

# Elected Member Workshop

**Tuesday 11 July 2017 commencing at 6.00pm**

Council Chamber, Civic Centre, 401 Greenhill Road, Tusmore 5065

**Workshop Chair:** Paul Deb  
Chief Executive Officer

## Agenda

**Members:** Mayor David Parkin  
Councillors, Bagster, Bills, Cornish, Davey, Davis, Ford, Lemon,  
Lord, Monceaux, Osterstock, Piggott and Wilkins

**Leave of Absence:** Nil

**Staff:** Paul Deb, Chief Executive Officer  
Karishma Reynolds, A/General Manager, Corporate Services  
Barry Cant, General Manager, Urban Services

**Apologies:**

### Workshop Items

1. Streetscape Guide Workshop
2. Footpath Policy Review Workshop

**Closure**

## Workshop Guidelines

The following details provide an overview of the procedures to be observed:

1. The Workshop if required will be held on the third Tuesday of each month, other than January of each year, between the hours of 6 pm and 9 pm (commencing with a light meal for Elected Members and staff), for the term of the Council or until the Council determines to discontinue the Workshop structure.
2. The need for extraordinary Workshops will be assessed and determined by the CEO.
3. The Workshops will be held in the Council Chamber, Civic Centre, 401 Greenhill Road, Tasmore.
4. The time, date and location of Workshops may be subject to change by the CEO where necessary.
5. The Workshops are not obliged to be open to the public and media unless they are Designated Informal Gatherings as defined in the *Local Government Act 1999* as they are:
  - a) an event organised and conducted by or on behalf of the Council or CEO; and
  - b) to which Elected Members of the Council or Council committee (as the case may be) have been invited; and
  - c) that involves discussion of a matter that is, or is intended to be, part of the agenda for a formal meeting of the Council or Council committee.
6. Designated Informal Gatherings may be closed to the public and media if they relate to a:
  - a) planning session of a general or strategic nature; or
  - b) briefing session relating to information or a matter of a confidential nature within the ambit of section 90(3) of the *Local Government Act*
6. Notice of a Workshop that is a Designated Informal Gathering and the program for such is to be placed on the Council's website and in public notice areas within the Civic Centre. The Notice must specify if the Designated Informal Gathering is closed and provide reasons for that declaration. No notice is required for Workshops that are not Designated Informal Gatherings.
7. No decisions will be made at the Workshops. There will be the opportunity for discussion and questions and answers only and the provision of guidance to the Administration.
8. The CEO or proxy will convene and chair the Workshop. The proxy will be determined by the CEO on a needs basis.
9. All Elected Members are encouraged to attend.
10. The CEO will ensure the program and papers for the Workshop will be provided to Members by the Thursday preceding the Workshop to allow time for members to read the papers and prepare their questions prior to the Workshop.
11. Presentations given at Workshops that are Designated Informal Gatherings (other than those held in confidence) will be published on the Council's website after the event.
12. The format for the Workshop may vary on a case by case basis and could include planning, presentations and discussions.
13. Elected Members, employees and consultants will be required to disclose any conflicts of interest in relation to matters being discussed. The disclosure of such interest and participation in the Workshop will need to be made as if the matter considered in accordance with the *Local Government Act 1999*. A record of the disclosures of interest will be made and maintained by the CEO.

## Workshop Protocol

The protocols are a set of guiding principles that aim to achieving enhanced, meaningful engagement of members and to facilitate an equal and equitable participation of all members.

The individual Members commitment to active listening and disciplined talking, displaying both courtesy and respect to other members is paramount.

1. The Chair ensures that every Members' input is heard and not overlooked or lost, and will enforce a limit on speakers' time when it is best required.
2. No rank and/or officer position of administrative or governance authority is recognised within the Workshop (except for the Chair) and protocols are enforced when deemed necessary.
3. Members and staff are to be addressed by their first name and not by their title of office they hold.
4. Discussion must be focussed on the issues and matters being the subject of discussion.
5. One Member speaking at a time is a right, and must be enjoyed by all Members.
6. Interrupting another Member speaking is not desired and Members are encouraged to exercise restraint for the benefit of all concerned. Equally, there should be no dialogue between Members and person(s) in the gallery that interrupts the Workshop discussion.
7. No ridicule, blame or shame to be expressed and/or exchanged during the Workshop and care should always be taken with the words used in debate.
8. Problems and solution expressed by Members are a healthy part of the discussion and may lead to positive outcomes and should not be frowned upon but rather encouraged.
9. Although it is not a decision-making forum, it is an important part of ensuring a well-informed and enhanced decision-making process for Council.
10. The imperatives for a successful conduct of these Workshops are that all members need to work together, displaying courtesy and respect to each other.
11. Members must not disseminate materials or information obtained in relation to a confidential Workshop. To do so may amount result in a breach of the Local Government Act 1999 and Code of Conduct.

It is important that all Members recognise the above list of protocols is not about rules; protocols are a set of guiding principles that are agreed on and committed to by all participating member

## Workshop Items

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### 1 Streetscape Guide Workshop

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**Presented by:**

Video / Paul Deb (Contact for information: Michelle Kennedy)

**Responsible General Manager:**

Barry Cant

**Expected Duration:**

30 minutes

**Summary:**

Provides the opportunity for Elected Members to provide feedback and input into street furniture selections for the City of Burnside Streetscape Guide, which is under development.

**Attachments:**

Video (to be shown on evening)

Elected Member Feedback Forms

### 2 Footpath Policy Review Workshop

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**Presented by:**

Paul Deb

**Responsible General Manager:**

Barry Cant

**Expected Duration:**

30 minutes

**Summary:**

- ) Review of 2016 presentation
- ) Amendments made to the Footpath Policy following the previous Presentation
- ) Details of the contractual and operational risks for delaying the footpath program

**Attachments:**

Refer email from Barry Cant of 4 July 2017.

# Streetscape Guide – Elected Member Feedback

**Name:** .....

This form provides the opportunity for Elected Members to indicate personal preferences and feedback for consideration in the development of Council's Streetscape Guide. Please note that this does not form an official voting or decision making process.

A draft Streetscape Guide will be presented to Council to endorse prior to commencing a Community Consultation process.

# PAGE 1:

## SEATING OPTIONS (NON-HERITAGE)



### 'Heritage' Recycled

- Low cost to install and maintain
- Good environmental rating due to use of recycled materials
- Comfort level / aesthetics questionable



### 'Wyndham' Recycled

- Moderate-high cost to install
- Low cost to maintain
- Good environmental rating due to use of recycled materials
- Improved comfort / aesthetics over current models



### 'Shoreline' Composite

- Moderate-high cost to install
- Low cost to maintain
- Good environmental rating due to use of recycled materials
- Improved comfort / aesthetics over current models



### 'Albert Park' Recycled

- Moderate cost to install
- Low cost to maintain
- Good environmental rating due to use of recycled materials
- Improved comfort / aesthetics over current models

### Comments

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# PAGE 2:

## SEATING OPTIONS (HERITAGE)



### 'Heritage' Recycled

- Low cost to install and maintain
- Good environmental rating due to use of recycled materials
- Comfort level / aesthetics questionable



### 'Heritage' Stained

- Low cost to install
- High cost to maintain due to use of stained timber
- Moderate environmental rating
- Comfort level / aesthetics questionable



### 'Flinders' Stained

- Moderate cost to install
- High cost to maintain due to use of stained timber
- Moderate environmental rating
- Improved comfort / aesthetics over current models



### 'Albert Park' Recycled

- Moderate cost to install
- Low cost to maintain
- Good environmental rating due to use of recycled materials
- Improved comfort / aesthetics over current models



### 'Kingsgrove' Stained

- Moderate cost to install
- High cost to maintain due to use of stained timber
- Moderate environmental rating
- Improved comfort / aesthetics over current models

Comments

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# PAGE 3:

## BUS SHELTER OPTIONS



### 'Slimline'

- Low cost to install
- Moderately low cost to maintain
- Good environmental rating
- Aesthetics questionable



### 'Torrens'

- Low-moderate cost to install
- High cost to maintain due to glass
- Good environmental rating
- Improved aesthetics over current model



### 'Bell' Laminated Glass

- Moderate cost to install
- High cost to maintain due to glass
- Moderate environmental rating
- Improved aesthetics over current model



### 'Seaside' Perforated

- High cost to install
- Lower cost to maintain
- Good environmental rating
- Similar to current model



### 'Seaside' Laminated Glass

- Moderate cost to install
- High cost to maintain due to glass
- Moderate-good environmental rating
- Improved aesthetics over current model

### Comments

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# PAGE 4:

## BIN OPTIONS



### 'Standard' Powdercoat

- Low cost to install
- Moderately low cost to maintain
- Good environmental rating
- Aesthetics questionable



### 'Frame' Battened Aluminium

- High cost to install
- Low cost to maintain
- Good environmental rating
- Improved aesthetics over current model



### 'Engraved' Powdercoat

- Moderate cost to install
- Higher cost to maintain
- Potential to have bespoke engraving for Burnside



### 'Solid' Powdercoat

- Low cost to install
- Higher cost to maintain
- Good environmental rating



### 'Manhattan' Enviroslat

- Moderate cost to install
- Low cost to maintain
- Good environmental rating
- Improved aesthetics over current model

### Comments

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# PAGE 5:

## BIKE RAIL OPTIONS (SINGLE)



### 'Current' Galvanised

- Low-moderate cost to install
- Low cost to maintain
- Options for other colours



### 'Leaning Rail' Stainless Steel

- Moderate-high cost to install
- Low cost to maintain



### 'Corso' Stainless Steel

- Moderate cost to install
- Low cost to maintain

### Comments

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# PAGE 6:

## BIKE RACK OPTIONS (MULTIPLE)



### 'Current' Painted

- Low cost to install and maintain
- Options for other colours
- Moderate environmental rating



### 'Senate' Stainless Steel

- Moderate cost to install
- Low cost to maintain
- Good environmental rating



### 'Corkscrew' Stainless Steel

- Moderate cost to install
- Low cost to maintain
- Moderate-good environmental rating

### Comments

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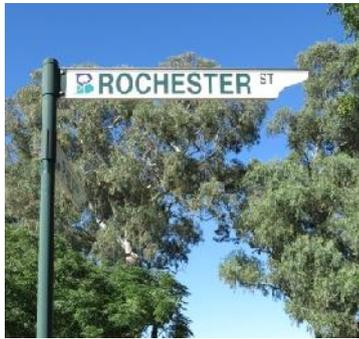
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# PAGE 7:

## STREET NAME SIGNAGE OPTIONS

### Shape



**'Ornate'**

\$66



**'Straight'**

\$38



**'Angle'**

\$38

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### Text Colour



**Green**

7 year life



**Black**

10 year life

### Comments

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# PAGE 8:

## SUBURB SIGNAGE OPTIONS



### Traditional

- Low cost to install.
- Negligible cost to maintain.
- Moderate environmental rating.
- Aesthetically dated.

### Hoop

- Low cost to install.
- Negligible cost to maintain.
- Moderate environmental rating.
- Aesthetically dated.

### A01 (4.8m)

- Higher cost to install.
- Negligible cost to maintain.
- Moderate environmental rating.
- Improved aesthetics over current model.
- Variety of banner colours.

### C01 (2.7m)

- Moderate cost to install.
- Negligible cost to maintain,
- Good environmental rating.
- Improved aesthetics over current model.

### D02 (1.5m)

- Higher cost to install.
- Negligible cost to maintain.
- Mod. environmental rating.
- Improved aesthetics over current model.
- Can feature information about each suburb.

### Comments

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# PAGE 9:

## BOUNDARY SIGNAGE OPTIONS



### Hoop

- Low cost to install.
- Negligible cost to maintain.
- Moderate environmental rating.
- Aesthetically dated.



### A01 (4.8m)

- Higher cost to install.
- Negligible cost to maintain.
- Moderate environmental rating.
- Improved aesthetics over current model.
- Variety of banner colours.



### C01 (2.7m)

- Moderate cost to install.
- Negligible cost to maintain,
- Good environmental rating.
- Improved aesthetics over current model.

### Comments

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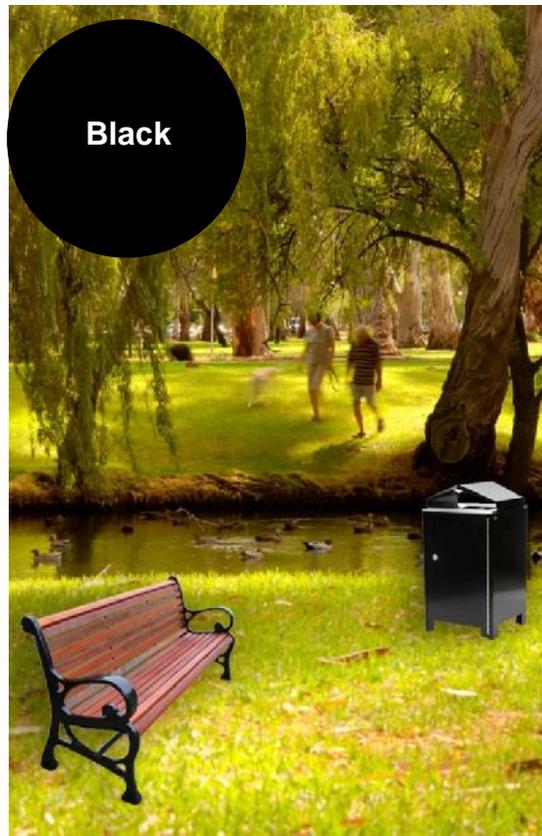
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# PAGE 10:

## COLOUR OPTIONS



Comments

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**From:** [Barry Cant](#)  
**To:** [Elected Members - DG](#)  
**Cc:** [Executive - DG](#); [Michelle Kennedy](#)  
**Subject:** Footpath Policy - Re-presentation of the 2016 Workshop  
**Date:** Tuesday, 4 July 2017 12:49:45 PM

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Dear Members

There was a significant amount of debate when considering the Motion on Notice at the previous Council Meeting relating to the Footpath Program.

We have therefore, decided to re-present the August 2016 Presentation to Members, immediately prior to the 11 July Meeting of Council.

Paul Deb will walk you through the content of the Presentation (as was delivered in August 2016), with the following two updates:

- Amendments made to the Footpath Policy following the previous Presentation; and
- Details of the contractual and operational risks for delaying the footpath program.

Should you have any comments or technical questions, you will be encouraged to submit in writing on the evening, and we will respond to all Members accordingly. Additionally, any amendments required/requested to the current Policy, will be put to Council for consideration at an appropriate time.

To enable all Members to be fully informed when further debating this matter at the 11 July Meeting of Council, we have prepared the following information for your consideration.

**The following considerations should be taken into account if modifying / delaying our footpath program:**

- The contract with our footpath contractor is based on undertaking an estimated number of square metres per year; should this significantly decrease there may be justification for an increase in our contractors rates.
- Our footpath **renewal** projects are based on adequately maintaining the footpath assets we already have in place, and the program is selected based on the condition of footpaths and their usage. This is in line with our Asset Management Plans, Business Plan and Budget, and Footpath Policy. Should we not undertake renewals, our footpath maintenance budget will increase as we will need to compensate for not fully renewing and we will further increase our backlog in the footpath asset area.
- Our annual community survey and feedback from the business plan and budget continues to tell us that the community want us to invest more in footpaths. Decreasing funding in this area is likely to lead to increased community dissatisfaction.
- Our footpath program typically takes around 10-11 months per year to deliver; any delays past July will likely prevent us from delivering the full program for 17/18, as there will still be 3-4 weeks before any works can start to allow for community consultation.
- Delays in our footpath program will have a knock-on impact to the rest of our capital works delivery – if more resources are needed later in the year to catch up

a delayed program, this takes resources away from delivery of other capital works.

**Further;**

- A full review of our footpath policy was undertaken around 9 months ago, with a workshop presented to Council in August 2016.
- The workshop discussed:
  - The history of our footpath policies and practices
  - Potential locations for new footpaths
  - Potential materials for footpaths
  - How we prioritise footpaths
  - How much we spend on footpaths (inc proportion on new/renewal)
  - Our current backlog
  - Investment scenarios
- Following the workshop, Elected Members were also given the opportunity to provide further input via a survey. Two responses were received. A summary of these responses is provided below:
  - 1 response stated that Council should cease installation of any new footpaths; 1 stated that Council should install footpaths in all viable locations
  - Both responses stated that Council should continue to use block pavers
  - 1 response suggested a 70/30 split for renewal/new footpaths; the other suggested a 90/10 split
  - 1 response stated that Council should increase the LTFP to clear our footpath backlog and construct viable footpaths earlier. The other stated we should keep the LTFP as is.
- A draft updated version of the Footpath Policy was also sent to Elected Members for feedback before it was presented to Council. Feedback received included:
  - Request to include additional strategic plan alignment
  - Request to clarify footpath definition
  - Request to include reference to permeable paving
  - Request to include reference to bluestone kerbing policy
  - Request to include safety as a factor in footpath prioritisation
- The following summarises the changes made as a result of feedback from Elected Members both in the workshop, via email feedback, and via the survey:
  - Grammatical amendments;
  - Amendment of strategic plan outcomes;
  - Removal of operational clauses which are covered through footpath specifications;
  - Removal of redundant clauses;
  - Clarifications regarding how footpath works are prioritised;
  - Inclusion of reference to Bluestone Kerbing Policy;
  - Amendment of prioritisation criteria to include safety statistics, and potential footpath use by the elderly, those with disabilities, and by young children and people with infants; and
  - Additional information regarding treatments near street trees, such as use

of permeable paving, tree pits and tree inlets.

- The updated policy was presented to Council on 13 September 2016, and approved (C10813)

Lastly, in accordance with the Report considered by Council in May 2017, we have commenced considering improvements to the consultation process for new footpaths and have a proposal ready for Elected Members to consider in this regard.

If Elected Members wish to consider factors other than the consultation approach (eg. Extent to which we provide new footpaths, footpath material etc) – perhaps an additional option to a workshop would be to include question(s) in our annual community survey to gauge the community's views on these items and then reconsider based on these results.

Should you have any feedback or questions, please do not hesitate in contacting me

Barry



**Barry Cant | General Manager Urban Services**  
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