

# Elected Member Workshop

**Tuesday 17 April 2018 | Commencing at 6.00pm**

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

In accordance with the City of Burnside Informal Gatherings Policy (Section 6.6.2) the CEO has declared this to be a confidential informal discussion and briefing session for Elected Members.

The above is satisfied that pursuant to section 90(3)(c) of the *Local Government Act 1999*, the information to be received, discussed or considered at this briefing is information concerning matters and strategies, the disclosure of which would reveal a trade secret and must be considered in confidence to ensure the intellectual property of Titanium Property Investment is protected. The presentation includes new to market design and merchandising information the disclosure of which could detrimentally affect negotiations with particular third parties and diminish ability to execute design and merchandise ideas, and disclosure would prejudice commercial positions of parties' involved, frustrating future bargaining positions.

Further the principle that the meeting be conducted in a place open to the public has been outweighed in these circumstances because the disclosure of this information could reasonably be expected to be used by market competitors to achieve an advantage in future negotiations relating to the development, and compromise information which is a trade secret at this time.

This is a closed briefing and informal gathering that is not open to the public because it is a briefing for Elected Members from external parties on matters concerning trade secrets and of a commercial nature, in circumstances where it would be in confidence if it had occurred at a Council meeting under section 90 (3) of the *Local Government Act 1999*.

**Workshop Chair:** **Martin Cooper**  
**General Manager Corporate and Development**

## Agenda

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

**Staff:** Paul Deb, Chief Executive Officer  
Martin Cooper, General Manager Corporate and Development

## Workshop Items

**1 Burnside Village Development Update Presentation from external group.**

**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 membe

## Workshop Items

---

### 1 Burnside Village Development Update

---

**Presented by:**

Tim Atkins, Director, Titanium Property Investment

Richard Hamilton, Director, Titanium Property Investment

Andrew MacKenzie, Managing Principal, The Buchan Group Architects

James Hayter, Director, Oxigen Landscape

Michael Davies, Principal Planner, Aecom

**Responsible General Manager:**

Martin Cooper, General Manager, Corporate and Development

**Expected Duration:**

1-2 hours

**Summary:**

Burnside Village is a unique shopping centre in the Australian retail landscape which, as a smaller scale centre, has effectively established a place for both convenience and discretionary shopping needs. The centre's overall presentation, tenant offer, amenities and 'village' environment are well aligned to the demographics of its local affluent market but also supportive of its role as a fashion destination in Adelaide. The village character and premium positioning provide a point of difference and are established through:

- Premium design and finishes;
- Indoor and outdoor environments including the vine covered walkway; and
- Quality amenities including car park, washroom, wifi, and concierge.

It is now six years since the last expansion and upgrade works. During this period the role of physical retail has been challenged by online retail. The traditional shopping visit is now asked to provide authentic and social experiences where customers have the opportunity to meet their friends, enjoy a variety of dining options and compare the freshest foods and the latest fashions.

In response to the new and evolving purpose of the shopping center we have prepared the Burnside Village Mission:

“To develop a family owned shopping centre that is South Australia's leader in fashion, lifestyle, leisure, food, dining and entertainment. Where our retailers maximise sales; where our customers enjoy a welcoming environment that is safe, convenient and clean to shop and meet friends; and where the community can gather and feel a sense of ownership in 'their Burnside Village”

The session will share progress towards a development application in accordance with this Mission.

## Workshop Items

---

The State Coordinator-General has appointed the State Commission Assessment Panel as the relevant planning authority for this expansion and redevelopment and requested that the proponent work collaboratively with the City of Burnside in the finalisation of an application.

**Attachments:**

Nil.