

NOTICE OF MEETING

ASSET MANAGEMENT COMMITTEE AGENDA & REPORTS

for the meeting

commencing at 07:00 PM on Monday, 18 September 2023

Council Chambers

To All Members of Asset Management Committee

Councillor Chidambaranathan - Presiding Member
Councillor Fardone - Deputy Presiding Member
Her Worship the Mayor, Angela Evans (ex officio)
Councillor Thomas
Councillor Turelli

Councillor Campbell
Councillor Scheffler
Councillor Agius
Councillor Ghent

A handwritten signature in black ink, appearing to read 'ARL', is centered on the page.

ADRIAN RALPH

GENERAL MANAGER ASSET MANAGEMENT SERVICES

Dated 13 September 2023

Please advise Brooke Bezzina if you are unable to attend this meeting or will be late. Phone 8408 1510.

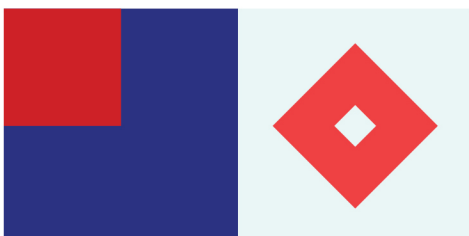


TABLE OF CONTENTS

1. COMMITTEE OPENING	5
1.1 ACKNOWLEDGEMENT	5
1.2 APOLOGIES AND LEAVE OF ABSENCE	5
2. CONFIRMATION OF MINUTES	5
2.1 CONFIRMATION OF MINUTES	5
Brief	
Confirmation of the minutes of the previous meeting held on Monday, 21 August 2023.	
3. DEPUTATIONS	6
4. BUSINESS	6
4.61 RESPONSE TO PETITION - ADDITIONAL EQUIPMENT AT WILFORD RESERVE	6
Brief	
This report responds to a petition from Frank Marino (Appendix 1), including 65 names/signatories, requesting that Council adds further equipment to Wilford Reserve to accommodate for older children and enhance the experience of people who visit Wilford Reserve.	
APPENDIX 1	11
APPENDIX 2	13
APPENDIX 3	15
4.62 DOG ACCESS ARRANGEMENTS AT FRANK MITCHELL PARK & WOODVILLE WEST	18
RESERVE - COMMUNITY CONSULTATION	
Brief	
A request has been received from FK Beograd Soccer Club (formerly known as White City) for Council to investigate options to change the current dog access arrangements at Frank Mitchell Park and Woodville West Reserve, to manage interactions between soccer players and dogs to enable these activities to occur concurrently into the future.	
APPENDIX 1	25
APPENDIX 2	28
4.63 ROAD CLOSURE – PORTIONS OF SECOND STREET, BOWDEN	31
Brief	
This report recommends that a Road Process Order be made to close Lot 1 and 2 in FP 27210 of Second Street in Bowden marked as 'A' in the Final Plan in Appendix 1 of this report.	
APPENDIX 1	35
APPENDIX 2	38
APPENDIX 3	40
APPENDIX 4	42
APPENDIX 5	44

4.64 WEST BEACH SURF LIFE SAVING CLUB - NEW LICENCE	47
Brief	
This report serves to consider the proposed Community Engagement Approach for a new 15 year licence for West Beach Surf Life Saving Club.	
APPENDIX 1	50
APPENDIX 2	56
4.65 FINDON LIBRARY NEW FIVE-YEAR LEASE AGREEMENT	58
Brief	
This report is to advise of Councils intent to enter into a new five year lease for the continuing Findon Library tenancy in the Findon Shopping Centre - Shop 53, 303 Grange Road, Findon.	
4.66 VARIATION TO LICENCE AREA - HENLEY COMMUNITY GARDEN - CHAMBERS RESERVE, HENLEY BEACH	61
Brief	
The Henley Community Garden Group incorporated located on portion of Chambers Reserve, Henley Beach have sought Council support to increase the area of their established garden by approximately 40 square meters (Appendix 1) to allow for better storage and ease of use of the facility.	
APPENDIX 1	65
APPENDIX 2	67
APPENDIX 3	69
4.67 GRANGE UNITING NETBALL CLUB - GRANGE LAKES RESERVE - NEW LICENCE OVER COURTS	76
Brief	
This report outlines the Grange Uniting Netball Clubs (GUNC) intent (Appendix 1) to upgrade the two (2) netball courts located on the Corner of Kentdale and Jetty Street in Grange, and with this increased investment, the club requests to upgrade their current six (6) month Winter Seasonal Sporting Licence to a more substantive five (5) year licence over these courts.	
APPENDIX 1	81
APPENDIX 2	84
APPENDIX 3	87
4.68 ASSET MANAGEMENT SERVICES CAPITAL WORKS & OPERATING PROGRAM VARIATIONS	113
Brief	
This report identifies changes to the Total Budget Expenditure for Capital Works and/or Annual Operating Projects that arise when budgeted savings are proposed to be used to offset costs over runs on a project that result from consultation outcomes, changed scope of works or tendering and procurement processes. These changes have nil effect on the total program for Capital and/or Annual Operating Budgets. Where there is an effect on the budgeted financial statements (shift between renewal and new/upgrade projects) adjustments will be referred to the next quarterly review.	
4.69 WOODVILLE ROAD STREETScape UPGRADE - PROJECT UPDATE	117
Brief	
The report provides status update for the Woodville Road Streetscape Upgrade project.	
APPENDIX 1	125
5. MOTIONS ON NOTICE	130
6. QUESTIONS ON NOTICE	130
7. MOTIONS WITHOUT NOTICE	130
8. QUESTIONS WITHOUT NOTICE	130
9. BUSINESS - PART II - CONFIDENTIAL ITEMS	130

10. MEETING CLOSURE130

1. COMMITTEE OPENING

1.1 ACKNOWLEDGEMENT

Niina Marni is Kurna for ' Welcome'. The City of Charles Sturt acknowledges and pays respect to the traditional custodians of the land, the Kurna people of the Adelaide plains. We pay our respect to Elders past, present and emerging. We respect their spiritual beliefs and connections to land which are of continuing importance to the Kurna people of today. We acknowledge the contributions and important role that Aboriginal people continue to play within our local community in Charles Sturt. We also respect the culture of Aboriginal people visiting from other areas of South Australia and Australia.

1.2 APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF MINUTES

Note: The Committee does not have the power to make final decisions, it considers reports and makes recommendations (which are included as the minutes of this meeting) to full Council. The power to make the final decision rests with Council. Council may alter a recommendation made by the committee as part of this process. These minutes will be considered by the Council at its meeting on 25 September 2023.

2.1 CONFIRMATION OF MINUTES

Brief

Confirmation of the minutes of the previous meeting held on Monday, 21 August 2023.

Recommendation

That the minutes of the previous meeting held on Monday, 21 August 2023 be taken as read and confirmed.

3. DEPUTATIONS

4. BUSINESS

4.61 RESPONSE TO PETITION - ADDITIONAL EQUIPMENT AT WILFORD RESERVE

TO Asset Management Committee

FROM: Open Space Planner - John Wilkinson

DATE: 18 September 2023

Brief

This report responds to a petition from Frank Marino (**Appendix 1**), including 65 names/signatories, requesting that Council adds further equipment to Wilford Reserve to accommodate for older children and enhance the experience of people who visit Wilford Reserve.

Recommendation

- 1. That the report be received and noted.**
- 2. That Council does not proceed with the installation of additional play equipment for older children at Wilford Reserve.**
- 3. That Council notify the head petitioner of Councils decision.**

Status

This report relates to or impacts upon the following Community Plan Objectives 2020-2027.

Our Liveability - A liveable City of great places

A well-designed urban environment that is adaptive to a diverse and growing City. City assets and infrastructure are developed and enhanced on a strategic and equitable basis in collaboration with local communities and other relevant parties, including industry and government.

Enhance the diversity of open spaces to create innovative, accessible and flexible community spaces.

Our Leadership - A leading & progressive Local Government organisation

Open and accountable governance.

Relevant Council policies are:

- Asset Management Policy
- Play Space Policy
- Open Space Strategy 2025
- Open Space & Recreation Infrastructure Asset Management Plan

Relevant statutory provisions are:

- Nil

Background

A petition was received at the 14 August 2023 Council meeting (refer CL 14/08/2023, Item 5.06), requesting that Council adds further equipment to Wilford Reserve to accommodate for older children and enhance the experience of people who visit Wilford Reserve.

At the 14 August 2023 meeting, Council resolved:

- 1. That the petition be received and referred to the Asset Management Committee on 18 September 2023.*
- 2. That Council notify the head petitioner of Councils decision.*

Report

Located at Prior Avenue, Seaton, Wilford Reserve is a *neighbourhood* reserve, with an area of 9119m², and includes a playground, seat, turf areas, garden beds and multiple trees. The reserve also includes a footpath, providing access to the Meakin Terrace shared use path.

The closest playgrounds to Wilford Reserve on the western side of Tapleys Hill Road are at Carley Reserve (approximately 200 metres away) and Willcocks Reserve (approximately 570 metres away), which are also neighbourhood reserves. These reserves include similar play equipment to Wilford Reserve, with Willcocks Reserve also including a trampoline, spinning and rocking equipment and basketball half-court that are designed for older children. Renewal of these playgrounds is due in approximately 10 years.

In addition, Gleneagles Reserve is a *district* reserve, located approximately 500 metres away (as the crow flies), on the eastern side of Tapleys Hill Road and includes a larger playground with items that are designed for older children, including a large climbing net, carousel and basket swing. Renewal of this playground is due in approximately 10 years. It is noted that the walking distance from Wilford Reserve to Gleneagles Reserve is approximately 800 metres and requires pedestrians to cross Tapleys Hill Road at the pedestrian ramps and median refuge adjacent to the Links Hotel (346 Tapleys Hill Road, Seaton).

A map showing the location of these reserves is included as **Appendix 2**.

The playground at Wilford Reserve was renewed in the 2022/23 financial year, following community consultation in March and April 2022. A total of 240 landowners and occupiers were involved in the initial consultation stage of the project, with 11 responses supporting and four (4) responses not supporting the draft design. The primary reason for those not supporting the design was that it didn't include play equipment for older children. It is important to note that this was a playground renewal, meaning funds are allocated through Council's Asset Management Plan to renew the playground on a 'like-for-like' basis to the previous playground. It is also noted that the consultation materials were sent to the head petitioner, however a response was not received from them.

The playground at Wilford Reserve includes equipment that is designed for children between 2 to 7 years of age (generally), and includes:

- Play structure with climbing ropes and panels and two sides, including an open slide for younger children, and closed (tube) slide for older children.
- Joey, senior and hand operated swings.
- Two rockers.
- Steppers.
- New footpaths providing access to the playground, and landscaping.

A concept plan, showing the reserve layout, playground design and images of the playground at Wilford Reserve is included as **Appendix 3**. The area of the playground is approximately 210m², not including the garden bed and footpath and would increase by approximately 50m² if additional play equipment for older children was added.

The playground at Wilford Reserve is consistent with the 'Playground Planning Guide' outlined in Council's Open Space Strategy, and like most council-owned playgrounds at

neighbourhood reserves, it caters primarily for younger children as these playgrounds generally have a smaller footprint. This approach provides a balance between formal play equipment and other areas within the reserve for unstructured play, recreation and opportunities for tree and vegetation planting.

It is reasonable to assume that the new play equipment requested in the petition for Wilford Reserve would be for children 8 years of age and older. Examples of play equipment for this age group includes (but is not limited to) a flying fox, large climbing net, large basket swing or carousel and would require a budget in the order of \$40-60K, depending on what equipment is provided.

Playgrounds with these features that are close to Wilford Reserve include Gleneagles Reserve (as mentioned), Collins Reserve and Matheson Reserve, with both reserves defined as *district* and located approximately 1.5km away.

Considering the directions of the Open Space Strategy regarding playgrounds at neighbourhood reserves and the close proximity to play equipment for older children at Willcocks Reserve and Gleneagles Reserve, it is recommended that additional play equipment for older children not proceed at Wilford Reserve.

Financial and Resource Implications

Should Council choose to install additional play equipment for older children at Wilford Reserve, the cost would be in the order of \$40-60K, depending on what equipment is provided. Smaller items such as a carousel are cheaper (approximately \$20-30K), whilst a large flying fox or climbing net will be more expensive. These cost estimates include allowance for play equipment supply and installation, softfall, modifications to the irrigation system and landscaping.

Customer Service and Community Implications

There are no customer service or community implications.

Environmental Implications

There are no environmental implications.

Community Engagement/Consultation (including with community, Council members and staff)

There is no requirement for community consultation.

Risk Management/Legislative Implications

There are no risk management or legislative implications.

Conclusion

The petition received from a local resident requests that Council adds further equipment to Wilford Reserve to accommodate for older children and enhance the experience of people who visit Wilford Reserve.

Considering the directions of the Open Space Strategy regarding playgrounds at neighbourhood reserves and the close proximity to play equipment for older children at Willcocks Reserve and Gleneagles Reserve, it is recommended that additional play equipment for older children not proceed at Wilford Reserve.

Appendices

#	Attachment
1	Appendix 1 - Petition for additional equipment at Wilford Reserve
2	Appendix 2 - Map of Reserves
3	Appendix 3 - Wilford Reserve playground layout and images

APPENDIX 1

Appendix 1

To the Council of The City of Charles Sturt,

We, the undersigned residents of petition **Add Equipment To Wilford Reserve** ask the council that the City of Charles Sturt adds further equipment to Wilford Reserve to accommodate for older children and **enhance** the experience of people who visit Wilford Reserve

The contact person for this is: Frank Marino

APPENDIX 2



APPENDIX 3

Appendix 3



WILFORD RESERVE SEATON PLAYGROUND RENEWAL FINAL CONCEPT PLAN





4.62 DOG ACCESS ARRANGEMENTS AT FRANK MITCHELL PARK & WOODVILLE WEST RESERVE - COMMUNITY CONSULTATION

TO Asset Management Committee

FROM: Open Space Planner - John Wilkinson

DATE: 18 September 2023

Brief

A request has been received from FK Beograd Soccer Club (formerly known as White City) for Council to investigate options to change the current dog access arrangements at Frank Mitchell Park and Woodville West Reserve, to manage interactions between soccer players and dogs to enable these activities to occur concurrently into the future.

This report outlines the existing dog access arrangements and the request from the soccer club, and presents options for potential changes to dog access arrangements, for Council's consideration. The report also seeks Council's approval to undertake community consultation on the matter, the results of which will be presented back to Council to inform a further decision.

Recommendation

- 1. That the report be received and noted.**
- 2. That the proposed changes to dog access arrangements at Frank Mitchell Park and Woodville West Reserve in Appendix 2 be endorsed for the purposes of community engagement.**
- 3. That the City of Charles Sturt Chief Executive Officer be authorised to approve a Community Engagement Approach, outlining the methodology for community engagement on the proposed changes to dog access arrangements at Frank Mitchell Park and Woodville West Reserve.**
- 4. That a further report be brought back to the Asset Management Committee outlining the results of the community engagement and to seek Council's direction on the next steps of the proposal.**

Status

This report relates to or impacts upon the following Community Plan Objectives 2020-2027.

Our Community - A strong and connected community

People embrace healthy living, physical activity and ageing well.

Our Liveability - A liveable City of great places

A well-designed urban environment that is adaptive to a diverse and growing City. City assets and infrastructure are developed and enhanced on a strategic and equitable basis in collaboration with local communities and other relevant parties, including industry and government.

Enhance the diversity of open spaces to create innovative, accessible and flexible community spaces.

Our Leadership - A leading & progressive Local Government organisation

Open and accountable governance.

Relevant Council policies are:

- Public Consultation Policy
- Dog and Cat Management Policy

Relevant statutory provisions are:

- Local Government Act 1999
- Dog and Cat Management Act 1995

Background

Located at Todville Street, Woodville West Reserve (incorporating Frank Mitchell Park) is a highly used open space with a diverse range of uses occurring at any one time. These uses include soccer matches and training at the soccer facility (known as Frank Mitchell Park), community gardening, a playground and BBQ area, small dog park, dog exercise and general passive and active recreation. A map, including images of the site and the various uses is provided in **Appendix 1**.

FK Beograd Soccer Club (the Club) was established in 1949 and has had a presence at Woodville West Reserve and Frank Mitchell Park for over 70 years. The club currently has a licence in place for the use of the clubrooms and two soccer pitches. The terms of the licence arrangement are such that general community use is permitted on the green space outside of the times this is used for soccer.

Whilst it is not known when the current dog access arrangements were established, the current arrangements enable dogs to be exercised off lead at Woodville West Reserve and Frank Mitchell Park, however dogs must be on lead when soccer training and matches are in progress. It should be noted that Frank Mitchell Park is fully fenced, making it an attractive location for dog exercise, whilst Woodville West Reserve includes mostly post and rail perimeter fencing.

The Club advises that conflicts are often experienced with dogs off lead and soccer training activities, and Council has installed signs on all gates to the soccer area, asking that people have their dog on a lead at times when soccer is in play, however this has not rectified the situation.

The Club has now requested that council look at options to better manage dog exercise and soccer to ensure there is no conflict and both activities can occur concurrently into the future.

Report

Open Space Provision

Council recognises Woodville West Reserve and Frank Mitchell Park are important areas of open space for this community, in an area that has low open space provision and relatively high-density residential development. The diversity of use within the reserve should be both encouraged and monitored, to ensure potential conflicts do not occur.

In addition, Council's Open Space Strategy sets the direction for the provision and improvement of open space and recreation assets in the City, and Woodville West is located in Precinct D (central area), which also includes the suburbs of Royal Park, Hendon, Albert Park, Seaton, Findon, Woodville South and Beverley. Precinct D has considerably less open space than the other Precincts with only 1.67 hectares per 1,000 people (2011 analysis), and the average provision for each precinct being approximately 4 hectares per 1,000 people.

Whilst the Open Space Strategy does not provide specific directions for future upgrades at the site, it outlines the importance of quality open space provision for the Woodville West and Seaton communities.

Current Dog Ownership & Dog Park Provision

Dog ownership across the council area is increasing, as shown below by the total dog registration numbers for the City of Charles Sturt for the last 5 years:

- 2018/19 - 15,762
- 2019/20 - 16,053
- 2020/21 - 16,475
- 2021/22 - 16,960
- 2022/23 - 16,338

Dog ownership in Woodville West has experienced no significant change in the past 5 years, with 512 dogs currently registered in this suburb.

An internal review of purpose-built fenced dog parks and their provision across metropolitan Adelaide found the City of Charles Sturt has the second highest provision (behind City of Salisbury) on a per capita basis, with 8 dog parks.

In 2019, community engagement was undertaken on a proposed new dog park at Woodville West Reserve, just north of Frank Mitchell Park. Of the 91 responses, 70 (76%) supported the proposal, resulting in the dog park being constructed in 2020 (refer AM 18/11/2019, Item 3.113). It is acknowledged that this dog park is suitable for only a small number of dogs at any one time. Those who responded to the community engagement also raised concerns with changes to dog access arrangements at Frank Mitchell Park as a result of the new dog park.

In addition, the closest dog parks to Frank Mitchell Park are Woodville Oval Dog Club (1.4km) and St Clair (2.5km) as the crow flies.

Proposed Dog Access Changes at Frank Mitchell Park and Woodville West Reserve

The Club advises that conflicts are often experienced with dogs off lead and soccer training activities, including clashes with players and owners not picking up dog waste, leading to difficult conversations between the Club and community. It is noted that this is based on anecdotal evidence only and council has no records of complaints or reports from council's Community Safety team.

An option (**Option 1**) to improve the current situation has been considered and outlined in **Appendix 2**.

This option involves:

- making the 'on lead only' area for dogs within the main pitch of the licenced area (area A in **Appendix 2**).
- defining the soccer pitch to the west of the main playing field for 'off lead' dog area outside of soccer use times (area B in **Appendix 2**).
- creating a new fenced area to the north of the main playing field for off lead dog exercise (area C in **Appendix 2**).

Advantages:

- The new area (C) would provide a large space for dogs, close to the existing dog park and be accessible all year round.
- Off lead dogs are able to use the reserve during times of soccer use.
- Behaviour of dogs and people likely to improve when dogs are on lead.
- Reduces the conflict between sport and dog exercise.
- 'On lead' area would also create an area for passive/ mixed use recreation (ie. small children in a safe space with all dogs on leads).
- An 'on lead' area would require a change to the by-laws including council reporting, support and community consultation.

Disadvantages:

- Potentially alienates an area of land that is currently used for general community use (C).
- Different times of use for the different on / off lead areas may be confusing.
- Adjacent residents and existing dog owners may not be supportive.
- Will potentially require a 24/25 budget bid and not be implemented until late 2024, unless savings can be found to undertake it sooner.
- Previous consultation on the Woodville West Dog Park identified concerns with changes to dog access at Frank Mitchell Park and dogs being close to the community garden, where chickens had been impacted.
- Will require education and behavioural change and compliance for dog users.
- Would require additional monitoring from community safety if implemented.

It is also proposed that a further option (**Option 2**) is presented to the community for consideration, which proposes that no changes are made to the existing access arrangements at either Frank Mitchell Park and Woodville West Reserve.

Community engagement will be an important step in understanding the level of support for changing the current dog access arrangements at this site. Should Council endorse community engagement to occur on the options, it is noted that further community engagement may be required to change the By-law regarding dog off lead areas at this site, depending on Council's decision following the outcomes of this community engagement, with further details regarding this engagement to be included in a further report to Council.

Financial and Resource Implications

The cost of undertaking community consultation is approximately \$2,000, with costs including staff time, printing letters and signs and undertaking a mail drop to properties within approximately 300 metres of the site.

Subject to the results of community consultation and Council approval, the approximate cost of implementing the changes to dog access at Woodville West Reserve is as follows:

- Option 1 - \$70,000
 - Chain wire fencing 1.2m high, including a new fenced area within Woodville West Reserve and fenced area on the west side of Frank Mitchell Park.
- Option 2 - No cost.

The provision of funding to implement Option 1 would need to be considered as part of Council's 2024/25 budget preparations and, if endorsed, works would be undertaken in approximately late 2024.

Customer Service and Community Implications

Changes to the existing dog access arrangements at Woodville West Reserve and Frank Mitchell Park will have implications for the community, as outlined above. Community engagement will be an important step in understanding the views of the community and informing further decisions of Council.

Environmental Implications

There are no environmental implications.

Community Engagement/Consultation (including with community, Council members and staff)

Community engagement on changes to existing dog access arrangements at Woodville West Reserve and Frank Mitchell Park will be an important step in understanding the views of the community and will be undertaken in accordance with Part 3 of Council's Public Consultation Policy,

The objectives of the Community Engagement Approach are to ensure:

- Information is provided to the Charles Sturt community regarding the proposal and why it's being considered.
- The community has easy access to the appropriate project information and equal opportunity to share their opinions on the project.
- That the process builds positive relationships between Council and the community, and positions Charles Sturt as an organisation that is providing sound management decisions.

It is proposed that letters outlining the proposal and options, as well as a hard copy feedback form be provided to residents within 300 metres of Woodville West Reserve and Frank Mitchell Park. Signs will also be placed around the site to promote the engagement. The information and feedback form will also be made available via Council's Your Say website, which will include a requirement for respondents to provide their postcode to understand their proximity to the reserves.

Should Council endorse community engagement to occur on the options, it is noted that further community engagement may be required to change the By-law regarding dog off lead areas at this site, depending on Council's decision following the outcomes of this community engagement, with further details regarding this engagement to be included in a further report to Council.

Risk Management/Legislative Implications

The proposal is consistent with the Community Land Management Plan (CLMP) for Woodville West Reserve and Frank Mitchell Park, however changes to the relevant By-law and the Club's licence may be required, depending on the outcome of community engagement and future Council's decision(s), to be outlined in a further report to Council.

Whilst community engagement on the changes to dog access arrangements will provide Council with an understanding of community sentiment regarding this matter, it may cause negative reactions, including between the community and the Club, and/or media attention. Should Council endorse changes to dog access arrangements at the site, a detailed risk management plan will be undertaken.

Conclusion

A request has been received from FK Beograd Soccer Club (formerly known as White City) for Council to investigate options to change the current dog access arrangements at Frank Mitchell Park and Woodville West Reserve. Whilst the current dog access arrangements have been in place for some time and a new dog park has recently been established at the site, the Club would like to investigate changes in order to manage interactions between soccer players and dogs to enable these activities to occur concurrently into the future. This report seeks Council's approval to undertake community consultation on the matter, the results of which will be presented back to Council to inform a further decision.

Appendices

#	Attachment
1	Appendix 1 - Map and images of Woodville West Reserve and Frank Mitchell Park
2	Appendix 2 - Proposed dog access changes options 1 and 2

APPENDIX 1

Appendix 1 – Woodville West Reserve and Frank Mitchell Park layout



View of Frank Mitchell Park, looking north from Todville Street:



View of Woodville West Reserve, looking west from Todville Street:



View of Woodville West Reserve, looking south from corner Todville and Elizabeth Streets:



Source: Google maps, April 2023

APPENDIX 2

Appendix 2 – Proposed Changes to Dog Access Arrangements

Option 1

Make 'on lead only' area for dogs within the main pitch of the licenced areas (A), define the soccer pitch to the west of the main playing field for 'off lead' dog area outside of soccer use times (B) and create a new fenced area to the north of the main playing field for off lead dog exercise (C).



Option 2

No changes to current dog access arrangements at both Frank Mitchell Park and Woodville West Reserve.



4.63 ROAD CLOSURE – PORTIONS OF SECOND STREET, BOWDEN

TO Asset Management Committee

FROM: Transport & Lighting Officer - Catherine Matej

DATE: 18 September 2023

Brief

This report recommends that a Road Process Order be made to close Lot 1 and 2 in FP 27210 of Second Street in Bowden marked as 'A' in the Final Plan in Appendix 1 of this report.

Recommendation

- 1. That prior to making a decision in accordance with section 13 of the Roads (Opening and Closing) Act 1991, Council notes that no objections were received from public service authorities and that no public submissions were received in relation to the proposed closure of the portion of Second Street in Bowden, marked 'A' in the Preliminary Plan contained within Appendix 1 of this report.**
- 2. That pursuant to section 13 of the Roads (Opening and Closing) Act, Councils makes a Road Process Order to close the portion of Second Street in Bowden marked 'A' in the Final Plan in Appendix 1.**
- 3. That pursuant to section 193(4a) of the Local Government Act 1999, Council excludes the closed portion of Second Street from Community Land classification to enable amalgamation with the adjoining allotment under MAB ownership.**
- 4. That the Mayor and Chief Executive Officer affix the Council seal and sign all documents relating to this matter (or to facilitate these recommendations).**
- 5. That Council authorises the Mayor and Chief Executive Officer to enter into all Conveyancing Transactions relevant to this matter and to sign all documents and provide such information as required to effect such Conveyancing Transactions.**

Status

This report relates to or impacts upon the following Community Plan Objectives 2016-2027.

Our Liveability - A liveable City of great places

City assets and infrastructure are developed and enhanced on a strategic and equitable basis in collaboration with local communities and other relevant parties, including industry and government.

Drive an integrated, responsive transport system and well-maintained network of roads and paths that facilitate safe, efficient and sustainable connections.

Relevant Council policies are:

- Nil

Relevant statutory provisions are:

- Roads (Opening and Closing) Act 1991
- Local Government Act 1999 (SA)

Background

Council endorsed commencing the process under the Roads (Opening and Closing) Act 1991 to close Lot 1 and 2 in FP 27210 of Second Street, Bowden (refer AM 20/03/23; Item 4.18 and CL 28/03/23; Item 2.2.1).

Report

A preliminary plan for the Second Street road closure was lodged with the Surveyor General in accordance with the requirements of the Roads (Opening and Closing) Act 1991. The portion of road proposed to be closed is marked 'A'. The notification process required under the Act was undertaken and the consultation period has now closed. Details of the public notification are included in **Appendices 2 and 3**. One submission of support (from Renewal SA) and an initial submission of interest from APA (gas) which was subsequently removed following further review. No other submissions from public service authorities or members of the public were received. Details of the public submissions are included in **Appendices 4 and 5**.

The Final Plan for the road closure (refer to **Appendix 1**) will be signed by the Chief Executive Officer if Council endorses making the Road Process Order to close the road.

Exclusion from Community Land

Section 193 (4a) of the Local Government Act 1999 states that "land which formed a road or part of a road that is vested in a council after the closure of the road under the Roads (Opening and Closing) Act 1991 is taken to have been classified as community land unless the council resolves before, or at the time of, the making of the relevant Road Process Order under that Act that it is to be excluded from classification as community land under this section".

The purpose of the Second Street road closure is to transfer ownership to the adjoining landowner (MAB), so Council must resolve to exclude the closed road from the community land classification (Recommendation 3).

Financial and Resource Implications

If the road closure is approved by the Minister, Council will cover the cost of preparation of any contract documents (should Council endorse proceeding with the process to close the road) using existing operational budgets.

Customer Service and Community Implications

The proposed road closure removes Council's maintenance responsibility over a portion of land which is of little use to the public.

There are no other customer service or community implications.

Environmental Implications

There are no environmental implications.

Community Engagement/Consultation (including with community, Council members and staff)

The notification process under the Roads (Opening & Closing) Act has been conducted. This included letters to land owners adjoining the portion of road to be closed, as well as cause notices of the road closure proposal placed in the Government Gazette on Thursday 27 April 2023. Public notification documents are contained in **Appendices 2 and 3**.

Risk Management/Legislative Implications

The process for undertaking a Road Closure is included in Appendix 6. Once Council makes the Road Process Order to close the road, the Surveyor General will check that proper process has occurred and that the action has public benefit and will then make a recommendation to the Minister.

The Minister will then advise Council of the decision. If the Minister agrees to close the road, the Registrar General will Gazette the order. At the end of this process, the portion of Second Street land will be transferred to the adjoining allotment under MAB ownership.

Conclusion

In accordance with a previous decision, the Council has entered into a Preliminary Agreement as allowed in Part 3, clause 12 of the Roads (Opening and Closing) Act 1991 for the sale of the land. It is now recommended that Council make the Road Process Order to close the portion of Second Street, Bowden, marked 'Closed Road' in the Final Plan contained within **Appendix 1** of this report.

Appendices

#	Attachment
1	Appendix 1 - Road Closure Bowden - Final Plan
2	Appendix 2 - Road Closure Bowden - Notification Letter - Alexander Symonds Surveying Consultants
3	Appendix 3 - Road Closure Bowden - Gazette Notice
4	Appendix 4 - Road Closure Bowden - Renewal SA - Letter of Support for Road Closure
5	Appendix 5 - Road Closure Bowden - APA - Letters - Objection and Objection Removed

APPENDIX 1

PURPOSE:	ROADS (OPENING & CLOSING) ACT 1991	AREA NAME:	BOWDEN	APPROVED:	
MAP REF:	6628/41/D	COUNCIL:	CITY OF CHARLES STURT	DEPOSITED/FILED:	
LAST PLAN:		DEVELOPMENT NO:			SHEET 1 OF 2
					118582_text_01_v01

AGENT DETAILS:	ALEXANDER & SYMONDS PTY LTD 1ST FLOOR 11 KING WILLIAM ST KENT TOWN SA 5067 PH: 81301666 FAX: 83620099	SURVEYORS CERTIFICATION:	
AGENT CODE:	ALSY		
REFERENCE:	20A2860LTO-RD(A)		

SUBJECT TITLE DETAILS:

PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER
PT CT	6281	55		ALLOTMENT(S) (ROAD)	2	F	27210 YATALA		
PT CT	5233	129		ALLOTMENT(S)	13	F	125475 YATALA		

OTHER TITLES AFFECTED:

EASEMENT DETAILS:

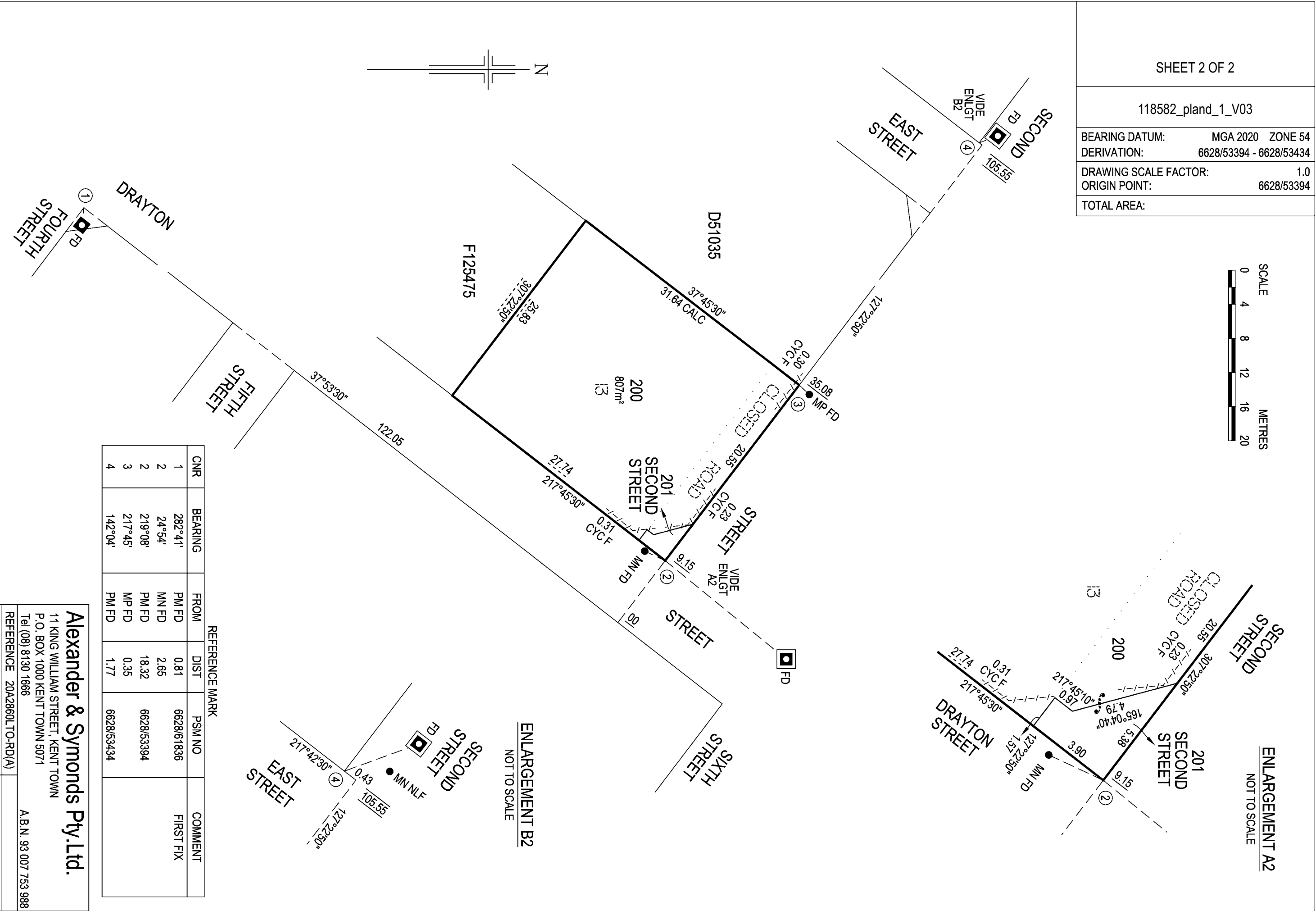
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION

ANNOTATIONS: PP 23/0008

Approved by Council

/ /

BEARING DATUM:	MGA 2020	ZONE 54
DERIVATION:	6628/53394 - 6628/53434	
DRAWING SCALE FACTOR:	1.0	
ORIGIN POINT:	6628/53394	
TOTAL AREA:		

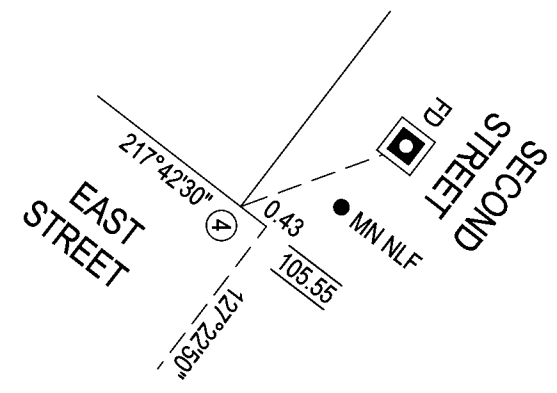


ENLARGEMENT A2
NOT TO SCALE

ENLARGEMENT B2
NOT TO SCALE

CNR	BEARING	FROM	DIST	PSM NO	COMMENT
1	282°41'	PM FD	0.81	6628/61836	FIRST FIX
2	24°54'	MN FD	2.65	6628/53394	
3	219°08'	PM FD	18.32	6628/53394	
4	217°45'	MP FD	0.35		
	142°04'	PM FD	1.77	6628/53434	

REFERENCE MARK



Alexander & Symonds Pty.Ltd.
 11 KING WILLIAM STREET, KENT TOWN
 P.O. BOX 1000 KENT TOWN 5071
 Tel (08) 8130 1666
 REFERENCE 20A2860L.TO-RD(A)
 PAP 27/06/2023
 A.B.N. 93 007 753 988

APPENDIX 2

27 April 2023

Our Reference: 20A2860.RDCL1

Dear Sir/Madam,

The City of Charles Sturt proposes to close and sell to the adjoining owner the public road shown lettered and delineated on the accompanying preliminary plan and described in the copy of the advertised public notice.

A copy of the plan and statement of persons affected are available for public inspection at the Council office, 72 Woodville Road Woodville, or at the office of the Surveyor-General at 101 Grenfell Street Adelaide during normal office hours. The Preliminary Plan can also be viewed at www.sa.gov.au/roadsactproposals.

Any person affected by the proposed closure is entitled to object or to apply for an easement to be granted in that persons favour over the subject land.

The objection or application for an easement must set out in full the *(name and address)* of the person making the submission.

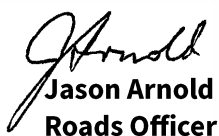
All submissions must give full details of the nature and location of the desired easements and extent to which other land is affected.

Written submissions must be made to the Council office at PO Box 1 Woodville SA 5011 and to the Office of the Surveyor-General at Level 10, 83 Pirie Street Adelaide or PO Box 1815 Adelaide SA 5000 and be served within 28 days of the date of the last publication of the public notice, otherwise it is not valid. If it is desired to support any submission personally or by representation you should advise Council accordingly and you will be advised if a meeting is required to consider such submissions.

Once a decision is made by the said Council to either make the Road Process Order, vary the proposal or discontinue the matter, any person who made a submission will be notified accordingly by Council.

Yours faithfully

Alexander & Symonds Pty Ltd
(On behalf of the Council)



Jason Arnold
Roads Officer

APPENDIX 3

CITY OF CHARLES STURT
ROADS (OPENING AND CLOSING) ACT 1991
Road Closing—Second Street, Bowden

NOTICE is hereby given, pursuant to Section 10 of the *Roads (Opening and Closing) Act 1991* that the City of Charles Sturt proposes to make a Road Process Order to close and transfer to the adjoining owner of allotment 13 in F125475, more particularly delineated and lettered 'A' on Preliminary Plan 23/0008.

A copy of the Preliminary Plan, and a statement of persons affected, are available for public inspection at the City of Charles Sturt located at 72 Woodville Road Woodville or at the Adelaide office of the Surveyor-General, Level 10, 83 Pirie Street Adelaide during normal office hours. The Preliminary Plan can also be viewed at www.sa.gov.au/roadsactproposals.

Any application for easement or objection must set out the full name, address and details of the submission and must be fully supported by reasons. The application for easement or objection must be made in writing to the City of Charles Sturt, PO Box 1 Woodville SA 5011, WITHIN 28 DAYS OF THIS NOTICE, and a copy must be forwarded to the Surveyor-General at PO Box 1815, Adelaide 5000. Where a submission is made, the Council will give notification of a meeting at which the matter will be considered.

Dated: 27 April 2023

PAUL SUTTON
Chief Executive Officer

APPENDIX 4



Ref:

Mr Paul Sutton
Chief Executive Officer
The City of Charles Sturt
PO Box 1
Woodville
South Australia 5011

Dear Paul,

Letter of Support - Road Closing – Second Street, Bowden

I refer to the recent notice published in the South Australian Government Gazette on 27 April 2023 regarding the proposed closure of a portion of Second Street, Brompton in accordance with the *Roads (Opening and Closing) Act 1991*.

On behalf of the adjoining landowner, Urban Renewal Authority (Renewal SA) I confirm that I have no objection to the proposed road closure.

As further context I can also confirm that the proposed road closure is in accordance with the Bowden Project Master Plan and the associated Brompton Gasworks Master Plan. This portion of road is required to be amalgamated with the adjacent land that is subject to an executed Land Contract and associated Development Deed executed between MAB Corporation and Renewal SA to facilitate the Brompton Gasworks Master Plan project as announced by Government in December 2022.

Should Council have any queries in respect to the broader precinct planning and status required to support Council's timely consideration of this matter please contact the undersigned.

Yours sincerely,

Chantal Milton
Project Director Bowden
Email~ chantal.milton@sa.gov.au
M~ 0409 648 573

Cc: Surveyor-General
PO BOX 1815
Adelaide 5000

11/05/2023



APPENDIX 5



2nd May 2023

City of Charles Sturt
PO Box 1
Woodville, SA 5011

To whom it may concern,

PROPOSED ROAD CLOSURE – Second St, Bowden– PP 23/0008

Australian Gas Networks (SA) Ltd / APA Group have identified a 63mm Polyethylene High Pressure Gas Main within the proximity of the proposed road closure at Second St, Bowden and would object to this proposed closure until the gas main alignment is confirmed.

Should the gas main be located within the portion of road to be closed, it will need to be relocated to a position outside the road closure area, the costs to undertake these works would be borne by third parties and be conditional on the removal of any objections.

Australian Gas Networks (SA) Ltd is the owner of the gas distribution networks in South Australia. APA Group has been appointed by Australian Gas Networks (SA) Ltd to operate and manage these gas network assets on their behalf.

Should you require additional information or clarification, I can be contacted on the number below.

Kind Regards,

Daniel Cooper
Technical Officer – Third Party Works

APA Group
Planning and Integrity
330 Grange Rd, Kidman Park SA 5025
PO Box 171, Findon SA 5023

p +61 08 8159 1739
e daniel.cooper@apa.com.au
w www.apa.com.au



15th May 2023

City of Charles Sturt
PO Box 1,
Woodville, SA 5011

To whom it may concern,

PROPOSED ROAD CLOSURE – Second St, Bowden – PP 23/0008

Australian Gas Networks (SA) Ltd / APA Group had identified a 63mm Polyethylene High Pressure Gas Main within the proximity of the proposed road closure at Second St, Bowden.

On 2nd May 2023 APA objected to the proposal to close a portion of Second St, Bowden due to the abovementioned infrastructure at the location. Upon further investigation it has been proven the boundary of the proposed road closure excludes the gas infrastructure and as a result, the previous objection can now be removed.

Australian Gas Networks (SA) Ltd is the owner of the gas distribution networks in South Australia. APA Group has been appointed by Australian Gas Networks (SA) Ltd to operate and manage these gas network assets on their behalf.

Should you require additional information or clarification, I can be contacted on the number below.

Kind Regards,

Daniel Cooper
Technical Officer – Third Party Works

APA Group
Planning and Integrity
330 Grange Rd, Kidman Park SA 5025
PO Box 171, Findon SA 5023

p +61 08 8159 1739
e daniel.cooper@apa.com.au
w www.apa.com.au

4.64 WEST BEACH SURF LIFE SAVING CLUB - NEW LICENCE

TO Asset Management Committee

FROM: Property Management Officer - Nadia Nuzzo

DATE: 18 September 2023

Brief

This report serves to consider the proposed Community Engagement Approach for a new 15 year licence for West Beach Surf Life Saving Club.

Recommendation

- 1. That the report be received and noted**
- 2. That the proposed Community Engagement Approach (Appendix 1) is accepted and subsequently undertaken to consider granting a fifteen (15) year licence to the West Beach Surf Life Saving Club for their new building located at Lot 652 Seaview Road, West Beach.**
- 3. That a further report is presented to the Asset Management Committee to consider the consultation outcomes.**

Status

This report relates to or impacts upon the following Community Plan Objectives 2020-2027.

Our Community - A strong and connected community

In our City no one gets left behind; everyone has access to quality resources, services, programs, information and social infrastructure to fully participate in their community.

Our Liveability - A liveable City of great places

City assets and infrastructure are developed and enhanced on a strategic and equitable basis in collaboration with local communities and other relevant parties, including industry and government.

Our Economy - An economically thriving City

The Western Region economy is promoted through leadership and collaboration across all stakeholders and our community.

Our Leadership - A leading & progressive Local Government organisation

Our values, leadership and collaborative approach are bold and courageous and enables us to deliver value for our Community and create a leading liveable City.

Relevant Council policies are:

- Community Land Management Plan
- Sporting and Community Club Fees Policy 2023
- Public Consultation Policy

Relevant statutory provisions are:

- Local Government Act 1999

Background

The West Beach Surf Life Saving Club (WBSLSC) is dedicated to providing a service to the people of its community and to all others that use the beach. The Club has been providing volunteer surf life saving patrols since 1956 and proudly affiliate with Surf Life Saving Australia as part of the largest volunteer organisation in Australia.

The WBSLSC is located on Crown Land which is under the care, control and management of Council. The existing clubroom location also forms part of 'Community Land at Coastal Reserve, West Beach'. The WBSLSC is one of four surf life saving clubs situated within the City of Charles Sturt and is the final club to be upgraded within the Council area.

Council endorsed to redevelop the WBSLSC after an update on design on 10th May 2021 (CL Minutes 10/5/2021, Item 6.40) where concepts were revealed and subsequently construction is currently under way and scheduled for completion in mid November 2023.

The previous licence between WBSLSC and Council was for a 5 plus 5 year term commencing 1 January 2011, with the option to renew expiring 31 December 2020. The 'holding over' clause within the existing licence was implemented during the last 12 months, as the demolition of their existing Clubroom was imminent.

The Club is now seeking a new fifteen (15) year licence to commence 1 December 2023, or upon completion of the new build.

Report

The WBSLSC is presently being redeveloped. The Club has requested a further licence for the future use of the new building, with the term requested being for a period of 15 years (**Appendix 2**). This licence term aligns with the Clubs loan term that Council has recently resolved to act as a guarantor (refer CL 25/7/2022, Item 11.08).

Although situated on community land, as the request for a licence is greater than a five year period, Council must consult on the term of the licence in accordance with the Local Government Act and its Public Consultation Policy.

Financial and Resource Implications

The Clubs annual licence fee will be set in accordance with Council's Sporting and Community Clubs Fees Policy.

Customer Service and Community Implications

The WBSLC is a highly valued service organisation, offering emergency services, community facilities and a popular café stop along the coast park. The existing Clubroom has come to the end of its useful life and is no longer able to cater effectively for the growing number of members who are actively engaged in surf lifesaving activities. The Club is also a hub for community activities. It is anticipated that the redevelopment of the clubrooms will contribute significantly to strengthening these strong existing community connections.

Environmental Implications

There are no environmental implications.

Community Engagement/Consultation (including with community, Council members and staff)

Section 202 of the Local Government Act states:

A Council may grant a lease or licence over Community land that forms part of a park or reserve. Before Council grants a lease or licence relating to community land, it must follow relevant steps set out in its Public Consultation Policy.

Public consultation is proposed to be undertaken in line with the proposed Community Engagement Approach (refer **Appendix 1**).

Risk Management/Legislative Implications

There are no risk management or legislative implications.

Conclusion

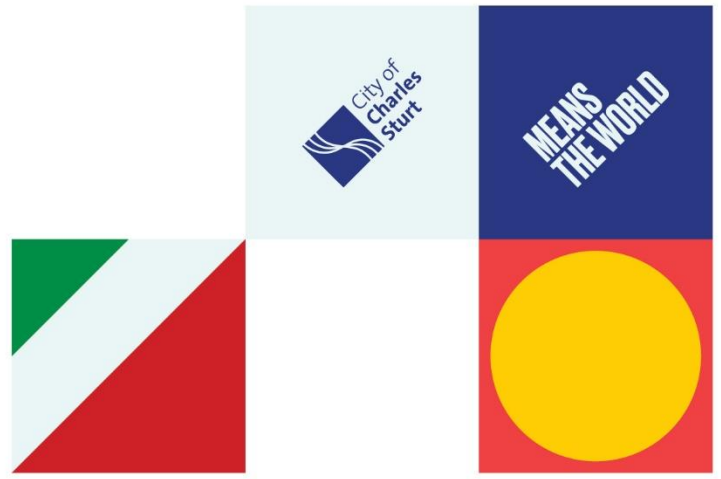
Due to the continued commitment towards providing life saving assistance for the general community and ongoing relationship with City of Charles Sturt as reflected by previous commitment through Council resolutions and funding commitments, it is recommended that the Community Engagement Approach is undertaken with the intent to grant a new fifteen (15) year licence term for the WBSLSC for the new West Beach Surf Life Saving Club building, due for completion in mid November 2023.

It is recommended that a further report is presented to the Asset Management Committee to consider these consultation outcomes.

Appendices

#	Attachment
1	Appendix 1 - Community Engagement Approach - West Beach Surf Life Saving Club
2	Appendix 2 - Letter from WBSLSC Requesting Licence

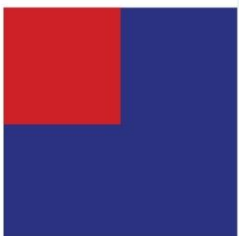
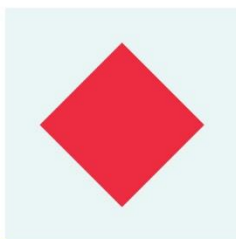
APPENDIX 1



Community Engagement Approach for West Beach Surf Life Saving Club – New Licence

September 2023

Contact: Nadia Nuzzo
Property Management Officer
Property Services
PH: 08 8408 1111
nnuzzo@charlessturt.sa.gov.au



Community Engagement Approach for a new licence for West Beach Surf Life Saving Club

1. Purpose and Objectives

The purpose and objectives of this Community Engagement Approach is to outline the proposed community engagement approach in relation to the new licence for West Beach Surf Life Saving Club (WBSLSC).

The project is a matter set out in Part 2 of Council’s Public PCP and accordingly the public consultation steps for this project have been determined by Council on a discretionary basis.

2. Project Background

That the West Beach Surf Life Saving Club be granted a building and ground Licence for the use of building located at Lot 652, Seaview Road, West Beach for a period of fifteen (15) years subject to the outcome of Public Consultation in line with Section 202 of the Local Government Act 1999 and Council’s Public Consultation Policy.

That Council endorse the Community Engagement Approach for the proposed licence of Community Land, with a further report presented to Council for consideration of the consultation outcome to enable execution of the Licence.

3. Consultation Scope

Under the Local Government Act 1999, consultation is required as per Council’s Public Consultation Policy where land is to be alienated by way of licence for longer than 5 years. WBSLSC has requested a fifteen (15) year Licence.

4. Communities of Interest

Key stakeholders and communities of interest for this project include:

- Mayor and Elected members
- Relevant associations, or other key stakeholder groups
- Sporting and Community Clubs
- Local community members.

5. Planning Community Engagement and Timeframe

The scope for community engagement includes the following steps and timing.

Step	Title	Description	Timeframe
1.	Prepare Approach	Prepare a community engagement approach in relation to the matter.	September 2023
2.	Authorise Approach	Obtain authorisation of the community engagement approach from the CEO or Council	September 2023
3.	Undertake Community Engagement	The engagement activities include the following minimum statutory requirements under the Local Government Act 1999, Council’s PCP; and additional engagement activities beyond the Act and PCP.	September 2023

		Minimum statutory requirements under the Act and PCP <ul style="list-style-type: none"> • On-line advertisement in local Advertiser – Public Notice • Advertisement on Council’s website and Yoursay • Letters to local residents 	
4.	Consider Submissions	Consider written submissions received.	September 2023
5.	Prepare Report	Prepare a report for Council which: <ul style="list-style-type: none"> • Summarises the community engagement process and outcomes; • Presents information in the broader context of the matter; and • Makes recommendations for Council to consider when deciding on the matter. 	October 2023
6.	Council Decision	Council members will consider the report and recommendation(s) and decide on the matter. The right of a member of the community to address Council by way of deputation in support of any written submission may be granted at the discretion of the Mayor.	October 2023
7.	Communicate Decision	Following the decision making process, communicate the decision by: <ul style="list-style-type: none"> • Letter to all persons who submitted submission 	October 2023

Levels of Engagement

The level of engagement for this project is “**consult**” given the:

- Multiple issues within a localised community.
- Moderate degree of complexity across a broad community of interest.
- Moderate degree of impact on the community.
- Clear process forward or clear options for the way forward.

Communication and Engagement Techniques and Promotions

- On-line Notice in the Advertiser – Public Notices.
- City of Charles Sturt website and Your Say Charles Sturt
- Letter to local residents and nearby emergency service providers (Council owned Surf Life Saving Clubs).

Notice of Proposal

New Licence – West Beach Surf Life Saving Club

Notice is hereby given that, pursuant to the provisions of Section 202 of the Local Government Act 1999, the City of Charles Sturt proposes to grant a fifteen (15) year Licence for:

Use of the new West Beach Surf Life Saving Club located at Lot 652 Seaview Road, West Beach

The plan of the area, the subject of the proposal, can be inspected at the Civic Centre, 72 Woodville Road, Woodville, and www.charlessturt.sa.gov.au

A copy of the plan will be sent to interested persons on request.

Feedback for the proposal may be submitted via the Council website <https://www.yoursaycharlessturt.com.au> or written submissions should be sent to the Chief Executive Officer, PO Box 1, Woodville 5011 by _____

We will advise those who have made submissions when the proposal will be considered by Council.

For further information contact Nadia Nuzzo on 8408 1111, email nnuzzo@charlessturt.sa.gov.au

PAUL SUTTON, Chief Executive Officer

6. Reporting on Community Engagement

All submissions/feedback received will be reviewed and a report submitted to Committee with recommendation for future licence agreement. Persons providing a submission will be given the opportunity to make deputation to the Committee at the discretion of the Chair of the committee and the members.

7. Budget

The resources required to plan, deliver and report on the public consultation of the proposed West Beach Surf Life Saving Club Licence:

Resource Requirement	Budget Estimate
Internal administration costs associated with drafting the CLMP and preparation of associated key messages and documents	Covered by recurrent operational budget
On-line notice in the Advertiser	\$1,500
Use of City of Charles Sturt website, Charles Sturt YourSay site, and City of Charles Sturt's social media platforms	Covered by recurrent operational budget
Total	\$1,500

8. Risk Management

The key issues and risks for Council if a community engagement approach is not delivered, or not delivered well, include:

- Balancing individual views with broader community views.
- Community satisfaction.
- Failing to understand community sentiments on a project.
- Impacts associated with project delays.
- Media interest.
- Reputational risks.

9. Approval of the Community Engagement Approach

Seek Council approval for the community engagement approach.

APPENDIX A – PLAN OF PREMISES

- 1. New retaining wall
- 2. Shared path
- 3. Turf
- 4. Bins storage
- 5. Existing path



not to scale

07.2023



**WEST BEACH SURF LIFESAVING CLUB
WEST BEACH**

APPENDIX 2

West Beach Surf Life Saving Club
Corner of Seaview and West Beach Roads
West Beach, SA, 5024

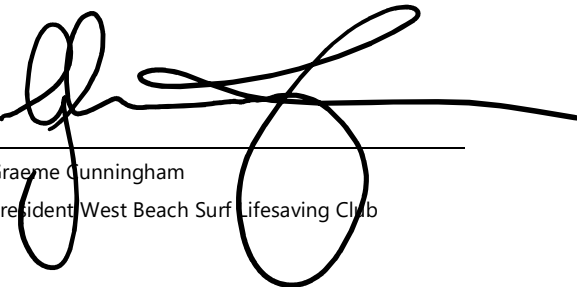


Ref: West Beach Surf Lifesaving Club Licensing Agreement

Dated: 11th September. 2023

To Charles Sturt Council,

In reference to the licensing Agreement between West Beach Surf Lifesaving Club and the Charles Sturt Council for the West Beach Surf Lifesaving Club located at the corner of West Beach Road and Seaview Road. The West Beach Surf Lifesaving Club request that the Licencing Agreement be extended to a 15-year period to ensure the license period covers the term of West Beach Surf Lifesaving Clubs bank loan on the property located at these premises.

X 

Graeme Cunningham
President West Beach Surf Lifesaving Club

4.65 FINDON LIBRARY NEW FIVE-YEAR LEASE AGREEMENT

TO Asset Management Committee

FROM: Senior Commercial Management Property Officer - Di Clayton

DATE: 18 September 2023

Brief

This report is to advise of Councils intent to enter into a new five year lease for the continuing Findon Library tenancy in the Findon Shopping Centre - Shop 53, 303 Grange Road, Findon.

Recommendation

- 1. That council receives and notes this report to enter into a new five (5) year lease commencing 1 August 2023 and expiring 31 July 2028 for the Findon Library.**
- 2. That the current base rent of \$205,254.00 per annum with CPI annual rent reviews and Outgoings of \$72,938.39 per annum be accepted.**
- 3. That the Mayor and Chief Executive Officer be authorised to sign and affix the Council seal on any related lease documents.**

Status

This report relates to or impacts upon the following Community Plan Objectives 2020-2027.

Our Community - A strong and connected community

Charles Sturt is made up of strong and vibrant communities; we celebrate our identity; heritage and cultural diversity. People feel a sense of belonging, inclusion and social connectedness.

Our Liveability - A liveable City of great places

Support diverse events and experiences that bring people together and contribute to the history, culture and vitality of our neighbourhoods.

Our Environment - An environmentally responsible & sustainable City

Charles Sturt is recognised as a leading partner and educator pursuing a sustainable future with our community.

Our Economy - An economically thriving City

Local businesses and entrepreneurial activities flourish through the support, engagement and relationships that are developed and maintained.

Our Leadership - A leading & progressive Local Government organisation

We provide excellence in customer experience by ensuring our customers are at the heart of everything we do.

Relevant Council policies are:

- Asset Management Policy
- Library Policy

Relevant statutory provisions are:

- Retail and Commercial Leases Act 1995
- Local Government Act 1999

Background

Council approved the current lease at the Findon Shopping Centre for Library use from 1 August 2007 for five years with a five year option for renewal on the original term. Council staff exercised the Option of Renewal for a further five years by giving the appropriate notice in 2011. The Lessor presented their proposal for the new rent in June 2012 which was an increase of over 9.7% which was considered unreasonable and negotiations were undertaken over several months resulting in an acceptable offer being achieved. The Lessor then proposed a 5% increase with annual CPI increases for all subsequent years.

This resulted in a variation of the lease from 1 August 2012 for a further one year with a new expiry date of 31 July 2018 with a variation for a further option of renewal exercised for a final 5 year term expiring on 31 July 2023.

Officers have provided the lessor with notice of intention to enter into a new lease for a 5 year period following expiry of the current lease commencing 1 August 2023 and expiring 31 July 2028 for the Findon tenancy.

Report

The Lessor presented their proposal for the new five (5) year lease in May 2023 with rent of \$215,516.66 per annum exclusive of GST and proposed outgoings of \$72,938.39 per annum which was an increase of 5% on current rent. The landlord did not present a Market Rent Review or valuation to justify the proposed new rent.

Officers obtained an independent valuation report which shows that the proposed 5% review to CPI would normally be reasonable in the context of the March quarter CPI results at 7.9% if the rent was already at a market level. As the outgoing lease had no automatic extension or right of renewal officers had no opportunity to go to market determination thus making a fair negotiation to market very difficult.

A recommendation to request the rent be capped at the current passing rent of \$205,254.00 exclusive of GST was made and officers duly communicated this request to the landlord which has been accepted.

Financial and Resource Implications

The proposed rent of \$205,254.00 per annum exclusive of GST is the same as the current rent with no increase this financial year. The proposed outgoings are \$72,938.40 per annum exclusive of GST which is the same as is currently being paid. The rent proposal has been included in the Council Budget for 2023/2024 process. Officers consider the proposed rate of rent and outgoings for the library facility to be fair given the current market conditions. The outgoings proposed for the next 5 year period are in line with the current outgoings being paid by other tenants in the same location as the library premises.

Customer Service and Community Implications

There are no customer service or community implications.

Environmental Implications

There are no environmental implications.

Community Engagement/Consultation (including with community, Council members and staff)

There is no requirement for community engagement or consultation.

Risk Management/Legislative Implications

There are no risk management or legislative implications.

Conclusion

Following the lease terms and confirmation from the Lessor, officers have notified the lessor that council proposes to enter into a further five year lease term at a lease rate of \$205,254.00 excluding GST. Officers request that council accept and note this report.

4.66 VARIATION TO LICENCE AREA - HENLEY COMMUNITY GARDEN - CHAMBERS RESERVE, HENLEY BEACH

TO Asset Management Committee

FROM: Senior Commercial Management Property Officer - Di Clayton

DATE: 18 September 2023

Brief

The Henley Community Garden Group incorporated located on portion of Chambers Reserve, Henley Beach have sought Council support to increase the area of their established garden by approximately 40 square meters (**Appendix 1**) to allow for better storage and ease of use of the facility.

The community garden group hold a licence for 5 years commencing on 1 July 2019 to 20 June 2024 to use portion of this reserve.

This report seeks to gain approval for the expansion of the garden area and to amend their licence agreement to reflect this.

Recommendation

- 1. That the report be received and noted**
- 2. That council approve the increase in area by approximately 40 square metres as requested by the Henley Community Garden Group Inc.**
- 3. That council delegate the CEO to sign the variation documentation to increase the area in their licence.**

Status

This report relates to or impacts upon the following Community Plan Objectives 2020-2027.

Our Community - A strong and connected community

Charles Sturt is made up of strong and vibrant communities; we celebrate our identity; heritage and cultural diversity. People feel a sense of belonging, inclusion and social connectedness.

Our Liveability - A liveable City of great places

A well-designed urban environment that is adaptive to a diverse and growing City.

Our Environment - An environmentally responsible & sustainable City

Charles Sturt is recognised as a leading partner and educator pursuing a sustainable future with our community.

Our Economy - An economically thriving City

The Western Region economy is promoted through leadership and collaboration across all stakeholders and our community.

Our Leadership - A leading & progressive Local Government organisation

Our values, leadership and collaborative approach are bold and courageous and enables us to deliver value for our Community and create a leading liveable City.

Relevant Council policies are:

- City of Charles Sturt Open Space Strategy
- City of Charles Sturt Community Gardening Policy
- City of Charles Sturt Environmental Sustainability Policy

Relevant statutory provisions are:

- Local Government Act 1999 - 202 (1) - Council may grant a lease or license over community land

Background

The Henley Community Garden was moved from the Henley High School in 2012 and was allocated land within the Chambers Reserve initially under an annual licence commencing 25 August 2012. The group has grown in numbers since commencing occupation of this site and has been granted a licence each 5 years with the current licence commencing 1 July 2019 and expiring on 30 June 2024.

The community land management plan over this reserve was endorsed by Council on 25 November 2019 to incorporate the Community Gardens Policy and Environmental Sustainability Policy to better support the use of this reserve for a community garden site.

Community gardens build social networks and strengthen community relationships within local neighbourhoods. Building members confidence, capacity and skill in gardening, community organisation and group participation building community connection to place and increased access to fresh local produce, health and fitness benefits through physical activity and a sense of achievement and improving neighbourhood amenity.

Report

The Henley Community Garden Group (HCGG) Incorporated was issued with a permit for the Garden on 28 August 2012. A current licence for a term of five years was granted 1 July 2019 and expires 30 June 2024.

A request has been received from the HCGG to extend their licence boundary to incorporate a small portion of underutilised land next to the exiting licence boundary (**Appendix 2**). Further, the HCGG have stated that the extension of the licence boundary will provide opportunity for the improved use of this space, providing functionality for a small unutilised portion of the existing reserve.

Officers support the HCGG's request to expand and service the needs of the local community who utilise this space for both growing their own food and socialising with other garden members.

Council endorsement is now required for the increase in area of the Licence. A variation to the licence agreement will need to occur to facilitate this outcome, with a copy of the draft Variation of Licence included within **Appendix 3**.

Financial and Resource Implications

There are no financial or resource implications. All costs of enlarging the area of the community garden are to be borne by the group.

Customer Service and Community Implications

There are no customer service or community implications.

Environmental Implications

There are no environmental implications.

Community Engagement/Consultation (including with community, Council members and staff)

There is no requirement for community engagement or consultation.

Risk Management/Legislative Implications

There is presently a valid Community Land Management Plan for Chambers Reserve, with the Plan stating that Council may grant a lease and licence to organisations established for sporting, recreation, social and/or community purposes.

Conclusion

The Henley Community Garden Incorporated have been in occupation of portion of Chambers Reserve since August 2012 adding a level of community engagement to the local gardening community.

Their growth sees a need for extra storage space and the portion of the reserve requested is a small area adjoining their existing licence area. This small area of approximately 40 square metres is not being utilised by the public as it is set back onto the southern fenceline of the adjoining property.

Officers support this request as it will better utilise the space and will also add to the passive surveillance of the area in general.

Appendices

#	Attachment
1	Appendix 1 - Henley Community Garden
2	Appendix 2 - Henley Community Garden Group
3	Appendix 3 - Agreement for variation of licence (2023) - Henley Community Garden

APPENDIX 1



**New Licence area - Henley Community Garden Group Inc.
- Portion of Chambers Reserve, Atkin Street, Henley Beach**



Additional area requested shown in red

APPENDIX 2

Appendix 2

From: Peter & Chris Fountain [REDACTED]
Sent: Thursday, September 7, 2023 10:03:50 AM
To: Janet Willoughby <jwilloughby@charlessturt.sa.gov.au>
Cc: Chris & Peter Fountain [REDACTED]; 'Vicki Krolikowski' [REDACTED]
Subject: Henley Community Garden - Request For Additional Land

Hi Janet,

On behalf of the Henley Community Garden, we seek council approval for the inclusion of the additional space, identified as "A" on the attached plan, into our existing licence.

As previously discussed and agreed, this action would simplify and regularise our boundary, provide opportunity for improved use of our space and relieve council of the ongoing obligation to maintain a small unutilised portion of the existing reserve.

Thanks for your assistance in this matter.

Peter Fountain
for HCG Management Committee

APPENDIX 3

Agreement for Variation of Licence

Portion Lot 1662 Atkin Street, Henley Beach

City of Charles Sturt

Henley Community Garden Incorporated

Norman Waterhouse Lawyers Pty Ltd ACN 621 909 395

Level 11, 431 King William Street, Adelaide SA 5000
GPO Box 639, Adelaide SA 5001
www.normans.com.au

T +61 8 8210 1200

DATE

PARTIES

City of Charles Sturt of 72 Woodville Road, Woodville SA 5011 (**Licensor**)

Henley Community Garden Incorporated of Atkin Street, Henley Beach SA 5022
(**Licensee**)

BACKGROUND

- A. The Licensor has granted the Licence over the Licensed Area to the Licensee.
- B. The Licensee has requested the Licensor to vary the terms of the Licence to further expand the Licensed Area.
- C. The Licensor has agreed to vary the terms of the Licence on the terms set out in this agreement.

AGREED TERMS

1. DEFINITIONS AND INTERPRETATION

1.1 Definitions

In this agreement:

Effective Date means the date described in Item 1 of the Schedule.

Licence means the licence described in Item 2 of the Schedule.

Licensed Area means the area described in Item 3 of the Schedule.

1.2 Interpretation

In this agreement, unless the context otherwise requires:

- 1.2.1 headings do not affect interpretation;
- 1.2.2 singular includes plural and plural includes singular;
- 1.2.3 words of one gender include any gender;
- 1.2.4 a reference to a party includes its executors, administrators, successors and permitted assigns;
- 1.2.5 a reference to a person includes a partnership, corporation, association, government body and any other entity;
- 1.2.6 a reference to this agreement includes any schedules to this agreement;
- 1.2.7 a reference to a document is a reference to that document as varied, novated or replaced from time to time;

- 1.2.8 an agreement, representation, warranty or indemnity by two or more parties (including where two or more persons are included in the same defined term) binds them jointly and severally;
- 1.2.9 an agreement, representation, warranty or indemnity in favour of two or more parties (including where two or more persons are included in the same defined term) is for the benefit of them jointly and severally;
- 1.2.10 a provision is not construed against a party only because that party drafted it;
- 1.2.11 an unenforceable provision or part of a provision may be severed, and the remainder of this agreement continues in force, unless this would materially change the intended effect of this agreement;
- 1.2.12 the meaning of general words is not limited by specific examples introduced by 'including', 'for example' or similar expressions.

1.3 **Background**

The Background forms part of this agreement and is correct.

2. **VARIATION OF LICENCE**

In consideration of the Licensee's continued performance of its obligations in the Licence, the terms and conditions of the Licence are amended as set out in Item 4 of the Schedule on and from the Effective Date. In all other respects the terms and conditions of the Licence remain in full force.

3. **MISCELLANEOUS**

3.1 **Assignment**

A party must not assign or otherwise deal with this agreement or any right under it without the written consent of the other party (which consent must not be unreasonably withheld or delayed).

3.2 **Further acts**

Each party must do all things necessary to give full effect to this agreement and the transactions contemplated by this agreement.

3.3 **Governing law**

3.3.1 This agreement is governed by the law in South Australia.

3.3.2 The parties irrevocably submit to the exclusive jurisdiction of the courts in South Australia.

4. **COSTS**

The parties will bear their own costs of and incidental to this agreement.

Schedule

Item 1

Effective Date

The date of signing of this agreement

Item 2

Licence

Licence between the Licensor and the Licensee for a term commencing on 1 July 2019 and expiring on 30 June 2024, as varied by a deed of variation of licence between the parties dated 29 September 2020 and with effect from 1 December 2020

Item 3

Licensed Area

The portion of the land comprised in Certificate of Title Volume 5602 Folio 813 delineated and marked "A" on the plan attached to the Licence (as varied by the said deed of variation of licence)

Item 4

Variations

1. The words in Item 2 of the Schedule (Licensed Area) are deleted and replaced with the following:

Portion of the land comprised in Certificate of Title Volume 5602 Folio 813 being the area delineated in green on the plan attached at Annexure A and comprising approximately 1430m².

2. The plan attached at Annexure A is deleted and replaced with the plan attached to this agreement

EXECUTED as an agreement

Licensors

Signed for City of Charles Sturt by its authorised delegate in the presence of:

.....
Signature of witness

.....
Signature of authorised delegate

.....
Name of witness (print)

.....
Name of authorised delegate (print)

.....
Position of authorised delegate

Licensee

Executed by Henley Community Garden Incorporated:
Check Constitution

.....
Signature of Authorised Officer

.....
Signature of Authorised Officer

.....
Name (print)

.....
Name (print)



Annexure A Plan



4.67 GRANGE UNITING NETBALL CLUB - GRANGE LAKES RESERVE - NEW LICENCE OVER COURTS

TO Asset Management Committee

FROM: Recreation and Sport Officer - Scott Edgecombe

DATE: 18 September 2023

Brief

This report outlines the Grange Uniting Netball Clubs (GUNC) intent (**Appendix 1**) to upgrade the two (2) netball courts located on the Corner of Kentdale and Jetty Street in Grange, and with this increased investment, the club requests to upgrade their current six (6) month Winter Seasonal Sporting Licence to a more substantive five (5) year licence over these courts.

Recommendation

- 1. That Council supports granting a new five (5) year Licence to Grange Uniting Netball Club for two (2) netball courts located on the corner of Kentdale and Jetty Streets, within Grange Lakes Reserve - North.**
- 2. That the licence be executed under Deleted Authority by the Manager, Open Space Recreation and Property, with the annual licence fee being set in accordance with Council's Sporting and Community Clubs Fees Policy.**

Status

This report relates to or impacts upon the following Community Plan Objectives 2016-2027.

Our Community - A strong and connected community

People embrace healthy living, physical activity and ageing well.

Our Liveability - A liveable City of great places

City assets and infrastructure are developed and enhanced on a strategic and equitable basis in collaboration with local communities and other relevant parties, including industry and government.

Enhance the diversity of open spaces to create innovative, accessible and flexible community spaces.

Our Leadership - A leading & progressive Local Government organisation

Our values, leadership and collaborative approach are bold and courageous and enables us to deliver value for our Community and create a leading liveable City.

Relevant Council policies are:

- Sporting and Community Clubs Fees Policy

Relevant statutory provisions are:

- Community Land Management Plan (CLMP) – Grange Lakes Reserve - North

Background

The GUNC is a well-established and progressive netball club playing in the South Australian Uniting Church Netball Association (SAUCNA). The club currently uses the upgraded Grange Lawn Tennis Club courts at 98 Kentdale Street, Grange in winter (in conjunction and under a sub licence agreement with the tennis club) and also separately seasonally licence the two (2) netball courts situated nearby on the Corner of Kentdale and Jetty Streets in Grange, as per the site plans attached (**Appendix 2**).

Report

Kentdale Courts and Grange Lawn Tennis Club

In 2020 GUNC, together with Grange Lawn Tennis Club, undertook a major capital works project at 98 Kentdale Street, Grange. The joint project resulted in court upgrades and additional equipment for the benefit of both sporting clubs and the local community. This club is currently working with the Grange Lawn Tennis Club to update their original sub licence arrangement for shared use of this venue.

Netball Courts - Kentdale and Jetty Streets

Currently, GUNC also obtains a separate six (6) month seasonal sporting licence to utilise the two (2) additional netball courts on the Corner of Kentdale and Jetty Streets for training and games in Winter only. Whilst these court surfaces are not scheduled for asset renewal until 2032, they can be slippery in wet weather conditions and would greatly benefit from more immediate resurfacing and maintenance works.

GUNC have recently sought quotes to resurface these courts and the netball clubs Committee has agreed to fund these works, including removal of netball and tennis posts to enable Grange Lawn Tennis Club to use them (under a reciprocal sub-licence) during their Summer Season.

These proposed court works represent a significant club investment of more than \$100K. With this increased investment, the club is now requesting to upgrade their current six (6) month Winter Seasonal Sporting Licence to a more substantive five (5) year Licence over these netball courts. This increased licencing tenure would provide the club with greater venue certainty, while also recognising their major financial contribution to improving these council assets for all users.

Community Land Management Plan – Grange Lakes Reserve - North

The Community Land Management Plan (CLMP) for [Grange Lakes Reserve – North](#), includes both the Grange Lawn Tennis Club courts site at 98 Kentdale Street, and the two (2) netball courts in question, situated nearby on the Corner of Kentdale and Jetty Streets in Grange.

Notably, the CLMP supports the current and proposed purpose for which these lands are held, which includes the provision of open space, sport, recreation and community facilities and services for community use, such as that proposed by the GUNC.

The CLMP also confirms that Council may grant or renew leases and/or licences over any part or parts of Grange Lakes Reserve North, as long as they are consistent with the uses and purposes for which the Council holds the Reserve.

Licences may be issued to various sporting, recreation, business, social or community clubs or groups for the use of buildings or any other open space within the Reserve whose activities cater for the local or broader community, which the proposed GUNC use continues to support.

The Council may grant leases and licences of any length, and on any terms, to organisations established for sporting, recreation, social and/or community purposes over any land and/or buildings to which this CLMP relates, such as that proposed by GUNC at this site.

Financial and Resource Implications

The club's proposed investment to improve court infrastructure and Licence this site, will provide a significant and positive benefit to the community.

As per Council's Sporting and Community Clubs Fees Policy (**Appendix 3**), all Licenced court ancillary facilities and associated infrastructure at the site, such as sports lighting, sports fencing, sports resurfacing, goal posts, etc. would also become the responsibility of the licenced club to provide, replace and maintain.

Customer Service and Community Implications

Improved and increased Licenced use of these courts throughout the year by the GUNC, Grange Lawn Tennis Club, and other occasional community users such as Grange Primary School, private netball coaches, and Western SAPSASA Netball Training.

Environmental Implications

There are no environmental implications.

Community Engagement/Consultation (including with community, Council members and staff)

There is no requirement for Community Engagement or consultation.

Risk Management/Legislative Implications

There are no risk management/or legislative implications.

Conclusion

The GUNC's intent to resurface and upgrade the two (2) netball courts located on the Corner of Kentdale and Jetty Streets, Grange, represents a significant investment in these local court facilities, which are currently only seasonally licenced for six (6) months by GUNC in Winter via a Seasonal Sporting Licence.

The Clubs request to upgrade their regular seasonal licence arrangement over these courts to a more substantive five (5) year term Licence is supported by the CLMP, provides the club with greater venue certainty, helps recognise their proposed capital investment in the site, and enables GUNC (and the Grange Lawn Tennis Club, via reciprocal sub-licence arrangement) to more readily use and manage these courts all year round.

It is also recommended that the licence fee is set in accordance with Council's Sporting and Community Clubs Fees Policy.

Appendices

#	Attachment
1	Appendix 1 - Letter from Grange Uniting Netball Club
2	Appendix 2 - Grange Uniting Netball Club - Site Plans
3	Appendix 3 - Sporting & Community Clubs Fees Policy - September 2021

APPENDIX 1

Grange Uniting Netball Club

Established 1954



25th July 2023

City of Charles Sturt
72 Woodville Road
Woodville SA 5011

Dear Sir / Madam,

Licence Request – Site located at Corner Jetty Street & Kentdale Street, Grange 5022. Currently held by City of Charg Sturt Under Season Licence to Grange Uniting Netball Club. Request to obtain a Licence for Grange Uniting Netball Club.

The Grange Uniting Netball Club (GUNC) was established in 1954. We are a non-profit sporting club, managed entirely by volunteers. Our Club provides a vital and important role for girls, women and junior boys to become involved with, or play netball in the Grange and surrounding suburbs. Our aim is to provide opportunities for girls, boys and young women to play club netball and advance their skill level in a friendly inclusive social environment from the age of 6 years to adult. GUNC is a well-established and progressive netball club playing in the South Australian Uniting Church Netball Association (SAUCNA). Our goal is to create a successful future for our club through innovative leadership, a strong commitment to skill development for players, the implementation of a comprehensive junior development program and the provision of development opportunities for our coaches. Together with player opportunities, GUNC provides scope for males and females to become involved in the role of netball umpire. Umpiring is offered to our junior players, and together with encouragement and development by the Club, instils confidence, leadership and decision-making skills to our young people. GUNC promotes netball over both the winter and summer seasons.

In 2020 GUNC, together with Grange Lawn Tennis Club, undertook a major capital works project at Kentdale St, Grange. The project was undertaken with the assistance of City of Charles Sturt. Success in this application enabled additional equipment to be provided on the site for both sporting clubs and the community at nearby Grange Lakes Reserve. We are currently working with the Grange Lawn Tennis Club to update our sub licence arrangement with venue at 98 Kendale Reserve Grange.

At Grange Uniting Netball Club, our goal is to create a successful future for our club through innovative leadership, a strong commitment to skill development for players, the implementation of a comprehensive junior development program, and the provision of development opportunities for our coaches.

We provide the following to the Community:

- Sport participation has many benefits, such as contributing to health and wellness by providing increased activity levels and reducing stress and helping to build a positive self-image. It also offers a range of social benefits such as:
 - developing life skills (for example, communication, concentration, commitment)
 - learning responsibility and discipline
 - learning how to work with others in team environments
 - learning to cope with success and failure
 - developing a sense of community, loyalty and cohesion

Grange Uniting Netball Club

Established 1954



- Provide the opportunity for volunteers to coach, manage and organise teams to play regularly throughout the year
- Provide a volunteer management committee to oversee the running and organisation of the club
- Provide training opportunities for volunteers (coaches, managers, umpires and committee members) to develop their skills to assist with club/player improvement
- Provide an environment which promotes fun, skill development and the comradery of being a member of a team/club
- Provide an environment which promotes community spirit by encouraging volunteer activity.

Licence Arrangement

Currently, the Grange Uniting Netball Club obtains a seasonal licence from the City of Charles Sturt to utilise the Kendale Reserve courts for training and games. The courts are in disrepair and have major cracking in addition to being extremely slippery in wet weather, we understand that these courts are not scheduled for repair until 2032.

The Grange Uniting Netball Club has received a quote to re: bitumise and resurface the courts from Prestige Sports & Earthmoving. The Committee has agreed to fund the works for resurfacing and within these works we would also include, removal netball and tennis posts so that we can ensure these courts would also be available for the Grange Lawn Tennis Club to use for their Summer Season.

With this investment into the courts, Grange Uniting Netball Club would seek to request from council that rather than continuing with a Seasonal licence with the City of Charles Sturt, that GUNC would like to request a licence for the courts and we can arrange for a reciprocal Sub Licence Arrangement for the Grange Lawn Tennis Club in their main season of Summer, especially for use if their participation in the summer competition grows.

In addition to the use of the courts being available for the summer season for the Grange Lawn Tennis Club, the Grange Uniting Netball Club knows that the courts are used by the Grange Primary School, private netball coaches, Western SAPSASA Netball Training and some Grange Uniting Netball Summer teams. The addition of a water fountain and the Council Toilet block and lighting has been fabulous additions in an increased thriving hub of sports in this Grange Corridor.

We will be applying for the new round of applications that are coming out from Rec & Sport and would love to obtain a letter of support from the council for these works to occur and support an application for shared 50/50 costs for funding.

Should you wish to contact me to discuss this request, I am available on mobile 0414 517 303 or email presidentgrangenetball@gmail.com

Yours sincerely

Michelle Collins
Club President
Grange Uniting Netball Club

APPENDIX 2

APPENDIX B – SITE PLANS





APPENDIX 3



Sporting and Community Clubs Fees Policy

Reference Number:	4.28
Type:	Council Policy
Category:	Safety & Community
Relevant Community Plan Outcome:	<ul style="list-style-type: none"> In our City no one gets left behind; everyone has access to quality resources, services, programs, information and social infrastructure to fully participate in their community Charles Sturt is made up of strong and vibrant communities; we celebrate our identity, heritage and cultural diversity. People feel a sense of belonging, inclusion and social connectedness
Responsible Officer(s):	Manager Open Space, Recreation and Property
First Issued/Approved:	August 1994
Minutes Reference:	CoS 6/0/2021, Item 4.37
Last Reviewed:	September 2021
Next Review Due:	September 2023
Applicable Legislation:	Local Government Act 1999 Retail and Commercial Leases Act 1995 Associations Incorporations Act 1985
Related Policies:	
Related Procedures:	Sporting and Community Clubs Fees Procedure

1. Purpose

The City of Charles Sturt provides a range of organised sport and recreation facilities and services to the community including sportsgrounds, clubrooms, an indoor recreation centre and community centres. In addition, Council has an extensive network of open space that provides for the unstructured recreational activities of the community.

As the owner of community land Council recognises that it has a key role to play in the provision of a diverse range of recreation and sport facilities in collaboration with local clubs and associations to meet the needs of our changing community. This is one of many services that Council provides which contributes towards the creation of healthy and active communities. We seek to further provide accessible infrastructure and services which engage our diverse community.

We are committed to the responsible management of community facilities by being consistent, equitable and transparent with Councils Licence arrangements, in order to maximise community benefit.

2. Scope

The aim of the policy is to ensure an equitable and consistent approach to licences which encourage high utilisation rates, diversity of use and supports organisations occupying Council facilities to be sustainable. Council will ensure facilities are fit for purpose and the terms and conditions of licences are equitable, consistent, support good governance, accountability and optimise the use of Council facilities.

The following principles have been developed, in conjunction with the Sporting and Community Club Fees Procedure Document (**Appendix A**) and guide the provision and management of Council owned facilities.

3. Policy Statements

- **Community Benefit**

We will ensure Council owned buildings and facilities are well used to meet the needs of our community and align with our Community Plan directions. We will assist our clubs in optimising the use of our facilities in providing diverse, equitable and inclusive opportunities to our community

- **One of Many Services**

Council's role in the provision of sports facilities like all other Council services must be balanced against the many needs of the community and the vast range of services that it provides. The extent of Council's involvement in delivering any service will consider Council's legal obligations and an analysis of the social and economic benefits, community need and relevant trends.

- **Viability of Organised Sport and Recreation**

A number of factors impact on the viability of organised sport and recreation; participation rates in traditional organised sports are declining. Participation rates for junior organised sport is strong however senior participation numbers have been in decline in recent years as the population ages. There has been a shift to participation to individualised sport and fitness activities that align with time poor, increasingly busy lifestyles. Activities are becoming geared towards our ageing and culturally diverse population, changing both the types of sport we play and how we play them.

With projected increases in population along with increased residential densities, sporting clubs will play an increasing role in the health of the community as they promote, encourage and deliver physical activity opportunities to the community.

Governments are increasingly incorporating sport into various policies to tackle a range of issues from childhood obesity to community wellbeing and female participation, Council will continue to assist Clubs in seeking recreation and sport grants; in identifying opportunities for new and emerging Clubs or struggling Clubs to share facilities and costs and in coordinating development and training opportunities for club administrators through the Office for Recreation and Sport.

- **Accessibility**

Council and our Clubs play an important role in providing quality sporting facilities for the community; as well as providing for social opportunities and involvement within clubs in a safe environment.

Sports facilities on community land will be accessible to all residents of the City recognising that some sports surfaces (tennis courts, bowling rinks and the like) need to be protected by locked fencing. However, these facilities should be available to the community by way of hire or social membership.

Where facilities are not available to the community as of right or by way of hire or open membership, a commercial lease will apply, and the club will be responsible for 100% of the cost of maintaining the playing surface and surrounds (commercial tenancy principles will apply in regard to the building and all other improvements).

- **Social Inclusion**

In recognition of the diverse community living in the City and of the fact that the City's recreation and sports facilities provide predominantly for traditional male-base sports, social inclusion incentives will be offered to Clubs who provide a diverse range of recreation and sports opportunities, that remove barriers and encourage participation by local residents. Our Clubs are considered a role model that is welcoming, safe and encourages respect amongst all members and visitors, with a zero tolerance to any form of racism, bullying, or discrimination

Incentives may be offered to Clubs demonstrating the following membership characteristics:

- Is accessible and inclusive for residents living with disability and their carers
- Is inclusive to seniors and recognises that fitness and recreation is lifelong.
- Has inclusive female participation targets and actively promotes gender equality in sport or recreation activity
- Aboriginal and Torres Strait Islander people are recognised, valued and included
- Addressing socio economic barriers to participation (Resident of low socio-economic areas based on the SEIFA Index)
- Is inclusive and respectful to all Culturally and Linguistically Diverse (CALD) residents
- Is inclusive to children under 17 years of age and provides a child safe environment
- Your club offers a discounted membership to those who receive a Federal Government Allowance
- Resident of the City

- **Facility Utilisation**

Many of Council's sporting facilities lay idle through the day and are used predominantly on weekends and of an evening. In addition, many are sole-purpose facilities. Considering the collective value of sports assets across the City, and the current and future trends in recreation and sport participation; Council aims to strategically locate and provide sport and recreation facilities to maximise community usage.

Incentives and priority will be given to assisting clubs in upgrading facilities which provide for multiple sporting and recreation activity codes, shared social facilities and increasing membership.

No new sports facilities (clubrooms) will be constructed unless as a result of the consolidation of the existing facilities on site.

- **Assets for the Future**

Where a building facility upgrade is requested by a Club, Clubs may jointly fund upgrades or Council may consider fully funding building upgrades that result in:

- Consolidation of assets
- Current legislation compliance
- Higher usage levels of fewer assets
- Multiple-use of facilities
- Increased range of activities, services and programs being offered
- Increased participation particularly by target groups (children and teenagers, aged, disabled, women, people from culturally diverse backgrounds)

Where a substantial upgrade or new facility is to be developed, Clubs must demonstrate social and financial sustainability. Submissions for building upgrades must include:

- A statement of community benefit
- Analysis of relevant trends in population, recreation and sport
- An assessment, by the peak bodies of the relevant sporting codes, of the future building and sport facility requirements (for the codes involved) within the City over the next 20 years
- Assessment of the financial capacity of the Clubs involved (including audited financial statements for the preceding three years of operation)

A five year forward Business Plan, including financial projections. In programming building upgrade works and considering requests for building upgrades, Council will work with Clubs to ensure that upgrades are financially, environmentally and socially sustainable.

Where Council is involved in building upgrades and new additions to the buildings, the costs to complete the projects will be passed on to the Club as an annual rental increase in accordance with this Policy. The costs associated with renewal works for changerooms to a unisex standard, will not be passed onto clubs.

All capital works undertaken on Council buildings will be approved and project managed by Council.

Clubs are required under Consumer Business Services Legislation to prepare Audited Financial Statements, shall provide these to Council annually. All other clubs shall provide Council with Annual Financial Statements.

- **Emergency Service Providers**

The existing Sporting and Community Club Fee Policy recognises sporting clubs and their varying levels of contribution to different sectors of the community including demographic and gender diversity; accessible facilities and inclusion; and club members from varying socio-economic backgrounds. It is also considered relevant to recognise the unique nature of the SLSC's as Emergency Service Providers within our community

Incentives will be offered to our Surf Life Saving Clubs to make application on a case by case basis for an additional 10% discount to licence fees.

4. Renewal Works

- **Renewals (Council Programmed)**

The Property Management will develop a 4 year schedule of works for renewal and replacement of building components. This will be reviewed annually and is subject to change in accordance with Councils Owned Building Asset Management Plan.

All works will be completed by Council following consultation with the Club. In these instances, the Annual Licence Fee will increase in accordance with this Policy.

- **Renewals (Change rooms)**

Change rooms including wet area renewals will be replaced to provide unisex facilities in accordance with Council program of works based on a building condition assessment and Councils responsibilities as a building owner ensuring facilities are fit for purpose and support the diversification and ongoing growth of our Clubs.

All works will be completed by Council following consultation with the Club.

There will be no increase in Annual Licence Fee for the changing room component of any programmed renewal works.

- **Land Rent**

Council is the custodian of community land for the use and enjoyment of the residents/ratepayers and visitors to the City. Where a Club provides a service that is open and accessible to the community, no rent will be charged for use of the land. However, where a Club chooses to enclose the facilities, a commercial rent will be applied to the land.

Clubs such as; tennis, bowling, croquet and hockey have 'fine turf' or 'artificial' surfaces. These Clubs are responsible for providing and maintaining their playing surfaces, and will receive the land rent free of charge, providing their membership is open to all ages, genders and cultures. It is also a requirement that these Clubs promote their facilities as being available to the community at a reasonable hire fee. This is in recognition of the nature of the infrastructure where an 'open door' policy may result in damage to the playing surface and considerable cost to the Club from both a financial and operational point of view.

When such surfaces are at the end of their useful life, clubs will be responsible for the renewal works. This is in recognition that clubs are not being charged land rent, and that this money otherwise payable should be placed into a sinking fund to ensure clubs may afford to undertake such works at the relevant time.

- **Building Rent and Maintenance**

Building rental will be based on the equity that Council and/or the Club has in the facility. Where a Club is deemed to have 100% equity in a building, maintains the building in line with relevant legislation, and successfully complies with building audits, no building rent will apply. Clubs that have no equity in the building will take tenant responsibilities in accordance with their current lease or licence.

Social Inclusion Discounts may be received based on meeting relevant criteria outlined in **Appendix C**.

Council recognises that component renewal work in accordance with Asset Management Plans is the responsibility of Council as the owner of the property, and as such it will not increase Council equity in the building. This is identified within Attachment B (Guidelines for Maintenance, Repair and Building Upgrades for Council Owned Sporting Clubs). In the case of major renewal/upgrade works the rental will be recalculated based on the equity in the building in accordance with this policy.

Leased/licensed premises shall be inspected by Council staff annually or at such other times as considered appropriate. Any works identified in these inspections that is deemed to be the responsibility of the Club must be completed within 21 days by a licensed tradesperson. If the work is not completed within this timeframe Council will undertake the work and recoup all costs from the Club.

- **Ground Maintenance Service Levels**

Ground maintenance service levels will be defined and agreed with Clubs recognising that service levels may vary between sites depending on the level of use of the ground, the soil profiles, the sporting code and the grade of sport being played. Where additional services are required by the Club, full cost recovery will be applied for the additional services provided.

Ground rent will be based on the costs differential between maintaining a recreational surface and a sports surface. The ground maintenance fee will be fixed for each sporting code at a standard relevant to each Club.

In the case of fine turf (cricket wickets, lawn tennis, lawn bowls and croquet) and hard-court surfaces, these will be maintained and upgraded at the Clubs expense. When such surfaces are at the end of their useful life, clubs will be responsible for the renewal works. This is in recognition that clubs are not being charged land rent, and that this money otherwise payable should be placed into a sinking fund to ensure clubs may afford to undertake such works at the relevant time.

Current inequities in relation to turf wicket maintenance, lawn tennis court and croquet maintenance will be remedied by either handing over maintenance responsibilities to the Clubs or achieving full cost recovery for an agreed service level.

- **Ancillary and Associated Infrastructure**

Ancillary facilities (such as sports lighting, sight screens, scoreboards, sports fencing, practice nets and the like) will be the responsibility of the Clubs to provide, replace and maintain. The facilities will be placed on Councils Asset Register and audited by Council. To ensure the safety of the community, Clubs will be instructed of any actions required as a result of the audit. Where Clubs fail to undertake work specified in the audit, Council will undertake the work and charge the Club accordingly.

Council recognises the significant cost of such works and may, through an annual budget bid process, contribute up to 50% of the cost of Ancillary and Associated Infrastructure works over \$10,000.

Applications will be considered on a case by case basis and must be received no later than November each year for consideration as part of the annual budget process.

- **Ecologically Sustainable Design**

Council declared a Climate Emergency in late 2019 and is committed to reducing negative impacts of climate change on our community and assets.

Council's buildings and facilities provide opportunity to both reduce carbon emissions and improve their comfort and useability for the benefit of our community, including sporting and community clubs, over the longer term. Council also has a strong commitment to growing the Circular Economy through its operations.

Council has developed Ecologically Sustainable Design (ESD) Guidelines for new buildings and refurbishments and building maintenance activities to outline council's expectations for how council's building assets will be built and maintained.

Council will work with Licensees to meet these environmental standards and will require they are addressed when major renewal works or capital upgrades, and/or maintenance activities, are undertaken. Licensees are encouraged to contact Council representatives to discuss how these requirements will apply to any such project/work.

- **Poker Machines**

The City of Charles Sturt does not support the introduction of gaming machines into a club premises on Council owned land. Clubs that are associated with an organisation that holds a Gaming Machine Licence and derives a financial benefit from that association will be deemed commercial in nature and therefore pay a commercial rent for the property occupied. Additionally, Council will not underwrite any loans for the purpose of construction of infrastructure to accommodate gaming machines or for the purchase of gaming machines.

In the likelihood that a Club does apply for a gaming machine licence (s) on privately owned land, each application is to be considered in the light of the following:

1. The physical infrastructure, both within and around the club premises.
2. The total financial profile of the club.
3. The possible financial implications on other clubs on Council owned premises within its geographic locality or where it can be clearly demonstrated that the introduction of gaming machines will have serious financial ramifications for other clubs on Council premises in that vicinity, no approval will be granted.

4. The Statement of Intent provided by the club outlining the manner in which it will operate its licence.
5. Written undertaking that it will continue its licence in accordance with Statement of Intent.

- **Professional/Commercial Clubs**

Recreation and sporting clubs are finding it increasingly difficult to attract volunteers to help with coaching, administration and maintenance. Council acknowledges that some amateur clubs now offer players and volunteers some type of remuneration to cover expenses related to their services. If the profits gained from a commercial activity are not reinvested into the Club facilities or sport, then the Club may be deemed as being commercial in nature and a negotiated rent for the property occupied may apply.

- **Naming Rights**

It is acknowledged that Council holds the naming rights to all sporting facilities on Council-owned land.

- **Expectations of Clubs Occupying Community Land**

Clubs occupying Community land will be expected to promote their activities in a safe and supportive environment. Council Administration will endeavour to put in place educational programs and opportunities that encourage and assist Clubs.

In the event of a Club being found guilty of committing an action or offence considered 'significant' that results in a penalty being enforced by either a State or National Association or the SAPOL, the Club will be given a formal warning from Council. If a total of three formal warnings are received within any 'five' year period, the Club may be required to relinquish their licence subject to Council consideration.'

- **Subletting**

The Licensee shall not sublet or sublicense the club, or any part of the Premises without Council's written consent and any sublease or sublicense must be on terms and conditions satisfactory to Council.

- **Signage**

All signage requires the consent of Council unless where signs do not exceed 2m², are of a temporary nature and face inwards to the site.

4. **Definitions**

N/A



Appendix A

Sporting & Community Clubs Fees Procedure

Reference Number:	
Classification	Internal Procedure
First Issued/Approved:	August 1994
Review Frequency:	Annually
Last Reviewed:	September 2021
Next Review Due:	September 2023
Responsible Officer(s):	Manager Open Space and Recreation
Council File Reference:	
Applicable Legislation:	Local Government Act 1999 Retail and Commercial Leases Act 1995 Associations Incorporations Act 1985
Relevant Policies:	Sporting & Community Clubs Fees Policy Sporting & Community Club Loan Guarantee Policy
Related Procedures:	
Compliance Standard:	

1. Purpose

The City of Charles Sturt recognises the community value of the dynamic network of sporting and community clubs within the City and its role in facilitating some of these clubs by the provision of recreational infrastructure.

To establish a balance between access to and a reasonable contribution towards the development and maintenance costs of these facilities Council has adopted a fee structure which applies to all new and renewed licences and leases issued to sport and community clubs occupying Council owned land.

2. Procedure

The Lease/Licence Fee payable will have three components:

2.1. Land Rental

To be calculated using the following formula:
(size playing surface x average value/square metre) x 2%

Where a facility is 'non-exclusive' the land rent will be discounted 100%. This would include all turf sports grounds that remain open and freely available to the community when not being used by the Club. It also includes tennis, bowling and croquet clubs which can demonstrate to Council that membership is open to the community at large and that playing surfaces are available for hire to the community.

2.2. Ground Maintenance

To be calculated using the following formula:

Average size of playing surface per sporting code x Square metre 'differential costs'.

Note: The differential cost is the difference between the cost of maintaining a recreation surface and a sportsground surface of varying standards (AAA, AA).

2. 2.1 Average Size of Playing Surface per (Australian Government Sports Commission 1998)

Football (Australian Rules)	20,800sqm
Football (Soccer)	7,300sqm
Cricket	14,000sqm
Rugby Union	7,000sqm
Lacrosse	5,500sqm
Baseball	10,300sqm
Croquet	1,500sqm
Hockey	4,800sqm

2.2.2 Defined service levels for each of the sporting facilities maintained by Council will be established using the following classifications (i.e. AAA, AA) for grass-based sports. The ground service levels for each facility will be defined by the current utilisation and the level of sport being played. A defined per square metre maintenance cost for an average recreational reserve will also be used as a base for the differential cost.

The dollar figure value for square metre maintenance costs for each classification is as follows:

Ground Service Levels (**Attachment A**)

Sportsground AAA	\$1.04m ²
Sportsground AA	\$0.73m ²
Recreational Reserve	\$0.28m ²

Calculate the average square metre cost for maintaining a sportsground ground compared to a recreational reserve.

E.g. \$0.73 (Sportsground AA) – \$0.28 (Open space) = \$0.45

The ground rent is to be based on the differential cost per square metre multiplied by the average area of land occupied by a particular code.

e.g. Football (Australian Rules) @ Service Level AA
= 20,800sqm x \$0.45 = \$9,360 per annum

Where the Club shares the facility with a summer sport the total cost for 6 months would be \$4,680.

Clubs having more than one sportsground on the same site will pay maintenance costs on a sliding scale
2nd Ground 50% of maintenance costs
3rd Ground 75% of maintenance costs.

Clubs will be charged 100% for any additional services undertaken on the sportsground in accordance with the Fees and Charges register.

Ground maintenance charges will be adjusted annually by movements in the Consumer Price Index, with a major differential cost review being conducted every 3 years.

2.3. Building Rental

Building Rent is based on 2.5% of Council's equity in the building as per its current book value. No rent will be charged on the equity apportioned to the club.

For example, the building's current book value is \$100,000

1. Council has 0% equity. Rent = \$100,000 x 0% x 2.5% = \$0
2. Council has 100% equity. Rent = \$100,000 x 100% x 2.5% = \$2,500
3. Council has 50% equity. Rent = \$100,000 x 50% x 2.5% = \$1,250

Any capital works in excess of \$5,000 undertaken on the building by Council will change the equity percentage that Council holds.

For example, if Council were to spend \$50,000 on a building where the Club originally had 100% equity, therefore raising the total current book value to \$150,000, the three scenarios change as follows:

1. The club now has 67% equity in the building and Council has 33%. Therefore, rent = \$150,000 x 33% x 2.5% = \$1,238
2. Council has 100% equity. Rent = \$150,000 x 100% x 2.5% = \$3,750
3. Council now has 67% equity in the building. Rent = \$150,000 x 67% x 2.5% = \$2,512.

For the purpose of calculating rent, any State or Federal funding received by Clubs for capital improvements will be shown as equity for the Club not Council. Any expenditure incurred to Council by imposing building sustainability concepts within the scope of any building capital works will not impact on the Clubs equity within the building.

Clubs will be responsible for the day to day maintenance of their building in accordance with their current lease or licence conditions (**Attachment B**) and will be charged 100% for any additional maintenance undertaken by Council.

Building Rental charges will be adjusted annually by movements in the Consumer Price Index with a review of the equity adjusted book value occurring every year.

Clubs may apply for additional discount to this policy in accordance with the Social Inclusion Discounts contained within **Appendix C**

2.4. Capital Projects - Clubrooms

Council Building Asset Management Plan guides the ongoing renewal of all Council buildings, including clubrooms.

Criteria used to assess the condition of the building include:

Property Criteria:

- WHS, Building Code of Australia, Health Act - Does the building provide a safe environment?
- Disability Discrimination Act - Does the building provide accessible services?
- Asset Management Plan for Sporting & Recreation Buildings – Is an upgrade consistent with work identified in Council’s Asset Management Plan?
- Sustainability- Does the building provide services or infrastructure that assist in sustainability?

Open Space & Recreation Criteria:

- Target groups / Female participation - Does the Club have programs or participation numbers for juniors/females/new Australians/seniors?
- Membership - Does the Club(s) have an open and accessible membership?
- City of Charles Sturt residents - What percentage of members reside within the City of Charles Sturt?
- Size of Club – is the Club growing, stagnant or stable
- Multi-use of facilities – Is there more than one sport being played from the facility? Is there community use of the facility?
- Level of sport being played
- Financial Capacity of the Club – Does the Club have the financial capacity to sustain an increase in building rent resulting from the capital upgrade? (this evaluation will be undertaken in collaboration with the Club)

In addition, consideration should be given to the club’s ability to comply with the Social Inclusion Criteria outlined in **Appendix C**:

- Community benefit
- One of Many Services
- Viability of organised sport and Recreation
- Accessibility
- Social inclusion
- Maximising Facility usage
- Assets for the future
- Emergency Service Providers

If a Club initiates a facility upgrade, staff will conduct an initial appraisal in conjunction with the Club to evaluate the proposal against the principles outlined in the Policy and report the outcomes to Council for consideration in future budget submissions. If there is a demonstrated public benefit, minimal financial risk to Council, and if the conditions of the annual rental are acceptable to the Club then staff will prepare a budget submission for Council to consider in the following financial year.

2.5. Renewals – Change Rooms

Council Building Asset Management Plan guides the ongoing renewal of all Council buildings, including change rooms.

Design works will be commissioned and works undertaken the following year in consultation with the Club. Works will be prioritised in accordance with budgeted amounts outlined in Councils Asset Management Plan and Long Term Financial Plan.

2.6. Social Inclusion Discounts

The initial rent payable by the Club will be based on land rental and a combination of both ground maintenance and building rental costs. Additional discounting may be applicable to the Club through social inclusion discount incentives. Clubs will receive a further percentage discount on their annual rental if they can demonstrate that they are actively achieving the following and are able to demonstrate the following criteria are achieved in accordance with **Appendix C**:

Subsidy Criteria

- One of Many Services (5%)
- Community benefit (5%)
- Viability of organised sport and rec (5%)
- Accessibility (5%)
- Social inclusion (10%)
- Maximising Facility usage (10%)
- Assets for the future (5%)
- Emergency Service Providers (10%)

Clubs will be required to apply for these discounts annually with applications being assessed in conjunction with their rental review. This application will need to be returned two months prior to the review date.

2.7. Hardship

Where a Lessee or Licensee is able to produce evidence that the fee will cause undue hardship (after Social Inclusion discounts are offered) then the Lessee or Licensee can make an application to Council's Committee. This Committee is authorised to negotiate with individual clubs on application, to determine a recommended additional Social Inclusion Discount.

2.8. Implementation

It is recognised that the rental arrangements of some clubs may increase when placed on the new policy or following a significant building upgrade. In such situations the new rental structure will be phased in equally over a period of five years with the first rental being no greater than the current rental plus CPI.

Attachment A - Ground Service Levels

Sportsgrounds Maintenance - AAA						
ITEM	DESCRIPTION	UNIT	QUANTITY	RATE	COST	FREQUENCY PER ANNUM
1.1	Mow ing (April - August)	m ²	20000	\$0.09	\$1,762	21
1.2	Mow ing (September - March)	m ²	20000	\$0.13	\$2,601	31
2	Topdressing (20 tonne washed sand / 20 tonne sandy loam)	m ²	20000	\$0.26	\$5,219	52
3	Irrigation maintenance	item	31	\$48.96	\$1,518	31
4	Water table detailing	lm	520	\$5.16	\$2,685	12
5.1	Coring - spring	m ²	20000	\$0.02	\$358	1
5.2	Coring - pre w inter	m ²	20000	\$0.02	\$358	1
6.1	Fertilising - pre summer (100% application rate)	m ²	20000	\$0.06	\$1,228	1
6.2	Fertilising - pre w inter (100% application rate)	m ²	20000	\$0.06	\$1,228	1
7	Scarifying	m ²	20000	\$0.18	\$3,697	1
9.1	Pesticide treatment (black beetle & bill bug) - Nov / Dec	m ²	20000	\$0.08	\$1,593	1
9.2	Pesticide treatment (bill bug) - Jan / Feb	m ²	20000			nil
10	General weed control - herbicide	lm	520	\$0.44	\$229	5
11	Litter collection	item	52	\$14.16	\$736	52
12	Soil test	item	1	\$119.35	\$119	1
				Total	\$23,558	
				m2	20000	
				rate per m2	1.18	
				Minus water table	\$20,873	
				m2	20000	
				rate per m2	1.04	

Sportsgrounds Maintenance - VARIANCES					
ITEM	DESCRIPTION	UNIT	QUANTITY	RATE	COST
1.1	Line marking - Football - initial	item	1	\$606.77	\$607
1.2	Line marking - Football - follow up A's & B's	item	1	\$100.49	\$100
1.3	Line marking - Football - follow up U/17 & U/19	item	1	\$83.08	\$83
1.4	Line marking - Soccer - initial	item	1	\$486.62	\$487
1.5	Line marking - Soccer - follow up	item	1	\$95.49	\$95
1.6	Line marking - Soccer Modified - initial	item	1	\$363.46	\$363
1.7	Line marking - Soccer Modified - follow up	item	1	\$66.37	\$66
1.8	Line marking - Cricket - initial	item	1	\$200.75	\$201
1.9	Line marking - Cricket - follow up	item	1	\$88.60	\$89
2.0	Football goals - removal	set	1	\$261.35	\$261
2.1	Football goals - installation	set	1	\$454.62	\$455
2.2	Soccer goals - removal	set	1	\$174.23	\$174
2.3	Soccer goals - installation	set	1	\$340.96	\$341
3.0	Cricket Wicket - Hard - uncover	item	1	\$269.88	\$270
3.1	Cricket Wicket - Hard - cover	item	1	\$568.54	\$569
4.0	Cricket Wicket - turf - super sopping	item	1	\$111.15	\$111
5.0	Football - verti drain (Woodville Oval only as all irrigation located)	item	1	\$1,652.65	\$1,653
6.0	Line marking - Irrigation - Events	hour	1	\$67.08	\$67
7.0	Soccer goal sleeves - installation	set	1	\$865.29	\$865
7.1	Soccer goal sleeves - removal of old	set	1	\$235.31	\$235
8.0	Rugby goals - relocation of	set	1	\$1,144.92	\$1,145
9.0	Football goals - new sleeves	set	1	\$1,341.47	\$1,341
10.0	Resodding ie: goal mouths / coaches' boxes	m ²	40	\$28.47	\$1,139
11.0	Baseball mound - remove	item	1	\$256.70	\$257
12.0	Black soil - supply & deliver	kg	600	\$0.23	\$137
13.0	Cricket Wicket - turf - pre-season preparation (average of 4 strips per square)	square	1	\$1,380.91	\$1,381
14.0	Cricket Centre Wicket - weekly preparation (6 month period)	strip	1	\$12,415.01	\$12,415
15.0	Cricket Practice Wicket - weekly prep (6 month period) (inc 2 x renovation)	banks	2	\$4,970.40	\$9,941
16.0	Croquet Green - maintenance	green	2	\$3,858.62	\$7,717
Notes:	1 square = 4 strips				Wicket prep - \$335
	1 strip is 73.2m ²				
	1 square = 292.8 m ²				
	\$3.45 per m ²				
13.0	Cricket Wicket - turf - pre season preparation (average of 4 strips per square)	m ²	292.8	\$4.72	\$1,381

Attachment B - Guidelines for Maintenance, Repair & Building Upgrades for Council Owned Sporting Clubs

In order to clearly identify who is responsible for building maintenance of Council's Sporting Club Buildings, Property Management have developed this list of maintenance items. The list specifies if maintaining and repairing the items is the responsibility of Council or the Club.

Please note: this list may be reviewed at Council's discretion as per the Memorandum of Lease/Licence, maintenance and repair clause.

Description	Council	Club
Air Conditioning – Evaporative Cooling/ Reverse Cycle Replace Repair / Maintain	X	X
Bar facilities – Pipes / Taps Replace / Repair/Maintain		X
Bar fridges/Cool Rooms Replace / Repair/Maintain		X
Blinds/Curtains Replace / Repair/Maintain		X
Building Doorways External - complying with DDA Requirements Internal - complying with DDA Requirements	X X	
Ceilings Replace Damaged	X	X
Loose Furniture – Tables & Chairs New / Replace / Maintain		X
Dishwasher / Glass washer Install / Replace / Maintain		X
Doors & Doorways External/Internal – Replace External/Internal – Damaged	X	X
Downpipes Replacement due to rust Leaks / Damaged / Blocked	X	X
Electrical Supply / Meter Board / Switch Boards Replacement	X	
Electrical Switches & Power Points Replace Damaged		X X

Description	Council	Club
Emergency Light(s) - Internal Maintain / Replacement / Record Keeping		X
Exhaust Fan(s) Replace Repair / Maintain		X X
Fencing & Gates – around compounds Replace Repair/Maintain	X	X
Fire Blanket(s) Install / Replacement /Maintain / Record Keeping		X
Fire Detection & Alarms Install Replacement/ Maintain / Record Keeping	X	X
Fire Extinguisher(s) Install Replacement / Maintain / Refill / Replacement / Record Keeping	X	X
Fire Hose Reel(s) Install / Replacement due to test failure. Replacement due to stolen / vandalism / Maintain / Record Keeping	X	X
Fire Hydrant(s) Install / Replacement due to test failure Maintain / Replacement due to damage / Record Keeping	X	X
Fixed RCD's (Residual Current Device or common name Earth Leakage Switches) Maintain / Replace / Record Keeping		X
Floor Coverings - Carpet / Vinyl Install / Replace / Maintain		X
Gas Supply / Pipes Replace Repair / Damaged	X	X
Glass – Breakage 50% Council / 50% Club		X
Grab Rails in Access Toilets Replace / Repair/Maintain		X
Grease Arrestor Maintain as per SA Water requirements		X

Description	Council	Club
Gutters Replacement due to rust Repairs/Leaks / Damaged / Blocked	X	X
Hand Drying Facilities (Electric or Paper Towels) Install / Replace Maintain / Replacement due to damage		X X
Hot Water Service Replace Maintain / Repair	X	X
Illuminated Exit Light(s) Install Maintain / Replacement / Record Keeping	X	X
Kitchen Benches Cupboards Stoves Dishwasher Rangehood Extraction Fan(s): Repair / Maintain / Complies with the Statutory Requirements	X X X X X	X
Lighting (Exterior Security Attached to Building) Install Maintain / Replacement	X	X
Lighting (Internal) – Existing Maintain / Replacement		X
Lights & Lighting Towers (Sports Ground) Install / Replace / Maintain		X
Locks & Keys Council Code System - Install / Replace / Maintain Non Council Code System - Install / Replace / Maintain		X X
Mirror(s) (Bar) Replace / Maintain		X
Mirror(s) (Bathrooms) Replace / Maintain		X
Paintwork External – Refer to Item 11 of Licence Internal – Refer to Item 11 of Licence		X X

Description	Council	Club
Partitions Replace Damaged		X X
Pest Control White Ant Treatment All other pests: i.e. Vermin / Bees / Black Ants, etc.		X X
Record Keeping Provide & maintain records of tests and maintenance as per Statutory Requirements. For example: Fire Extinguishers / Emergency & Exit Lighting / Air Conditioners / RCD's. Essential Services Log Book for above record keeping as per Aust. Standards 1851		X
Roof Replacement due to rust Leaks, Loose Iron or Broken Tiles	X	X
Security Alarm System Install Replace / Repair / Maintain / Monitor		X X
Sewer Pipes Replace Blockages	X	X
Soap Dispensers Install / Replace / Maintain		X
Space Heating Replace Repair / Maintain	X	X
Staircase Replace Repair/Maintain	X	X
Tapware Replace/Leaking / Dripping		X
Tiles – Ceramic Floor or Wall Grouting and/or Tiles coming off / Damaged		X
Toilet Cistern – Replace Leaking / Continuously Running / Damaged	X	X
Toilet Pan Damaged / Loose on Floor Replace		X X

Description	Council	Club
Toilet Roll Holders Install / Replace / Maintain		X
Verandah(s) (Existing) Rusted Iron or Posts / Rotted Posts Repair/ Maintain	X	X
Walls – External/Internal Repairs / Damaged		X
Water Supply / Pipes Replace Repair / Damaged	X	X
Windows Replace Rusted Metal / Rotten Timber Repair/Maintain	X	X

Please Note:

1. Any major vandalism needs to be reported to the Police, (obtain Report Number) and Council. Council will secure the premise, if required, and assess repairs
2. Assessment by Council is subject to Capital Funding being allocated as part of Council's budgetary process.

Appendix C

Social Inclusion Discount Criteria

Application for Social Inclusion Discount

Organisation's Details

Date:

Name of Organisation: _____

Postal Address: _____

Phone Number: _____ Fax Number: _____

Club E- mail Address: _____

Nominated Council Liaison Officer: _____

Phone (Wk): _____ Phone (Hm): _____

Mobile: _____ E-Mail: _____

Please complete the following table

Category	Senior		Junior	
	Male	Female	Male	Female
Full Paying Membership				
Pensioner Membership				
Social Membership				
TOTAL				

Social Inclusion Discounts

In accordance with the Sporting and Community Clubs Fees Policy, Clubs will receive a further discount on their annual rental if they can satisfy the requirements for each of the **below** Social Inclusion principles, with the total maximum discount offered being **55%**.

Discounts will be dependent upon the Club or Association providing evidence that they are actively achieving one or all of the following:

Subsidy Criteria	%
One of Many Services	5%
Community Benefit	5%
Viability of Organised Sport and Recreation	5%
Accessibility	5%
Social Inclusion	10%
Maximising Facility Usage	10%
Assets for the Future	5%
Emergency Service Providers	10%

1. Community Benefit (5%)

Ongoing Club Development Initiatives are undertaken. Clubs should participate in a minimum of six sessions annually either Federal Government Initiatives (e.g. Good Sports) and/or State Government Initiatives (e.g. Office Recreation & Sport Grants and Club Development Programs) or the City of Charles Sturt Club Development Program in order to encourage the growth of their Club and the development of their sport within the City of Charles Sturt.

- a. Please list the Club Development initiatives that your Club has participated in within the last 12 months:

2. One of Many Services (5%)

The Club can demonstrate that the activities and service they provide is consistent and in line with Council's Community Plan (5%).

3. Viability of Organised Sport and Recreation (5%)

Clubs are able to show a diverse range of participation and programs, which highlight the increasing role Clubs play in promoting the health of the community

The Club promotes and supports volunteerism

Yes No

Total number of unpaid volunteers: _____

4. Accessibility (5%)

Accessibility of all venues for our community is integral for equity and social benefit.

The club is able to demonstrate that social membership opportunities are offered and that clubroom facilities are available to the wider community for general use. Discount will be applied where all of the below criteria can be met:

Number of general community hire? _____

Number of social memberships? _____

Do more than 50% of members reside in the City of Charles Sturt? (5%).

a. Please list the number of members that live in the following suburbs:

Albert Park	5014	_____
Allenby Gardens	5009	_____
Athol Park	5012	_____
Beverley	5009	_____
Bowden	5007	_____
Brompton	5007	_____
Cheltenham	5014	_____
Croydon	5008	_____
Findon	5023	_____
Fulham	5024	_____
Fulham Gardens	5024	_____
Flinders Park	5025	_____
Grange	5022	_____
Hendon	5014	_____
Henley Beach	5022	_____
Henley Beach South	5022	_____
Hindmarsh	5007	_____
Kidman Park	5025	_____
Kilkenny	5009	_____
Ovingham	5007	_____
Pennington	5013	_____
Renown Park	5008	_____
Ridleyton	5008	_____
Royal Park	5014	_____
Seaton	5023	_____
Semaphore Park	5019	_____
Tennyson	5022	_____
Welland	5007	_____
West Beach	5024	_____
West Croydon	5008	_____
West Hindmarsh	5007	_____
West Lakes	5021	_____
West Lakes Shore	5020	_____
Woodville	5011	_____
Woodville North	5012	_____
Woodville Park	5011	_____
Woodville South	5011	_____
Woodville West	5011	_____

If this cannot be achieved, please outline the reasons below

5. Social Inclusion (10%)

Social inclusion incentives will be offered to Clubs who provide a diverse range of recreation and sports opportunities, encourage participation by local residents and meet social inclusion targets for the following criteria:

- Is accessible and inclusive for residents living with disability and their carers
- Is inclusive to seniors and recognises that fitness and recreation is lifelong.
- Has inclusive female participation targets and actively promotes gender equality in sport or recreation activity
- Aboriginal and Torres Strait Islander people are recognised, valued and included
- Addressing socio economic barriers to participation (Resident of low socio-economic areas based on the SEIFA Index)
- Is inclusive and respectful to all Culturally and Linguistically Diverse (CALD) residents
- Is inclusive to children under 17 years of age and provides a child safe environment
- Your club offers a discounted membership to those who receive a Federal Government Allowance
- Resident of the City

6. Facilities Utilisation (10%)

The organisation is able to:

Provide membership / user/ participant numbers and hours of use on an annual basis

Provide activities and initiatives undertaken to increase utilisation of the facility

Initiatives are planned to increase use or participant numbers

Shared use of the facility by the community and other community clubs and organisations to ensure optimal use of the facility

7. Assets for the Future (5%)

The Club can demonstrate efficient running of the club by providing annual Financial Statements required in accordance with the relevant legislation, outlining your capacity to generate revenue

Please provide a copy with this application

The Club provides an Annual Business plan outlining its visions, values and long term goals ensuring the facility increases social inclusion and promotes health and well-being of the City of Charles Sturt community.

Please provide a copy with this Application

The Club can demonstrate that they have complied with building maintenance and building legislative requirements including fire protection systems, exit and emergency lighting and smoke detectors in accordance with Australian Standards

Club to provide service or test reports, invoices or service agreements.

8. Emergency Service Providers (10%)

Surf Life Saving Clubs are eligible for additional discount to recognise the unique community benefit provided the provision of emergency services

Is your club a recognised Emergency Service Provider?

Yes No

Clubs will be required to apply for these discounts annually with applications being assessed in conjunction with rental reviews.

Please return your completed form in the reply-paid envelope marked "**Attention: Nadia Nuzzo**" or by email: nnuzzo@charlessturt.sa.gov.au

4.68 ASSET MANAGEMENT SERVICES CAPITAL WORKS & OPERATING PROGRAM VARIATIONS

TO Asset Management Committee

FROM: General Manager Asset Management Services - Adrian Ralph

DATE: 18 September 2023

Brief

This report identifies changes to the Total Budget Expenditure for Capital Works and/or Annual Operating Projects that arise when budgeted savings are proposed to be used to offset costs over runs on a project that result from consultation outcomes, changed scope of works or tendering and procurement processes. These changes have nil effect on the total program for Capital and/or Annual Operating Budgets. Where there is an effect on the budgeted financial statements (shift between renewal and new/upgrade projects) adjustments will be referred to the next quarterly review.

Recommendation

- 1. That the following variations to the Capital Works Program or Annual Operating Program be approved and adjusted in the Financial Statements at the next quarterly review as they involve transfers between renewal and new/upgrade works and or new projects to be funded by unbudgeted income:**
 - a. Budgeted expenditure for Point Malcolm Beach Access Way DDA access upgrade 3501 (Upgrade) be increased by:**
 - \$ 35,000 from reallocated funds in Hindmarsh Precinct Upgrade Project 3281 (Upgrade).
 - \$ 84,000 from savings in Beach Access Stairs Renewal - Henley Beach 3424 (Renewal).
 - \$ 31,000 from reallocated funds in Path Renewals 2021/22 3260 (Renewal).
- 2. That the following variations to the Capital Works Program be approved and budgets or scope adjusted accordingly:**

Nil
- 3. That by endorsing the variations listed in 1. above, Council is endorsing a variation to the approved Asset Management Plan renewal schedule where relevant.**

Status

This report relates to or impacts upon the following Community Plan Objectives 2016-2027.

Our Leadership - A leading & progressive Local Government organisation

Our values, leadership and collaborative approach are bold and courageous and enables us to deliver value for our Community and create a leading liveable City.

Relevant Council policies are:

- Nil

Relevant statutory provisions are:

- Nil

Background

The Capital Works and Annual Operating Program for 2023/24 was approved by Council at its meeting of 13 June 2023. Variations to some projects are required following identification of site specific issues, tendering processes and/or consultation outcomes resulting in scope changes or to assist project reporting. These variations are described in the report below and budget adjustments result in changes to the total budgeted expenditure for a capital or annual operating project but have nil impact across the total program. In addition, any changes will be reflected in updates to the approved Asset Management Plans and related Works Program where relevant.

Report

Capital Works Program or Annual Operating Program requiring adjustment to the Financial Statement

1a. Point Malcolm Beach Access Way DDA Ramp Upgrade

The proposed scope of this project is to construct a Disability Discrimination Act (DDA) compliant beach access ramp at the end of the existing boardwalk at Point Malcolm Reserve. A tender has been released to the market and pricing has been received that is higher than originally budgeted due to the final design requirements being significantly more than originally estimated (significant piling structure to support the ramp is required that wasn't in the original cost estimate). To enable the project to continue into construction a budget increase of \$150,000 is required.

It is proposed that savings from the Beach Access Stairs Renewal - Henley Beach (\$84,000 is available in savings due to a very competitive tender process) and reallocated funds in the Hindmarsh Precinct Upgrade (\$35,000) and Path Renewals 2021/22 (\$31,000) projects is utilised to fund the budget shortfall.

Financial and Resource Implications

1. Capital Works Program or Annual Operating Program requiring adjustment to the Financial Statement

Approved Projects 2023/24	Project Type (Renewal, New / Upgrade)	Project Number	Approved Budget Amount	New Proposed Budget Amount	Variance	Reason for Change
1a. Point Malcolm Beach Access Way DDA access upgrade	Upgrade	3501	\$150,000	\$300,000	+\$150,000	Transferring over to contribute to the DDA ramp access upgrade of Point Malcolm
Hindmarsh Precinct Upgrade Project	Upgrade	3281	\$127,000	\$92,000	-\$35,000	To be included in the delivery of the DDA ramp access upgrade of Point Malcolm
Beach Access Stairs Renewal - Henley Beach	Renewal	3424	\$115,508	\$31,508	-\$84,000	
Path Renewals 2021/22	Renewal	3260	\$300,000	\$269,000	-\$31,000	
Total					-\$150,000	

2. Capital Works Program or Annual Operating Program requiring budget or scope adjustment

Nil

Customer Service and Community Implications

The Capital Works and Annual Operating Program variations have arisen for a variety of reasons and involve improving or modifying service levels provided by the various assets managed by council in response to community need.

Environmental Implications

There are no environmental implications.

Community Engagement/Consultation (including with community, Council members and staff)

There is no requirement for Community Engagement or consultation.

Risk Management/Legislative Implications

There are no risk management/or legislative implications.

Conclusion

The Capital Works and Annual Operating Program variations in this report are in response to budget savings, consultation outcomes, or changed scope of works and do not require an overall change to the existing aggregated capital works and operating budget allocation for 2023/24. Amendments will be made to the relevant work plan and Asset Management Plan.

4.69 WOODVILLE ROAD STREETScape UPGRADE - PROJECT UPDATE

TO Asset Management Committee

FROM: Coordinator Engineering Projects - Murali K.G Kumarapuram-Ganapathi

DATE: 18 September 2023

Brief

The report provides status update for the Woodville Road Streetscape Upgrade project.

Recommendation

1. That the report be received and noted.
2. That a final report be provided to Asset Management Committee upon the completion of the project.
3. That any budget variations be presented to Asset Management Committee in a future report.

Status

This report relates to or impacts upon the following Community Plan Objectives 2020-2027.

Our Community - A strong and connected community

Charles Sturt is made up of strong and vibrant communities; we celebrate our identity; heritage and cultural diversity. People feel a sense of belonging, inclusion and social connectedness.

Our Liveability - A liveable City of great places

A well-designed urban environment that is adaptive to a diverse and growing City. City assets and infrastructure are developed and enhanced on a strategic and equitable basis in collaboration with local communities and other relevant parties, including industry and government.

Support diverse events and experiences that bring people together and contribute to the history, culture and vitality of our neighbourhoods.

Drive an integrated, responsive transport system and well-maintained network of roads and paths that facilitate safe, efficient and sustainable connections.

Our Environment - An environmentally responsible & sustainable City

Our city is greener to reduce heat island effects and enhance our biodiversity.

Our Economy - An economically thriving City

Local businesses and entrepreneurial activities flourish through the support, engagement and relationships that are developed and maintained.

Relevant Council policies are:

- Asset Management Policy
- Tree and Vegetation Policy
- Path Policy
- Public Art Policy
- Asset Accounting Policy

Relevant statutory provisions are:

- Local Government Act 1999
- Disability Discrimination Act 1992
- Road Traffic Act 1961

Background

Following extensive public consultation, Council endorsed the Woodville Road Streetscape project in December 2019 (refer CL 09/12/2019, Item 6.136).

A subsequent project update report and detailed design was endorsed by Council in August 2021 (refer CL 09/08/2021, Item 6.71).

Budgets were allocated in 2020/21 and 2021/22 to undertake early works being the relocation of an SA Water main and the removal of above ground power lines and also to commence detailed design.

Previous project progress updates can be found in the following meeting Agenda's:

CL 12/02/2022, Item 6.117
AM 15/08/2022, Item 5.57
AM 14/03/2023, Item 4.22
AM 19/06/2023, Item 4.47

Report

The purpose of this report is to provide a summary of progress to date and to advise of upcoming works.

Woodville Road Stage 1 - Port Road to Railway Line

South Eastern side (Civic Centre Side)

- SEM Civil (construction company) was appointed in July 2022 to undertake civil, electrical and landscaping works and construction commenced in late July 2022.
- During the reporting period Bower street intersection was completed.
- Paving and landscaping works between Port Road and Bower street was completed (in front of Woodville Pizza bar, old library building) except for minor corrective works.
- Ramp entrance to Woodville Town Hall (civic offices) was completed.

North Western Side

- Paving, electrical and landscaping works between Port Road and NNQ significantly completed.
- Due to design changes the trees in front of 53, Woodville Road (Westside Lunch & Coffee Bar) will require decorative steel bases to be installed to make the area pedestrian friendly and the bases are currently being fabricated.
- Works at the intersection of Bower Street is nearly completed. Works have been delayed due to a leaking water main and re-location of a water connection by SA Water.
- Civil, electrical and landscaping Construction works are in progress between NNQ and Railway corridor.

Central Median

- Civil and landscaping works in the central median are in progress.

Woodville Road Stage 3 - Port Road median Gateway works (pedestrian crossing and landscape improvements)

- Detailed design has been slightly modified and construction contract has been awarded to SEM Civil and works are scheduled to commence in October 2023.

Project Delivery Time Frames Stage 1

Woodville Road Stage 1 construction schedule has been delayed due to various factors including sub contractor unavailability, latent conditions, inclement weather and scope increase. The construction duration has been extended by ninety eight days and the anticipated date of completion is end of September 2023.

Contractor has mobilised an additional paving crew to construct the median hard landscaping works during the night. This is expected to save an estimated eight days in construction duration.

Refer to **Appendix 1** for the project progress photos.

Financial and Resource Implications

The Woodville Road Streetscape upgrade is a multi year project. The table below provides a summary of budgets.

Previous Budgets (2020/21 and 2021/22)	
Detailed design	\$ 275,000
PLEC works (under grounding of power lines)	\$ 380,000
Water main relocation works	\$ 265,000
Approved Budget (2022/23)	
P3276 Woodville Road Streetscape Upgrade	\$ 6,744,900
Total Project Budget (2020/21, 2021/22 & 2022/23)	\$ 7,664,900
Actual Expenditure 2020/21, 2021/22	\$ 846,475
Actual Expenditure to end of August 2023	\$ 5,297,777
Commitments at end of August 2023	\$ 1,096,659
Total Actual Expenditure and Commitment (All Years)	\$ 7,240,911
Remaining Budget	\$ 423,989
Outstanding Works	
Estimated Cost of Outstanding Works	\$ 526,000
Contingency *	\$ 225,000
Total Estimated Cost	\$ 751,000
Estimated Budget Deficit ** excluding Contingency (best case)	-\$ 102,011
Estimated Budget Deficit ** including Contingency (worst case)	-\$ 327,011

*Contingency includes allowance for third party unforeseen issues e.g. Telstra, SAPN required works and any additional asphalt.

** Major reasons for actual expenditure exceeding budget is due to additional scope of works and latent conditions.

Customer Service and Community Implications

Customer service, business and community engagement are vital aspects of delivering the project. The high volume of traffic and the Department of Infrastructure and Transport (DIT) requirements on Woodville Road is a major challenge for construction works. Pedestrian traffic and access to businesses are also challenges and are being managed by the civil contractor.

The project team continues to communicate with civic centre staff and businesses to listen and respond to their needs.

Contractor's representatives continue to communicate with businesses and where possible works are carried out when businesses are closed (during business off days).

Environmental Implications

The Woodville Road Streetscape upgrade project will see new trees planted in the central median and along the footpaths. Once established the trees will provide significant canopy cover and help reducing urban heat effects.

Treated stormwater sourced from Council's recycled stormwater will be used to irrigate the trees and plants in the project thereby reducing Council's reliance on potable water.

A new Electric Vehicle charging station will be installed on Woodville Road near Norman Street and will assist in reducing green house gas emissions.

Community Engagement/Consultation (including with community, Council members and staff)

Current engagement initiatives that are continuing throughout the project include:

- A dedicated project hotline (1 call received this quarter).
- Project email address (0 emails received this quarter).
- Site Podium construction Mobile App to provide project updates and milestones (currently 148 followers).
- Dedicated Yoursay Webpage to provide background information and construction updates as required.
- Notices to impacted businesses and local residents through the project.
- Internal wall sticker at the Civic Centre showing the concept design along with access information and car parking map.
- Notices on the internal 'mine' for staff, relating to traffic management around the Civic building.
- Liaison with the Town Hall staff to ensure appropriate access for users.
- VMS trailers on all four approaches to Woodville Road construction.

Marketing & Communications

- Latest news articles detailing the extent of road closures including traffic management plans and maps.
- Social media post detailing the side road closures and centre median works.

Business Support

We are continuing to support businesses, with the use of 'Business As Usual' signs displayed throughout construction.

SEM contractors are continuing with direct engagement with the businesses.

Customer Enquiries

Below is a summary of customer enquiries to the City of Charles Sturt (CCS) and the contractor.

Project Phase	Enquiries to CCS	Enquiries to Contractor
Pre-construction	3	Not applicable
July 2022 – October 2022	7	23
November 2022 – February 2023	0	15
March 2023 – May 2023	9	52
June 2023 – August 2023	9	5

Risk Management/Legislative Implications

Major road streetscape upgrade projects carry many inherent risks and the major on going risks for the Woodville Road Streetscape projects are listed below.

Traffic Movement and DIT Permits:

Woodville Road is a major arterial road and lane closure to conduct works requires a DIT permit. DIT have issued a permit to close one lane in each direction between 9am and 3pm to complete works in the central median. This has occasionally resulted in traffic back up over the rail corridor and Port Road. If DIT change the permit conditions and reduce lane closure timings there could be major impacts on project delivery time frames and cost. Contractor has commenced paving works in the central median at night to reduce lane closure time frames.

Latent Conditions

Latent conditions including unknown services and services being in the incorrect locations are risks that are being managed on site by the project team.

Inconvenience to Customers and Potential Businesses Loss

Construction works in front of businesses may impact access and inconvenience businesses and customers resulting in potential business loss. Project team continues to engage with businesses to minimise the impact. Works are carried out during night and on days businesses are closed where possible to manage the risk.

Price and Potential Cost Increase

The construction contract with SEM Civil was signed in July 2022 and the pricing was based on pricing at the time of tender in May 2022.

Asphalt prices have increased during the time and SEM civil will be seeking a variation for the increased cost of asphalt. The value of the variation will depend on the listed price of bitumen at the time of the asphalt works (scheduled for mid to end September 2023, subject to weather and sub-contractor availability).

SEM may also seek compensation for other price increase such as concrete and the claims will be managed based on provisions of the contract and through negotiations.

Conclusion

The Woodville Road Streetscape Upgrade Stage 1 construction between Port Road and Russell Terrace is in progress.

Woodville Road Stage 3 - Port Road median upgrade and new Pedestrian Activated Crossing (PAC) contract has been awarded and works are scheduled to commence in October 2023.

A final report on the project will be provided to the Asset Management Committee upon completion of the project.

Appendices

#	Attachment
1	Appendix 1 - Woodville Road Streetscape Upgrade - Project progress photos

APPENDIX 1

Appendix 1 –Woodville Road Streetscape Upgrade – Project progress photos



Paving commenced in Central median 21 August 2023



Paving and landscaping in front of car wash 17 August 2023



Aberfeldy Avenue intersection works 2 August 2023



Town Hall Access Ramp - hand railing completed in July 2023



Civil works in progress between NNQ and Railway line 28 July 2023



Median concrete works in progress - Taken by Time Lapse Camera 17 August 2023

5. MOTIONS ON NOTICE

6. QUESTIONS ON NOTICE

7. MOTIONS WITHOUT NOTICE

[As previously identified and agreed by the Presiding Member]

8. QUESTIONS WITHOUT NOTICE

9. BUSINESS - PART II - CONFIDENTIAL ITEMS

10. MEETING CLOSURE