson Lakes
  - Cascades Village South Reserve, Mawson Lakes
  - Elder Drive Reserve, Mawson Lakes
  - The Paddocks Ornamental Lake, Para Hills West
  - Unity Park Formal Pond, Pooraka
  - Wynn Vale Gullies, 'Bayview Parade Lake', Gulfview Heights
  - Springbank Waters, Burton
  - Myall Boulevard Reserve, Salisbury
  - Pitman Park, Salisbury
  - AGH Cox Reserve, Parafield Gardens
  - Lake Windemere Reserve, Salisbury North
2. Approves the following as the minimum Service Level Criteria for Ornamental Lakes to be considered as part of the draft Asset Management Plan:
- Lake Functions and Related Infrastructure (for example, walking around lake - perimeter paths, viewing decks and lighting; and water quality - aerators)
  - Location / Environment
  - Lake Size (perimeter, surface area, water depth and water volume) and Lake Shape
  - Safety and Signage
  - Age
  - Construction Type (lake wall and liner)
  - Water Source(s)
  - Inspection Frequency (including water testing)
  - Asset Condition (infrastructure and water quality)
  - Data Quality including as-constructed drawings

**CARRIED**

#### **4.0.1-AMSC6 Bridges and Boardwalks - Asset Management Plan Update**

Moved Cr A Graham  
Seconded Cr B Brug

That Council:

1. Approves the following main hierarchy for bridges and boardwalks, which will be used to inform the Draft Asset Management Plan and Service Levels:

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- Road Bridges
  - Green Trail Bridges (Little Para Trail, Dry Creek Trail, and Gawler Greenway)
  - Footbridges
  - Hiking Trail Footbridges and Boardwalks (Greenfields Wetlands, St Kilda Mangrove Trail Boardwalks, The Paddocks Wetlands, etc.)
  - Viewing Decks and similar destination structures
- with each of the above five main hierarchies being split into two sub-hierarchies based on size, usage, and importance.
2. Notes that the following Levels of Service Criteria are being further developed and will be reported back to Council as part of the Draft Asset Management Plan – Bridges and Boardwalks:
- a. Community Levels of Service Criteria for bridges and boardwalks:
- Availability (open for use), noting some bridges and boardwalks may need to be temporarily closed due to flooding, maintenance, etc.
  - Restrictions on usage, for example, load limit, speed limit, cyclists to dismount, suitable footwear, accessibility.
- b. Technical Service Level Criteria for bridges and boardwalks:
- Age
  - Construction Type
  - Clear Width
  - Approach Geometry
  - Barrier Compliance
  - Approach and Structure Lighting
  - Location / Environment
  - Inspection Frequency
  - Condition
  - Data Quality including as-constructed drawings

**CARRIED**

#### 4.0.1-AMSC7 Presentation - Sports Lighting Asset Management and Service Standards

Moved Cr A Graham

Seconded Cr B Brug

That Council:

1. Notes the presentation to the Asset Management Sub Committee on Sports Lighting Asset Management and Service Standards.
2. Requests that the presentation be circulated to all Elected Members.
3. Request Administration bring back a further report on Options 2 and 3 outlined in the presentation to be considered as part of a draft Asset Management Plan for Sports Lighting.
4. Requests that the report provide further information on current licence/lease holders from relevant playing levels of sporting associations outlining their current night training and night match usage.
5. Requests that the report to be provided to Asset Management Sub Committee by May 2025.

**CARRIED**

#### 4.0.2 Future Reports for the Urban Services Committee

Moved Cr S Reardon

Seconded Cr C Buchanan

That Council:

1. Notes the report.

**CARRIED**

*For Decision*

#### 4.1.1 Capital Works Program - November 2024

Moved Cr C Buchanan

Seconded Cr A Graham

That Council:

1. Approves the program inclusion of an accessible building entrance to the Paddocks bowling clubrooms, at an estimated value of \$80,000, from within the existing budget for PR18097 Building Service Continuity Program.
2. Approves a non-discretionary 2024/25 second quarter budget review transfer of \$28,567 transferring the associated operating budget to capital for PR27949 Practice Cricket Wicket Synthetic Turf Renewal which was completed at Salisbury Oval.

3. Approves a non-discretionary 2024/25 second quarter budget review bid to the value of \$36,405 to cover the asphalt path additional expenditure incurred due to the poor subgrade delivered as part of PR27067 Paddocks / Codd Street Asphalt Path Renewal.
4. Approves a non-discretionary budget adjustment of \$950,000 within 2024/25 second quarter budget review and 2025/26 annual budget to administer the transfer of these funds from 2024/25 to 2025/26 for PR27700 Carisbrooke to Harry Bowey New Entrance Roadway to align the budget in the financial year where the expenditure is expected to be incurred.
5. Approves a non-discretionary budget adjustment of \$1,200,000 within 2024/25 second quarter budget review and 2025/26 annual budget to administer the transfer of these funds from 2024/25 to 2025/26 for PR26716 Lindblom Park Change Facility to align the budget in the financial year where the expenditure is expected to be incurred.
6. Approves a non-discretionary budget adjustment of \$200,000 within 2024/25 second quarter budget review and 2025/26 annual budget to administer the transfer of these funds from 2024/25 to 2025/26 for PR31131 Happy Homes New Entry Road to align the budget in the financial year where the expenditure is expected to be incurred.
7. Approves a non-discretionary budget adjustment of \$500,000 within 2024/25 second quarter budget review and 2025/26 annual budget to administer the transfer of these funds from 2024/25 to 2025/26 for PR31175 Adams Oval Building Service Continuity Project to align the budget in the financial year where the expenditure is expected to be incurred
8. Approves a non-discretionary budget adjustment of \$250,000 within 2024/25 second quarter budget review and 2025/26 annual budget to administer the transfer of these funds from 2024/25 to 2025/26 for PR22843 SAMP Plant and Fleet Replacement Program, tipper truck replacement, to align the budget in the financial year where the expenditure is expected to be incurred
9. Approves a non-discretionary second quarter budget transfer of \$40,000 of available funding from PR31184 Ascot Drive Reserve New Irrigation, together with a \$40,000 of available funding from PR31203 Coogee Avenue Reserve Irrigated Green Space, to PR17103 SAMP Feature Landscapes Service Continuity Program to provide the required budget funding to complete a section of feature landscape along the southern edge of Sir Douglas Mawson Lakes Reserve, Mawson Lakes.

**CARRIED**

#### 4.1.2 Proposed Road Closure - Portion of Glenarborn Court, Para Hills

Moved Cr C Buchanan  
Seconded Cr A Graham

That Council:

1. Approves pursuant to the provisions of the *Roads (Opening and Closing) Act 1991*, to make a Road Process Order to formally close a portion of Glenarborn Court, Para Hills as marked "A" in Attachment 1 to this report (Item 4.1.2, Urban Services Committee 09/12/2024).
2. Authorises the Chief Executive Officer or delegate to arrange the finalisation of the land division for disposal and amalgamation of land marked "A" in Attachment 1 to this report (Item 4.1.2, Urban Services Committee 09/12/2024), into the adjoining allotment 13 Glenarborn Court, Para Hills.
3. Notes the applicant is responsible for paying all costs to finalise the transaction as well as consideration to be determined by an independent licenced valuer.

**CARRIED**

#### 4.1.3 Reduction of Speed Limit on Shepherdson Road

Moved Cr C Buchanan  
Seconded Cr A Graham

That Council:

1. Notes the report.

**CARRIED**

#### 4.1.4 Dedication of Portion of Crown Land to Council Care and Control

Moved Cr C Buchanan  
Seconded Cr B Brug

That Council:

1. Authorises the Chief Executive Officer or Delegate to accept Allotments 3, 4 and 5 in Deposited Plan 50216 as described in Crown Record Volume 6037 Folio 892 into the City of Salisbury's care and control for community purposes as shown in Attachment 2 - Portions of Land Identified as Allotments 3, 4 and 5 DP 50216 to be Vested to Council's care and control (Item No. 4.1.4, Urban Services Committee, 9 December 2024).

**CARRIED**



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**4.1.5 Response to Review of Environment Protection (Waste to Resources) Policy 2010**

Moved Cr C Buchanan  
Seconded Cr S Reardon

That Council:

1. Authorises the Chief Executive Officer or delegate to prepare and submit Council's response to the Environment Protection Authority's Environment Protection (Waste to Resources) Policy 2010 (EPP W2R) Discussion Paper detailing the feedback highlighted in paragraph 3.4 of the report (Item 4.1.5, Urban Services Committee, 9 December 2024).

**CARRIED**

**4.1.6 Salisbury Open Space Strategy and Little Para Landscape Structure Plan**

Moved Cr C Buchanan  
Seconded Cr A Graham

That Council:

1. Notes the preparation of an Open Space Strategy, with Stage 1 being the development of an Open Space Blue Print.
2. Approves the preparation of the Little Para Landscape Structure Plan and the non-discretionary budget of \$120,000 in the 2024/2025 second quarter budget review to deliver the Little Para River Landscape Structure Plan in the 2024/2025 Financial Year.

**CARRIED**

**4.1.7 Street Tree Renewal Program 2025/26 - Further Information Report as requested at the Asset Management Sub Committee Meeting, 2 December 2024**

Moved Cr C Buchanan  
Seconded Cr S Ouk

That Council:

1. Notes the additional information provided relating to tree species as requested by the Asset Management Sub Committee (Item AMSC4, Asset Management Sub Committee Meeting, 2 December 2024).
2. Request Administration to remove the Large Fruited SA Blue Gum from the street tree palette selection.

3. Notes that Administration will provide a report to the February 2025 Urban Services Committee meeting with further information on how the recently updated State Government Legislation regarding Regulated and Significant Trees impacts the 2025/26 Street Tree Renewal Program, to ensure consideration of Council's resolution number 1128/2021, from 25 October 2021.

**CARRIED**

*Cr S Reardon left the meeting at 7.46pm and returned during the confidential section of the meeting.*

#### **4.1.8 Carisbrooke Carpark Update**

Moved Cr C Buchanan  
Seconded Cr A Graham

That Council:

1. Approves a second quarter non-discretionary Budget Review Bid for \$500,000 to undertake lighting installation at the northern carpark.
2. Request Administration to provide a further information report to Council in December 2024 in relation to the total costing commitments for activation at Carisbrooke and Harry Bowey Reserve.

**CARRIED**

*For Information*

#### **4.2.1 Safe Journey Strategy – Status Update**

Moved Cr A Graham  
Seconded Cr C Buchanan

That Council:

1. Notes the report.

**CARRIED**

### **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)*

There were no Other Business Items.

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## ORDERS TO EXCLUDE THE PUBLIC

### 4.4.1 Power Line Environment Committee (PLEC) Grant Application

Moved Cr A Graham  
Seconded Cr B Brug

*That the Urban Services Committee:*

1. *Orders that 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 Power Line Environmental Committee (PLEC) Grant Application with the exception of the following persons:*
  - *Chief Executive Officer*
  - *Deputy Chief Executive Officer*
  - *General Manager City Infrastructure*
  - *General Manager Community Development*
  - *General Manager City Development*
  - *Governance Support Officer*
  - *Governance Officer*
  - *Manager Strategic Development Projects,*
  - *Manager Sport and Recreation*
  - *Manager Community Participation and Partnerships*
  - *Manager Community Experience*
  - *Manager Community Diversity and Inclusion*
  - *Senior Recreation Planner*
  - *Manager Urban, Recreation and Natural Assets*
  - *Manager Infrastructure Design and Delivery*

*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 **Power Line Environment Committee (PLEC) Grant Application** item and discussion at this point in time.*

3. *Orders that pursuant to Section 90(2) of the Local Government Act 1999 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.*

**CARRIED**

The meeting moved into confidence at 7.41pm.

The meeting moved out of confidence and closed at 7.52pm.

CHAIRMAN.....

DATE.....