



# COUNCIL MINUTES

for the meeting

Tuesday 14 July 2020

in the Council Chamber,  
Adelaide Town Hall



Present - The Right Honourable the Lord Mayor, Sandy Verschoor (Presiding);  
Deputy Lord Mayor, Councillor Hyde  
Councillors Abrahamzadeh, Couros, Donovan, Hou, Khera, Knoll, Mackie, Martin, Moran and Simms.

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### Acknowledgement of Country

At the opening of the Council Meeting, the Lord Mayor stated:

'Council acknowledges that we are meeting on traditional Country of the Kurna people of the Adelaide Plains and pays respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kurna people living today.

And we also extend that respect to other Aboriginal Language Groups and other First Nations who are present today.'

### Acknowledgement of Colonel William Light

The Lord Mayor stated:

'The Council acknowledges the vision of Colonel William Light in determining the site for Adelaide and the design of the City with its six (6) squares and surrounding belt of continuous Park Lands which is recognised on the National Heritage List as one of the greatest examples of Australia's planning heritage.'

### Prayer

Upon the completion of the Acknowledgement of Colonel Light by the Lord Mayor, the Deputy Chief Executive Officer asked all present to pray -

'Almighty God, we ask your blessing upon the works of the City of Adelaide; direct and prosper its deliberations to the advancement of your glory and the true welfare of the people of this City. Amen'

### Memorial Silence

The Lord Mayor asked all present to stand in silence in memory of those who gave their lives in defence of their Country, at sea, on land and in the air.

### Apologies and Leave of Absence

Nil

### Confirmation of Minutes

#### 1. Item 6 - Confirmation of Minutes – 9/6/2020, 23/6/2020, 30/6/2010 & 9/7/2020 [C]

Moved by Deputy Lord Mayor (Councillor Hyde),  
Seconded by Councillor Knoll –

That the Minutes of the meeting of the Council held on 9 June 2020 and the Special meetings of the Council held on 23 June 2020, 30 June 2020 & 9 July 2020, be taken as read and be confirmed as an accurate record of proceedings, subject to the following amendments to the minutes of the meeting of the Council held on 9 June 2020:

- At the conclusion of Item 17.8 - Councillor Couros – Motion on Notice - Mural on the North-East Corner of Frome and Rundle Streets, Councillor Greg Mackie left the meeting at 1.30am.

- The division at the conclusion of Item 17.10 - Councillor Martin - Motion on Notice - Financial Assistance, be altered to read as follows:

Councillor Martin then requested that a division be taken on the motion

#### **Division**

#### **For (9):**

Deputy Lord Mayor (Councillor Hyde) and Councillors Abrahamzadeh, Couros, Donovan, Hou, Khera, Knoll, Martin and Simms.

#### **Against (0):**

The division was declared in favour of the motion

- At the conclusion of Item 18 – Councillor Couros - Motion without Notice - COVID-19 restrictions, a division be inserted to read as follows:

Councillor Simms then requested that a division be taken on the motion

#### **Division**

#### **For (6):**

Deputy Lord Mayor (Councillor Hyde) and Councillors Abrahamzadeh, Couros, Hou, Khera, Knoll

#### **Against (3):**

Councillors Donovan, Martin and Simms

The division was declared in favour of the motion

Carried

Councillor Moran entered the meeting at 5.04 pm.

#### **Deputations**

Nil

#### **Adoption of Items**

#### **2. Adoption of Item 8.1, Item 9.1, Item 10.3, Item 10.6, Item 10.10 & 10.13 [C]**

Moved by Councillor Couros,  
Seconded by Councillor Abrahamzadeh –

That the following Items - Item 8.1, Item 9.1, Item 10.3, Item 10.6, Item 10.10 & 10.13 – be adopted as presented, namely -

#### **Item 8.1 – Petition – The Free City Bus Connection [2018/04073] [C]**

#### THAT COUNCIL

1. Receives the two petitions containing 62 signatories and 18 signatories, distributed as separate documents to Item 8.1 on the Agenda for the meeting of the Council held on 14 July 2020, which seek continuation of the City Connector Bus service.

#### **Item 9.1 - Advice of the Adelaide Park Lands Authority – 18/6/2020 & 2/7/2020 [2018/04062] [C]**

#### THAT COUNCIL NOTES THE FOLLOWING ADVICE OF THE ADELAIDE PARK LANDS AUTHORITY:

1. Advice 1 - Brown Hill and Keswick Creeks Stormwater Management Project (South Park Lands)

#### THAT THE ADELAIDE PARK LANDS AUTHORITY ADVISES COUNCIL:

That the Adelaide Park Lands Authority:

1. Notes the Brown Hill and Keswick Creeks Stormwater Board's stakeholder engagement report on the design proposal for stormwater management works proposed for Victoria Park / Pakapakanthi (Park 16) and Blue Gum Park / Kurangga (Park 20) as provided in Attachment A to Item 3.1 on the Agenda for the Special meeting of the Board of the Adelaide Park Lands Authority held on 18 June 2020.

2. Supports the general intent of the design proposal for the stormwater management works in Victoria Park / Pakapakanthi (Park 16) as shown in Attachment B to Item 3.1 on the Agenda for the Special meeting of the Board of the Adelaide Park Lands Authority held on 18 June 2020.
3. Supports the removal of two regulated trees, 31 unregulated or exempt trees and a grove of White Poplar trees in Victoria Park / Pakapakanthi (Park 16), as shown in Attachment D to Item 3.1 on the Agenda for the Special meeting of the Board of the Adelaide Park Lands Authority held on 18 June 2020
4. Recommends the project team re-look at the design proposal for Blue Gum Park / Kurangga (Park 20), as shown in Attachment E (noting that tree 96 is no longer proposed for removal and tree 108 was incorrectly classified as significant) to Item 3.1 on the Agenda for the Special meeting of the Board of the Adelaide Park Lands Authority held on 18 June 2020, with the aim of reducing the impact on established trees, in particular two regulated trees – trees (19) and (95) by shifting the works as part of a possible modification of the existing Tree Climb infrastructure.
5. Commends the design team for reconfiguring the design to ensure the retention of tree (96).
6. Notes the proposed planting of over 120 new trees in Victoria Park / Pakapakanthi (Park 16) and 40 in Blue Gum Park / Kurangga (Park 20) as part of the project.
7. Supports the use of part of Victoria Park / Pakapakanthi (Park 16) as generally shown in Attachment F to Item 3.1 on the Agenda for the Special meeting of the Board of the Adelaide Park Lands Authority held on 18 June 2020 as a temporary soil stockpile and soil sorting facility for the duration of the works.
8. Notes that the location and shape of the proposed temporary soil stockpile and soil sorting facility, as generally shown in Attachment F to Item 3.1 on the Agenda for the Special meeting of the Board of the Adelaide Park Lands Authority held on 18 June 2020, is indicative and subject to finalisation pending discussions with organisers of events such as the Superloop Adelaide 500.
9. Recommends that the Brown Hill and Keswick Creeks Stormwater project team works with Kaurna community representatives to ensure that Kaurna cultural heritage for the Victoria Park / Pakapakanthi (Park 16) and Blue Gum Park/Kurangga (Park 20) site is clearly recognised and incorporated in the native vegetation, interpretative signage and any artworks associated with the project.

2. Advice 2 – Adelaide Park Lands Authority – Annual Business Plan & Budget 2020/21

THAT THE ADELAIDE PARK LANDS AUTHORITY ADVISES COUNCIL:

That the Adelaide Park Lands Authority:

1. Adopts its 2020/21 Business Plan and Budget, as included in Attachment A to Item 8.1 on the Agenda for the meeting of the Board of the Adelaide Park Lands Authority held on 2 July 2020, subject to the required consultation with the City of Adelaide.
3. Advice 3 - Change to Event Footprint: Gluttony 2021 & 2022 / COVID-19 Response for Events

THAT THE ADELAIDE PARK LANDS AUTHORITY ADVISES COUNCIL:

That the Adelaide Park Lands Authority:

1. Supports the proposal for the change to the Gluttony event footprint as defined in the map, Attachment A to Item 8.2 on the Agenda for the meeting of the Board of the Adelaide Park Lands Authority held on 2 July 2020, for the remainder of their existing Multi-Year Event Licence which is for an event to be held in 2021 and in 2022.
2. Supports formalising amendments to existing multi-year licences for events commencing until 30 June 2021 that may be required for an event to fulfil their COVID Management Plan or COVID Safe Plan including:
  - 2.1 Changes in event site location
  - 2.2 Significant changes in event concept
  - 2.3 Significant changes to the event footprint
  - 2.4 Significant changes to the trading hours of the event
3. Supports not charging additional Park Lands Site Fees for events commencing up until 30 June 2021 where there is the need for an event to increase the extent of their site or period of occupancy to fulfil their COVID Management Plan or COVID Safe Plan.

**Item 10.3 - Strategic Property Matter – Unnamed Private Road off Market Street [2016/03678] Presented to Committee 7/7/2020 [C]**

THAT COUNCIL

1. Notes the Administration has reviewed all matters pertaining to the ownership of the road marked “A” on Attachment A to Item 10.3 on the Agenda for the meeting of the Council held on 14 July 2020 and is satisfied that Council can declare the Road public if it chooses.
2. Authorises the Chief Executive Officer to:
  - 2.1. Negotiate the terms of a Deed with Primefield Property Pty Ltd and Wright Developments SA Pty Ltd, the essential terms of which will require: -
    - 2.1.1. Council to declare the private road marked “A” on Attachment A to Item 10.3 on the Agenda for the Council held on 14 July 2020 to be a public road pursuant to section 210 of the *Local Government Act 1999 (SA)*.
    - 2.1.2. Council to commence a road process pursuant the *Roads (Opening & Closing) Act 1991 (SA)* to close and transfer the road marked “A” on Attachment A to Item 10.3 on the Agenda for the Council held on 14 July 2020 to Primefield Property Pty Ltd.
    - 2.1.3. Primefield Property Pty Ltd to pay Council a sum determined by independent valuation as consideration for the transfer of the road marked “A” on Attachment A to Item 10.3 on the Agenda for the Council held on 14 July 2020.
    - 2.1.4. Primefield Property Pty Ltd to upgrade the road marked “A” on Attachment A to Item 10.3 on the Agenda for the Council held on 14 July 2020 to council’s satisfaction (at the expense of Primefield Property Pty Ltd) in the event that the road is declared a public road by Council but is subsequently unable to be closed and transferred to Primefield Property Pty Ltd pursuant to the *Roads (Opening & Closing) Act 1991 (SA)*.
  - 2.2 Negotiate the terms of Deeds with the owners of other land adjoining the road marked “A” on Attachment A to Item 10.3 on the Agenda for the meeting of the Council held on 14 July 2020 in order to facilitate the transfer of the road marked “A” on Attachment A to Primefield Property Pty Ltd.
3. Authorises the Chief Executive Officer and Lord Mayor to execute and affix the Common Seal to Deeds and any other documents to give effect to Council’s resolution.

**Item 10.6 - Review of the Adelaide Park Lands Events Management Plan [2019/02026] Presented to Committee 7/7/2020 [C]**

THAT COUNCIL

1. Notes the review of the Adelaide Park Lands Events Management Plan 2016-2020.

**Item 10.10 - Electrification of Vehicles [2018/03956] Presented to Committee 7/7/2020 [C]**

THAT COUNCIL

1. Notes the report.
2. Approves the ongoing implementation of the City’s Zero Emission Vehicle Plan, prioritising electrification of the vehicle types, within the budget, for which there are more widely available purchasing options and for which the costs reflect closer price parity to conventional fuel vehicles.

**Item 10.13 - Progress of Motions by Elected Members [2018/04074] [C]**

That Council:

1. Notes the report.

Carried

**Advice/Recommendation from Audit Committee**

**3. Item 9.2 - Advice/Recommendation of Audit Committee - 19/6/2020 [2018/04062] [C]**

Discussion ensued

It was then -

Moved by Councillor Couros,  
Seconded by Councillor Khera –

That the following recommendations – Recommendation 1 & Recommendation 2 contained in Item 9.2 – be adopted as presented, namely -

**1. Report of the Audit Committee – 19 June 2020**

THAT COUNCIL

1. Notes the report of the meeting of the Audit Committee held on 19 June 2020.

**2. Internal Audit Plan 2020-21**

THAT COUNCIL

1. Approves the City of Adelaide one-year Internal Audit Plan, contained in Attachment A to Item 6.1 on the Agenda for the meeting of the Audit Committee held on 19 June 2020.

Carried

**Reports for Council (Chief Executive Officer's Reports)**

**4. Item 10.1 - Adelaide Park Lands Building Design Guidelines [2019/01075] Presented to Committee 7/7/2020 [C]**

Moved by Councillor Khera,  
Seconded by Deputy Lord Mayor (Councillor Hyde) -

THAT COUNCIL

1. Notes the Adelaide Park Lands Management Strategy 2015-2025 (APLMS) Strategy 1.4, Action 2 identifies a 'review [of] ... the Park Lands Building Design Guidelines to optimise design and functional outcomes from Park Lands buildings and structures whilst managing impacts on the Park Lands.'
2. Notes the focused stakeholder feedback summary and community consultation feedback as presented in Attachment A: APLBDG Community Consultation Feedback to Item 10.1 on the Agenda for the meeting of the Council held on 14 July 2020.
3. Notes that City of Adelaide Administration will continue to seek that the State Planning Commission incorporates the Adelaide Park Lands Building Design Guidelines into the Planning and Design Code, or that it is adopted as a design standard to further support high quality Park Lands building design.
4. Adopts the draft final guidelines for publication as presented in the Attachment B: Draft final Guidelines to Item 10.1 on the Agenda for the meeting of the Council held on 14 July 2020, subject to:
  - replacing the word 'contemporary' with one of either 'beautiful', 'fit-for-purpose', or 'meritorious', with at least some instances of use of each of these terms,
  - And removing the words 'without superfluous ornamentation' from objective 4.3 and also from the 'outcome' section of the document.

Discussion ensued during which Councillor Simms entered the meeting at 5.15 pm.

Amendment –

Moved by Councillor Martin,  
Seconded by Councillor Simms -

That part 4 of the motion be amended to include an additional dot point as follows:

- Replacing the first sentence of Objective 5.1 - Principle 5  
The expansion of footprint can be justified for the inclusion of change rooms and toilet facilities for gender diverse and disabled users while other facilities can be incorporated in floor area.

Discussion continued

The amendment was then put and carried  
The motion as amended was then put and carried

Attachment B [Draft Guidelines with highlights] to Item 10.1 re-distributed separately is attached for reference at the end of the Minutes of this meeting.

**5. Item 10.2 - Field Street Upgrade and partial closure (closure to northbound motor vehicles) [VS2019/5170] Presented to Committee 7/7/2020 [C]**

Discussion ensued

It was then -

Moved by Councillor Martin,  
Seconded by Councillor Mackie -

**THAT COUNCIL**

1. Approves that, pursuant to Section 32 of the *Road Traffic Act 1961*, the closure of Field Street to northbound motor vehicle traffic between Wright Street and Gouger Street as set out in Attachment A to Item 10.2 on the Agenda for the meeting of the Council held on 14 July 2020, to all motor vehicles other than City of Adelaide authorised vehicles, emergency service vehicles and bicycles to be implemented as part of the proposed upgrade works for Field Street.
2. Authorises the Chief Executive Officer to cause notice of the Closure to:
  - 2.1. be published in "The Advertiser" and "Sunday Mail"
  - 2.2. be published in the State Government Gazette
  - 2.3. be given by post to each ratepayer of land immediately abutting Field Street
  - 2.4. be published on Council's internet website
  - 2.5. be made available at Council's Customer Centre, Libraries and Community Centres.
3. Approves the Field Street concept design as shown in Attachment B to Item 10.2 on the Agenda for the meeting of the Council held on 14 July 2020 including parking changes shown in Attachment C to Item 10.2 on the Agenda for the meeting of the Council held on 14 July 2020 and the interim removal of 4 loading zones on the east side to improve safety prior to the upgrade project commencing.
4. Notes that external funding is being sought to construct the project.

Discussion continued

The motion was then put and carried

**6. Item 10.4 - Financial Assistance for City of Adelaide Businesses Impacted by COVID-19 [2020/00150] [C]**

Moved by Councillor Martin,  
Seconded by Councillor Simms -

**THAT COUNCIL**

1. Notes the significant commitments made by Council to support the City's recovery during and post-COVID-19.
2. Notes the City of Adelaide's obligations in accordance with the Federal Government's National Cabinet Mandatory Code of Conduct – SME Commercial Leasing Principles During COVID-19, Attachment A to Item 10.4 on the Agenda for the meeting of the Council held on 14 July 2020.
3. Approves the Extension / Variation to the City Support Package (Option 1) to apply from 1 July – 30 September 2020:
  - 3.1 50% rent deferral for three months for lessees of Council-owned buildings (commercial tenants - small business operators)
  - 3.2 50% rent deferral for three months for community leases of council-owned buildings
  - 3.3 50% rent deferral for three months for Adelaide Central Market Tenants
  - 3.4 50% deferral for three months of Park Lands licence fees for sporting clubs and community groups
  - 3.5 These deferred payments will be amortised over the balance of the lease term and for a period of no less than 24 months, whichever is the greater, unless otherwise agreed by the parties, in accordance with the Code.

4. Approves the extension of the rates hardship assistance measures, which have been made available to all City ratepayers on application through the City Support Package, until 31 December 2020.
5. Notes the modelling undertaken as requested by Council on the projected costs of providing additional financial assistance to City ratepayers and the impact on the City of Adelaide's Long-Term Financial Plan, outlined in detail in this report and summarised in Attachment B to Item 10.4 on the Agenda for the meeting of the Council held on 14 July 2020.
6. Approves a 50% citywide rate waiver for Qtr2 of the 2020/2021 financial year as detailed 9.3, 9.3.1, 9.3.4 and a rate waiver for the unemployed as detailed at 9.2, 9.2.1, 9.2.2, 9.2.3, 9.2.4, 9.2.6 and 9.2.7, funded as set out in 10.1, 10.2, 10.3 and 10.4 in the discussion paper for the meeting of Council on Tuesday 14 July 2020.

Much discussion ensued during which:

- in response to Councillor Knoll disclosing a conflict of interest in Part 3 of the motion, the Presiding Member indicated that the motion would be dealt with in parts.
- Councillor Simms left the meeting at 5.48pm, re-entered at 5.50pm, left at 5.53pm and re-entered the meeting at 5.55pm.

Parts 1, 2, 4, 5 and 6 of the motion were put and lost

Councillor Martin requested that a division be taken on the motion

#### **Division**

##### **For (4):**

Councillors Mackie, Martin, Moran and Simms.

##### **Against (7):**

Deputy Lord Mayor (Councillor Hyde) and Councillors Abrahamzadeh, Couros, Donovan, Hou, Khera and Knoll.

The division was declared against the motion

Councillor Knoll disclosed a material conflict of interest in that part of Item 10.4 [Financial Assistance for City of Adelaide Businesses Impacted by COVID-19] relating to the Extension / Variation to the City Support Package (Option 1) to apply from 1 July – 30 September 2020, pursuant to Sections 73 & 74 of *the Local Government Act 1999 (SA)*, because he is a trader and lessee within the Adelaide Central Market, withdrew his Chair and left the Council Chamber at 6.00pm.

Part 3 of the motion was then put and carried

Discussion continued

It was then -

Moved by Councillor Couros,  
Seconded by Deputy Lord Mayor (Councillor Hyde) -

#### **THAT COUNCIL**

1. Notes the significant commitments made by Council to support the City's recovery during and post-COVID-19.
2. Notes the City of Adelaide's obligations in accordance with the Federal Government's National Cabinet Mandatory Code of Conduct – SME Commercial Leasing Principles During COVID-19, Attachment A to Item 10.4 on the Agenda for the meeting of the Council held on 14 July 2020.
3. Approves the extension of the rates hardship assistance measures, which have been made available to all City ratepayers on application through the City Support Package, until 31 December 2020.
4. Notes the modelling undertaken as requested by Council on the projected costs of providing additional financial assistance to City ratepayers and the impact on the City of Adelaide's Long-Term Financial Plan, outlined in detail in this report and summarised in Attachment B to Item 10.4 on the Agenda for the meeting of the Council held on 14 July 2020.
5. Approves any additional financial assistance to City ratepayers at its 11 August Council meeting.



Discussion ensued during which Councillor Knoll re-entered the meeting at 6.03pm

The motion was then put and carried

## **7. Item 10.5 - 2020/21 Events and Festivals Sponsorship Program Funding Recommendations [2020/00725] Presented to Committee 7/7/2020 [C]**

Discussion ensued during which:

- In response to Councillors Simms and Mackie and the Presiding Member each disclosing a conflict of interest in a part of the matter presented for deliberation, the Presiding Member indicated that the matter would be dealt with in parts
- Undertaking - 2021 DreamBIG Children's Festival [C]

In response to Councillor Martin an undertaking was given to clarify the applicant seeking funding.

It was then -

Moved by Councillor Martin,  
Seconded by Councillor Knoll -

### THAT COUNCIL

1. Approves the following funding recommendations for the Events and Festivals Sponsorship Program for the total amount of \$110,000 in 2020/21 and \$40,000 in 2021/22 pending approval of Council's 2020/21 and 2021/22 Business Plans and Budgets.
  - 1.1. The Nature Conservation Society of South Australia Inc (NCSSA) – 2020 Amongst It Festival of Nature: \$25,000 in 2020/21.
  - 1.2. Botanic Gardens and Herbarium – 2021 Metamorphosis: \$25,000 in 2020/21.
2. Approves the redirection of any unspent funds during 2020/21 to support the following requests:
  - 2.1. Additional funds sought by existing events/festivals already receiving Council sponsorship support (as detailed in 1.2 of this report).
  - 2.2. New requests that have not engaged the Sponsorship Program process and timelines.
  - 2.3. Requests from commercial organisations operating on an expected profit basis.

Carried

Councillor Simms disclosed a material conflict of interest in that part of Item 10.5 [2020/21 Events and Festivals Sponsorship Program Funding Recommendations] relating to the University of Adelaide, pursuant to Sections 73 & 74 of the *Local Government Act 1999 (SA)*, because the University of Adelaide is his employer, withdrew his Chair and left the Council Chamber at 6.08pm.

Councillor Mackie disclosed a material conflict of interest in that part of Item 10.5 [2020/21 Events and Festivals Sponsorship Program Funding Recommendations] relating to the University of Adelaide, pursuant to Sections 73 & 74 of the *Local Government Act 1999 (SA)*, because he is the Chairman of the Adelaide Festival of Ideas, withdrew his Chair and left the Council Chamber at 6.08pm.

Lord Mayor, Sandy Verschoor disclosed a material conflict of interest in that part of Item 10.5 [2020/21 Events and Festivals Sponsorship Program Funding Recommendations] relating to the Adelaide Festival Centre Trust, pursuant to Sections 73 & 74 of the *Local Government Act 1999 (SA)*, because she is a Adelaide Festival Centre Trustee, withdrew her Chair and left the Council Chamber at 6.08pm.

The Deputy Lord Mayor, Councillor Hyde commenced presiding at 6.08pm.

It was then -

Moved by Councillor Abrahamzadeh,  
Seconded by Councillor Knoll -

### THAT COUNCIL

1. Approves the following funding recommendations for the Events and Festivals Sponsorship Program for the total amount of \$110,000 in 2020/21 and \$40,000 in 2021/22 pending approval of Council's 2020/21 and 2021/22 Business Plans and Budgets.
  - 1.1. Adelaide Festival Centre Trust – 2021 DreamBIG Children's Festival: \$60,000 in 2020/21.

- 1.2. The University of Adelaide – 2021 Adelaide Festival of Ideas: \$40,000 as a pre-commitment from the 2021/22 sponsorship budget.

Carried

The Lord Mayor re-entered the meeting at 6.10pm and resumed presiding.

Councillors Mackie and Simms re-entered the meeting at 6.10pm.

**8. Item 10.7 - New Year's Eve 2020 COVID-19 Planning [2020/00492] Presented to Committee 7/7/2020 [C]**

Moved by Deputy Lord Mayor (Councillor Hyde),  
Seconded by Councillor Khera -

THAT COUNCIL

1. Notes the proposed Adelaide's NYE 2020 event model outlined in this report, in response to COVID-19.
2. Notes that to deliver the Adelaide's NYE 2020 event in accordance with any current COVID-19 related restrictions, a reduction to the artistic programming budget of circa \$29,500 may be required, to ensure the event is delivered within the 20/21 proposed budget.
3. Notes that to deliver a trial hybrid visual entertainment program, an additional \$50,000 is required.
4. Notes that we will seek funding and partnership opportunities to offset the additional budget requirements in relation to the hybrid visual entertainment program.
5. Approves a trial hybrid entertainment program as part of the 2020 event, subject to securing sufficient additional funds by 31 August 2020.

Discussion ensued during which:

- Councillor Khera withdrew his seconding of the motion.
- The motion was then seconded by Councillor Abrahamzadeh
- Undertaking – NYE 2020 Funding & Planning Update [C]

An undertaking was given to provide an E-news update on the success of funding and partnership opportunities and planning for NYE 2020 by the end of August 2020.

The motion was then put and carried

**9. Item 10.8 - Resumption of the City Connector Service [202096101] [C]**

Moved by Councillor Martin,  
Seconded by Councillor Moran -

That Council:

1. Notes the letter received from the Department of Planning, Transport and Infrastructure on 26 June 2020 as contained in Attachment A to Item 10.8 on the Agenda for the meeting of the Council held on 14 July 2020, noting the intention to recommence the City Connector bus service from 5 July 2020, which was suspended from 5 April 2020 due to COVID-19.
2. Notes the Administration will use the interim period to work with the South Australian Public Transport Authority to review the City Connector service to identify potential refinements and improvements, with consideration of Council's recent resolutions on the matter.
3. Asks the Administration to initiate and to report to the November Council meeting the outcome of an extensive consultation process, including at least one public meeting with City ratepayers and stakeholders on whether they would like;
  - 3.1 The continuation of the current City Connector routes, stops and service frequency/schedule
  - 3.2 Changes to the routes, stops and service frequency/schedule and, if so, the detail of such changes
  - 3.3 Improvements or changes to the Service not including routes, stops and service frequency/schedule.

Discussion ensued during which Councillor Khera left the room at 6.34pm and re-entered at 6.36pm.

Amendment -

Moved by Councillor Couros,  
Seconded by Deputy Lord Mayor (Councillor Hyde) -

That the motion be amended by the inclusion of the following:

- '4. Prior to consultation administration to facilitate a workshop with elected members to review the current service and any alterations that maybe worthy of consultation.'

Much discussion ensued

The amendment was then put and carried

Councillor Martin requested that a division be taken on the amendment

#### **Division**

##### **For (8):**

Deputy Lord Mayor (Councillor Hyde) and Councillors Abrahamzadeh, Couros, Donovan, Hou, Khera, Knoll and Mackie.

##### **Against (3):**

Councillors Martin, Moran and Simms.

The division was declared in favour of the amendment

Discussion continued

The motion, as amended, was then put and carried

Deputy Lord Mayor, Councillor Hyde requested that a division be taken on the motion, as amended

#### **Division**

##### **For (10):**

Deputy Lord Mayor (Councillor Hyde) and Councillors Abrahamzadeh, Couros, Donovan, Hou, Knoll, Mackie, Martin, Moran and Simms.

##### **Against (1):**

Councillor Khera.

The division was declared in favour of the motion, as amended

#### **10. Item 10.9 - Wildlife Rescue Facility in Park Lands [2017/04573] Presented to Committee 7/7/2020 [C]**

Moved by Deputy Lord Mayor (Councillor Hyde),  
Seconded by Councillor Abrahamzadeh -

#### **THAT COUNCIL**

1. Notes the report.
2. Engages in an expression of interest process directed to not for profit organisations conducting wild life rescue and rehabilitation and asking them whether they would be interested in using a small part of the Park Lands, away from significant public use, to undertake the vital volunteer work that their organisations do.
3. Makes clear that this EOI is for a non-permanent facility; ie not a permanent building on the Park Lands.

Discussion ensued during which:

- Undertaking – Costs associated with undertaking an EOI [C]

In response to Councillor Simms, with reference to an EOI for a Wildlife Rescue Facility in Park Lands, an undertaking was given to provide an example of costs associated with undertaking an EOI process, in terms of staff time and organisational cost.

- Councillor Abrahamzadeh left the meeting at 7.16pm, re-entered at 7.17pm, left at 7.17pm and re-entered the meeting at 7.19pm

The motion was then put and carried

Councillor Moran requested that a division be taken on the motion

**Division**

**For (6):**

Deputy Lord Mayor (Councillor Hyde) and Councillors Abrahamzadeh, Couros, Hou, Khera and Knoll.

**Against (5):**

Councillors Donovan, Mackie, Martin, Moran and Simms.

The division was declared in favour of the motion

**11. Item 10.11 - Brown Hill & Keswick Creek Stormwater Project (South Park Lands) [2018/02437] Presented to Committee 7/7/2020 [C]**

Moved by Councillor Deputy Lord Mayor (Councillor Hyde),

Seconded by Councillor Knoll -

THAT COUNCIL

1. Notes the Brown Hill and Keswick Creeks Stormwater Board's stakeholder engagement report on the design proposal for stormwater management works proposed for Victoria Park / Pakapakanthi (Park 16) and Blue Gum Park / Kurangga (Park 20) as provided in Attachment A to Item 10.11 on the Agenda for the meeting of the Council held on 14 July 2020
2. Approves the implementation of the stormwater management works in Victoria Park / Pakapakanthi (Park 16) as generally shown in Attachment B to Item 10.11 on the Agenda for the meeting of the Council held on 14 July 2020.
3. Approves the implementation of the stormwater management works in Blue Gum Park / Kurangga (Park 20) as generally shown in Attachment C to Item 10.11 on the Agenda for the meeting of the Council held on 14 July 2020.
4. Approves the removal of two regulated trees and 31 unregulated or exempt trees and a grove of White Poplar trees in Victoria Park / Pakapakanthi (Park 16), as shown in Attachment D to Item 10.11 on the Agenda for the meeting of the Council held on 14 July 2020.
5. Approves the removal of two regulated trees as well as 84 unregulated or exempt trees from Blue Gum Park / Kurangga (Park 20), as shown in Attachment E to Item 10.11 on the Agenda for the meeting of the Council held on 14 July 2020.
6. Notes the Brown Hill and Keswick Creeks Stormwater Board's intent to further explore design options for Blue Gum Park / Kurangga (Park 20), as shown in Attachment E to Item 10.11 on the Agenda for the meeting of the Council held on 14 July 2020, with the aim of reducing the impact on two regulated trees – trees (ID#19) and (ID#95), by shifting the works as part of a possible modification of the existing Tree Climb infrastructure.

Discussion ensued during which Councillor Moran left the meeting at 7.40pm and re-entered at 7.41pm.

Amendment -

Moved by Councillor Martin,

Seconded by Councillor Moran -

That the motion be amended by the inclusion of the following:

- '7. Recommends that the Brown Hill and Keswick Creeks Stormwater Project Team works with the Kaurna community representatives to ensure that Kaurna cultural heritage for the Victoria Park/ Pakapakanthi (Park 16) and Blue Gums/Kurangga (Park 20) is clearly recognised and incorporated in the native vegetation interpretive signage and artworks associated with the project.'

Discussion continued

The amendment was then put and carried

The motion, as amended, was then put and carried

The meeting **adjourned at 7.47pm** for a 30-minute break **and reconvened at 8.17pm** with the following Council Members present:

The Right Honourable the Lord Mayor, Sandy Verschoor (Presiding), Deputy Lord Mayor, Councillor Hyde and Councillors Abrahamzadeh, Donovan, Hou, Khera, Knoll, Mackie, Martin and Simms.

## 12. Item 10.12 - Council Assessment Panel [2019/01287] [C]

Discussion ensued during which Councillor Moran re-entered the meeting at 8.17pm and the Deputy Lord Mayor, Councillor Hyde left the meeting.

It was then -

Moved by Councillor Mackie,  
Seconded by Councillor Knoll -

### THAT COUNCIL

1. Authorises the Chief Executive Officer to appoint a Deputy Member to the Council Assessment Panel, to attend Council Assessment Panel meetings, on an as needs basis, in place of any of the four Independent members on the CAP when that member is unavailable, or for matters where one of the Independent members is unable to deliberate due to a conflict of interest, until 30 September 2021.

Carried

### Exclusion of the Public

## 13. Item 11.1 – Exclusion of the Public [2018/04291] [C]

For the following reports of the Adelaide Park Lands Authority & Audit Committee seeking consideration in confidence

**12.1.1.** Advice/Recommendation of the Audit Committee – 19/6/2020 [s 90(3) (i)]

For the following reports for Council (Chief Executive Officer's Reports) seeking consideration in confidence

**12.2.1.** Whitmore Square Apartments [s 90(3) (b) & (d)]

**12.2.2.** Council Membership of Heritage Promotion Advisory Group [s 90(3) (a)]

**12.2.3.** City Connector Deed of Agreement [s 90(3) (d)]

**12.2.4.** Review of E-Scooter Permit Decisions [s 90(3) (h)]

**12.2.5.** Adelaide Central Market Authority – Board Member recruitment [s 90(3) (a)]

### Order to Exclude for Item 12.1.1

Moved by Councillor Abrahamzadeh,  
Seconded by Councillor Khera -

### THAT COUNCIL:

1. Having taken into account the relevant consideration contained in s 90(3) (i) and s 90(2) & (7) of the *Local Government Act 1999 (SA)*, this meeting of the Council dated 14/7/2020 resolves that it is necessary and appropriate to act in a meeting closed to the public as the consideration of Item 12.1.1 [Advice/Recommendation of the Audit Committee – 19/6/2020] listed on the Agenda in a meeting open to the public would on balance be contrary to the public interest.

#### Grounds and Basis

Consideration in confidence is sought because the report includes information disclosure of which could reasonably be expected to prejudice the outcome of Council's actual litigation.

2. Pursuant to s 90(2) of the *Local Government Act 1999 (SA)*, this meeting of the Council dated 14/7/2020 orders that the public (with the exception of members of Corporation staff and any person permitted to remain) be excluded from this meeting to enable this meeting to receive, discuss or consider in confidence Item 12.1.1 [Advice/Recommendation of the Audit Committee – 19/6/2020] listed in the Agenda, on the grounds that such item of business, contains information and matters of a kind referred to in s 90(3) (i) of the Act.

Carried

Councillor Couros re-entered the meeting at 8.20 pm.

Order to Exclude for Item 12.2.1

Moved by Councillor Abrahamzadeh,  
Seconded by Councillor Knoll -

THAT COUNCIL:

1. Having taken into account the relevant consideration contained in s 90(3) (b) & (d) and s 90(2) & (7) of the *Local Government Act 1999 (SA)*, this meeting of the Council dated 14/7/2020 resolves that it is necessary and appropriate to act in a meeting closed to the public as the consideration of Item 12.2.1 [Whitmore Square Apartments] listed on the Agenda in a meeting open to the public would on balance be contrary to the public interest.

Grounds and Basis

This Item contains certain information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting business, prejudice the commercial position of the council and prejudice the commercial position of the person who supplied the information and confer a commercial advantage to a third party.

More specifically, the disclosure of certain information in this report could reasonably prejudice the commercial position of the Council including its future commercial dealings given that it contains financial information and further direction with regard to Council's assets.

Public Interest

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances given that the information in this report, including certain financial information and further direction, may prejudice its future commercial dealings within regard to its assets. On this basis, the disclosure of such information may severely prejudice the City of Adelaide's ability to influence the proposal for the benefit of the City of Adelaide and the community in this matter.

2. Pursuant to s 90(2) of the *Local Government Act 1999 (SA)*, this meeting of the Council dated 14/7/2020 orders that the public (with the exception of members of Corporation staff and any person permitted to remain) be excluded from this meeting to enable this meeting to receive, discuss or consider in confidence Item 12.2.1 [Whitmore Square Apartments] listed in the Agenda, on the grounds that such item of business, contains information and matters of a kind referred to in s 90(3) (b) & (d) of the Act.

Carried

Deputy Lord Mayor, Councillor Hyde re-entered the meeting at 8.21pm.

Order to Exclude for Item 12.2.2

Moved by Councillor Abrahamzadeh,  
Seconded by Councillor Knoll -

THAT COUNCIL:

1. Having taken into account the relevant consideration contained in s 90(3) (a) and s 90(2) & (7) of the *Local Government Act 1999 (SA)*, this meeting of the Council dated 14/7/2020 resolves that it is necessary and appropriate to act in a meeting closed to the public as the consideration of Item 12.2.2 [Council Membership of Heritage Promotion Advisory Group] listed on the Agenda in a meeting open to the public would on balance be contrary to the public interest.

Grounds and Basis

This Item is confidential as it contains personal information about the nominees for membership of the Heritage Promotion Advisory Group.

Public consideration and discussion maybe of potential harm to the nominees' reputation in the business community.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of this information.

2. Pursuant to s 90(2) of the *Local Government Act 1999 (SA)*, this meeting of the Council dated 14/7/2020 orders that the public (with the exception of members of Corporation staff and any person permitted to remain) be excluded from this meeting to enable this meeting to receive, discuss or consider in confidence Item 12.2.2 [Council Membership of Heritage Promotion Advisory Group] listed in the Agenda, on the grounds that such item of business, contains information and matters of a kind referred to in s 90(3) (a) of the Act.

Carried

### Order to Exclude for Item 12.2.3

Moved by Deputy Lord Mayor (Councillor Hyde),  
Seconded by Councillor Abrahamzadeh -

#### THAT COUNCIL:

1. Having taken into account the relevant consideration contained in s 90(3) (d) and s 90(2) & (7) of the *Local Government Act 1999 (SA)*, this meeting of the Council dated 14/7/2020 resolves that it is necessary and appropriate to act in a meeting closed to the public as the consideration of Item 12.2.3 [City Connector Deed of Agreement] listed on the Agenda in a meeting open to the public would on balance be contrary to the public interest.

#### Grounds and Basis

This Item is confidential as information relates to operation costs and contractual arrangements between the Department of Planning, Transport and Infrastructure and its bus contractors.

The disclosure of information in this report could reasonably be expected to prejudice the commercial position of the contractors that supplied the information through a tender process.

#### Public Interest

Release of the information is contrary to the public interest as it could jeopardise the relationship between CoA and DPTI and between DPTI and its bus contractors. DPTI has advised the Deed contains specific financial information regarding one of the contractors that is commercial in confidence.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of this information could be commercially damaging to the bus contractors involved.

2. Pursuant to s 90(2) of the *Local Government Act 1999 (SA)*, this meeting of the Council dated 14/7/2020 orders that the public (with the exception of members of Corporation staff and any person permitted to remain) be excluded from this meeting to enable this meeting to receive, discuss or consider in confidence Item 12.2.3 [City Connector Deed of Agreement] listed in the Agenda, on the grounds that such item of business, contains information and matters of a kind referred to in s 90(3) (d) of the Act.

Discussion ensued

The motion was then put and carried

### Order to Exclude for Item 12.2.4

Moved by Councillor Abrahamzadeh,  
Seconded by Councillor Knoll -

#### THAT COUNCIL:

1. Having taken into account the relevant consideration contained in s 90(3) (h) and s 90(2) & (7) of the *Local Government Act 1999 (SA)*, this meeting of the Council dated 14/7/2020 resolves that it is necessary and appropriate to act in a meeting closed to the public as the consideration of Item 12.2.4 [Review of E-Scooter Permit Decisions] listed on the Agenda in a meeting open to the public would on balance be contrary to the public interest.

#### Grounds and Basis

This Item is confidential as it contains legal advice. The report contained in Attachment B is privileged and confidential. It is produced for the purpose of assisting the Council with its review of the Award Decision and the Review Decision. The report includes the consideration of sensitive matters and legal advice in respect of those matters.

In order to protect the advice contained in this report, we recommend that the Council does not disclose the content of this report to any third party. If the report is disclosed to any third party, the Council will lose privilege in the document and it could be used in legal proceedings against the Council. This is likely to significantly compromise the Council's defence of any claim against it, as confirmed by Kain Lawyers.

2. Pursuant to s 90(2) of the *Local Government Act 1999 (SA)*, this meeting of the Council dated 14/7/2020 orders that the public (with the exception of members of Corporation staff and any person permitted to remain) be excluded from this meeting to enable this meeting to receive, discuss or consider in confidence Item 12.2.4 [Review of E-Scooter Permit Decisions s] listed in the Agenda, on the grounds that such item of business, contains information and matters of a kind referred to in s 90(3) (h) of the Act.

Carried

### Order to Exclude for Item 12.2.5

Moved by Councillor Abrahamzadeh,  
Seconded by Councillor Knoll -

#### THAT COUNCIL:

1. Having taken into account the relevant consideration contained in s 90(3) (a) and s 90(2) & (7) of the *Local Government Act 1999 (SA)*, this meeting of the Council dated 14/7/2020 resolves that it is necessary and appropriate to act in a meeting closed to the public as the consideration of Item 12.2.5 [Adelaide Central Market Authority – Board Member recruitment] listed on the Agenda in a meeting open to the public would on balance be contrary to the public interest.

#### Grounds and Basis

This Item contains information that must be considered in confidence in order to protect the personal affairs of the nominee.

Public discussion and disclosure of information in this report prior to a resolution being determined by Council may potentially implicate the nominee's reputation in the business community.

2. Pursuant to s 90(2) of the *Local Government Act 1999 (SA)*, this meeting of the Council dated 14/7/2020 orders that the public (with the exception of members of Corporation staff and any person permitted to remain) be excluded from this meeting to enable this meeting to receive, discuss or consider in confidence Item 12.2.5 [Adelaide Central Market Authority – Board Member recruitment] listed in the Agenda, on the grounds that such item of business, contains information and matters of a kind referred to in s 90(3) (a) of the Act.

Carried

The public and members of Corporation staff not directly involved with Items 12.1.1, 12.2.1, 12.2.2, 12.2.3, 12.2.4 and 12.2.5 left the meeting at 8.24pm.



Confidential Item 12.1.1

Advice/Recommendation of the Audit Committee – 19/6/2020

Section 90 (3) (i) of the *Local Government Act (SA) 1999*

Page 16

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Confidential Item 12.2.3

City Connector Deed of Agreement

Section 90 (3) (d) of the *Local Government Act (SA) 1999*

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Confidential Item 12.2.1

Whitmore Square Apartments

Section 90 (3) (b) & (d) of the *Local Government Act (SA) 1999*

Pages 16 to 18

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Confidential Item 12.2.2

Council Membership of Heritage Promotion Advisory Group

Section 90 (3) (a) of the *Local Government Act (SA) 1999*

Pages 18 to 19

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Confidential Item 12.2.4

Review of E-Scooter Permit Decisions

Section 90 (3) (h) of the *Local Government Act (SA) 1999*

Pages 19 to 20

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Confidential Item 12.2.5

Adelaide Central Market Authority – Board Member recruitment

Section 90 (3) (a) of the *Local Government Act (SA) 1999*

Paged 20 to 25

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The meeting re-opened to the public at 9.04pm

### Confidentiality Orders

#### **Minute 14 - Item 12.1.1** - Advice/Recommendation of the Audit Committee – 19/6/2020 [C]

Resolution & Confidentiality Order

#### THAT COUNCIL

1. Notes the report of the meeting of the Audit Committee held on 19 June 2020.
2. In accordance with Section 91(7) & (9) of the *Local Government Act 1999 (SA)* and because Item 12.1.1 [Advice/Recommendation of the Audit Committee – 19/6/2020] listed on the Agenda for the meeting of the Council held on 14 July 2020 was received, discussed and considered in confidence pursuant to Section 90(3) (i) of the *Local Government Act 1999 (SA)*, this meeting of the Council do order that:
  - 2.1. the resolution become public information and included in the Minutes of the meeting.
  - 2.2. the report, the discussion and any other associated information submitted to this meeting in relation to the matter remain confidential and not available for public inspection until 31 December 2027.
  - 2.3. the confidentiality of the matter be reviewed in December 2021.
  - 2.4. the Chief Executive Officer be delegated the authority to review and revoke all or part of the order herein and directed to present a report containing the Item for which the confidentiality order has been revoked.

#### **Minute 14 - Item 12.2.3** - City Connector Deed of Agreement [C]

In accordance with Section 91(7) & (9) of the *Local Government Act 1999 (SA)* and on the grounds that Item 12.2.3 [City Connector Deed of Agreement] listed on the agenda for the meeting of Council held on 14 July 2020 was received, discussed and considered in confidence pursuant to Section 90 (3) (d) of the *Local Government Act 1999 (SA)*, the meeting of Council do order that:

1. The Resolution, Report and the Minutes of the meeting in relation to the matter remain confidential and not available for public inspection until 31 December 2027.
2. The confidentiality of the matter be reviewed in December 2021.
3. The Chief Executive Officer be delegated the authority to review and revoke all or part of the order herein and directed to present a report containing the Item for which the confidentiality order has been revoked.

#### **Minute 15 - Item 12.2.1** - Whitmore Square Apartments [C]

In accordance with Section 91(7) & (9) of the *Local Government Act 1999 (SA)* and because Item 12.2.1 [Whitmore Square Apartments] listed on the Agenda for the meeting of the Council held on 14 July 2020 was received, discussed and considered in confidence pursuant to Section 90(3) (b) & (d) of the *Local Government Act 1999 (SA)*, this meeting of Council do order that:

1. The resolution, the report, the discussion and any other associated information submitted to this meeting and the Minutes of this meeting in relation to the matter remain confidential and not available for public inspection until 31 December 2027.
2. The confidentiality of the matter be reviewed in December 2021.
3. The Chief Executive Officer be delegated the authority to review and revoke all or part of the order herein and directed to present a report containing the Item for which the confidentiality order has been revoked.

#### **Minute 16 - Item 12.2.2** - Council Membership of Heritage Promotion Advisory Group [C]

Resolution & Confidentiality Order

#### THAT COUNCIL

1. Appoints a Council Member to the Heritage Promotion Advisory Group.
2. Approves the updated Terms of Reference for the Heritage Promotion Advisory Group as included in Attachment A to Item 12.2.2 on the Agenda for the meeting of the Council held on 14 July 2020.

3. Appoints the following external members to the Heritage Promotion Advisory Group:
  - 3.3. Allison Russell, National Trust of South Australia
  - 3.4. Danielle Cash, History Trust of South Australia.
4. In accordance with Section 91(7) & (9) of the Local Government Act 1999 (SA) and because Item 12.2.2 [Council Membership of Heritage Promotion Advisory Group] listed on the Agenda for the meeting of Council held on 14 April 2020 was received, discussed and considered in confidence pursuant to Section 90(3) (a) of the Local Government Act 1999 (SA), this meeting of the Council do order that:
  - 4.1. The resolution and report become public information and included in the Minutes of the meeting.
  - 4.2. The discussion and the Minutes of this meeting in relation to the matter remain confidential and not available for public inspection until 31 December 2027.
  - 4.3. The confidentiality of the matter be reviewed in December 2021.
  - 4.4. The Chief Executive Officer be delegated the authority to review and revoke all or part of the order herein and directed to present a report containing the Item for which the confidentiality order has been revoked.

Item 12.2.2 is attached for information at the conclusion of the Minutes of this meeting.

#### **Minute 17 - Item 12.2.4** - Review of E-Scooter Permit Decisions [C]

##### Resolution & Confidentiality Order

##### THAT COUNCIL

1. Notes Kain Lawyers' review findings, conclusions and recommendations contained in Attachments A and B to Item 12.2.4 on the Agenda for the meeting of the Council held on 14 July 2020.
2. Endorses and affirms the Award Decision.
3. Endorses and affirms the Review Decision.
4. In accordance with Section 91(7) & (9) of the *Local Government Act 1999* (SA) and because Item 12.2.4 [Review of E-Scooter Permit Decisions] listed on the Agenda for the meeting of the Council held on 14 July 2020 was received, discussed and considered in confidence pursuant to Section 90(3) (h) of the *Local Government Act 1999* (SA), this meeting of the Council do order that:
  - 4.1 The Resolution and Report (excluding Attachment B) become public information and included in the Minutes of the meeting.
  - 4.2 Attachment B and the discussion submitted to this meeting and the Minutes of this meeting in relation to the matter remain confidential and not available for public inspection until 31 December 2027.
  - 4.3 The confidentiality of the matter be reviewed in December 2021.
  - 4.4 The Chief Executive Officer be delegated the authority to review and revoke all or part of the order herein and directed to present a report containing the Item for which the confidentiality order has been revoked.

Item 12.2.4 [Excluding Attachment B] is attached for information at the conclusion of the Minutes of this meeting.

#### **Minute 18 - Item 12.2.5** - Adelaide Central Market Authority – Board Member recruitment [C]

In accordance with Section 97(7) & (9) of the *Local Government Act 1999* (SA) and because Item 12.2.5 [Adelaide Central Market Authority – Board Member Recruitment] listed on the Agenda for the meeting of Council held on 14 July 2020 was received, discussed and considered in confidence pursuant to Section 90(3)(a) of the *Local Government Act 1999* (SA), this meeting of Council do order that:

- 1 The resolution, report, discussion and any other associated information submitted to this meeting in relation to the matter remain confidential and not available for public inspection until 21 July 2020.
- 2 The Chief Executive Officer be delegated the authority to review and revoke all or part of the order herein and directed to present a report containing the Item for which the confidentiality order has been revoked.

## Lord Mayor's Reports

### 19. Item 13 – Lord Mayor's Report [2018/04064] [C]

The Lord Mayor addressed the meeting as follows:

'Bonsoir, mesdames et messieurs,

Happy Bastille Day. In partnership with the Port Adelaide Enfield Council and their sister city, the City of Cherbourg, we have a new art trail that's been installed in North Adelaide with French masterpieces from the Thomas Henry Museum. It's absolutely gorgeous, we do encourage everybody to follow the trail, it is available through the City of Adelaide web site and it's a fabulous way for people to come back and explore and reconnect with North Adelaide, and hopefully indulge with some of the traders there as well.

The impacts of COVID-19 have of course been very challenging and continue to take their toll. As restrictions are being eased, we're seeing the city come back to life, and I've heard many reports that Council's continued practical support is making a difference for local traders. Council is now looking at priorities of course for the next financial year, and a reminder that our Budget out for public consultation.

As part of our Recover and Reimagine program in response to COVID-19, we also supplied an additional 20 outdoor heaters with gas to local businesses as part of the 'My Adelaide' campaign also encouraging people safely back to the city. We've also begun the process of analysing the community suggestions which came through the online portal, and I also thank members for their input at the recent workshop.

I would like to publicly thank Premier Steven Marshall and the State Government for the leadership they have shown through this challenging time and also for stepping up the number of measures providing additional support to City of Adelaide traders and business owners. Specifically want to thank them for providing \$200,000 in funding for city activations over the next 6 months which will encourage people back.

I recently met with Senator Anne Ruston, Minister for Social Services, to outline the impact on our cities economy and also to discuss the importance of supporting vulnerable communities during this time.

I also met with Michelle Lensink MP, SA Minister for Human Services, about State Government's COVID-19 street homeless response and the key learnings from the pandemic. We cannot go back to how things were before. We will continue to advocate very strongly for a housing first policy at all levels of government.

COVID-19 has had a very specific impact on all of Australia's capital cities and I continue to be in regular contact with my interstate colleagues as we work through the impacts and recovery. Through the Council of Capital City Lord Mayors, we are working on our federal advocacy efforts relating to the recovery and we are hoping that in the mini-budget that might come through in July there's some good news for all the capital cities.

In partnership with Indaily, I hosted a Lord Mayor's forum for their 40 under 40 alumni – an event bringing together Adelaide's leading young entrepreneurs and change makers in a way to collect ideas and feedback on how we can ensure that Adelaide continues to be a creative and liveable city, and how we can work with them to grow our industries and enhance our competitive position in the national and global jobs market.

July is often called Dry July but it is also Plastic Free July, and so for each Councillor, I have a small gift from the LGA which is reusable bags that can help you if you'd like to partake in the Plastic Free July, it will help you to reduce waste. They've also given them out at the Central Market.

Finally, it was announced this week that the City of Adelaide has been selected as the only Australian finalist for the 2020 Wellbeing Cities Award in the category of 'Planning for better urban health', and this was for our 'Hot Hot Hot campaign'. We join a global network of leaders committed to urban wellbeing and that we were alongside Buenos Aires, Cape Town and Philadelphia. The winning city will be announced at the Wellbeing Cities Forum in 2020 in September so I want to thank the team for the submission and also for the great work that was done as part of the 'Hot Hot Hot campaign'.

It was then -

Moved by Deputy Lord Mayor (Councillor Hyde),  
Seconded by Councillor Couros -

That the report be received and noted.

Carried

## Councillors' Reports

### 20. Item 14.1 – Reports from Council Members [2018/04064] [C]

Moved by Councillor Abrahamzadeh,  
Seconded by Councillor Couros -

#### THAT COUNCIL

1. Notes the Council Member activities and functions attended on behalf of the Lord Mayor (Attachment A to Item 14.1 on the Agenda for the meeting of the Council held on 14 July 2020).
2. Notes the summary of Council Members meeting attendance (Attachment B to Item 14.1 on the Agenda for the meeting of the Council held on 14 July 2020).
3. Notes that reports from Council Members tabled at the meeting of the Council held on 14 July 2020 be included in the Minutes of the meeting.

Councillor Abrahamzadeh addressed the Chamber to comment further on the 2020 City of Adelaide Prize entries including encouraging Members checking out some of the exciting projects including the City of Adelaide Prize winner - U-City development on Franklin Street Prize and also Part Time Lover behind the Town Hall which took out a commendation.

The motion was then put and carried

## Questions on Notice

### 21. Item 15.1 to Item 15.11 – Questions on Notice [C]

**Item 15.1 – Councillor Moran – Question on Notice – North Adelaide [2019/02431]**

**Item 15.2 - Councillor Moran – Question on Notice – Position of DLM [2018/04053]**

**Item 15.3 - Councillor Martin – Question on Notice – 2020-21 Budget [2019/02431]**

**Item 15.4 - Councillor Martin – Question on Notice – Standing Orders [2018/04066]**

**Item 15.5 - Councillor Martin – Question on Notice – E Scooters [2019/00551]**

**Item 15.6 - Councillor Martin – Question on Notice – Festival & Fringe Sponsorship [2020/01167]**

**Item 15.7 - Councillor Martin – Question on Notice – Public Consultations [2019/00951]**

**Item 15.8 - Councillor Simms – Question on Notice – Automated Pedestrian Crossings**

**Item 15.9 - Councillor Simms – Question on Notice - Strata Committees Managing Properties in the CBD [209/00551]**

**Item 15.10 - Deputy Lord Mayor – Question on Notice - Individual Council Member Speaking Time [2018/04071]**

**Item 15.11 - Deputy Lord Mayor – Question on Notice - Consideration of use of Council meeting time [2018/04071]**

The Questions and Replies having been distributed and published prior to the meeting were taken as read.

The tabled Reply's for Items 15.1 – 15.11 are attached for reference at the end of the Minutes of this meeting.

## Question without Notice

Councillor Hou and Khara left the meeting at 9.11pm.

Discussion ensued during which:

- Undertaking – Reply to Question on Notice - 2020-21 Budget [C]

In response to Councillor Martin an undertaking was given to provide the following further information:

- With reference to Part 2 of the Reply to the 2020-21 Budget Question on Notice – Is that money co-funded by the State Government or completely funded by the City of Adelaide? And if that money is part of the redevelopment program for that area jointly funded by the City and State Government what would be, excluding the State Government share, Councils total allocation for North Adelaide?

- Undertaking – Reply to Question on Notice - E scooter [C]

In response to Councillor Martin an undertaking was given to provide the following further information:

- With reference to Part 2 & 4 of the Reply to E Scooters Question on Notice - If the reporting of accidents and incidents is voluntary how, can the Administration be sure that the recorded level of incidents is below National and International e-scooter programs?
- At 9.13pm Deputy Lord Mayor, Councillor Hyde left the meeting and Councillor Hou re-entered the meeting.
- Councillor Khera re-entered the meeting at 9.14pm

#### Motions on Notice

#### 22. Item 17.1 – Councillor Simms – Motion on Notice – Contact Register [2019/00951] [C]

Moved by Councillor Simms,  
Seconded by Councillor Moran –

That Council:

1. Notes that in response to Council's resolution of 30 July 2019 administration have raised the potential to mandate disclosure of Councillor contact with developers with the State Government as part of their Local Government reforms.
2. Requests that administration publish the official diaries of the Lord Mayor, Deputy Lord Mayor and Councillors on the City of Adelaide website in the form of a table/list of daily official commitments (similar to the format adopted in the ACT).

Much discussion ensued during which Deputy Lord Mayor, Councillor Hyde re-entered the meeting at 9.18pm.

The motion was then put and lost

Councillor Simms requested that a division be taken on the motion

#### Division

##### For (5):

Councillors Donovan, Mackie, Martin, Moran and Simms.

##### Against (6):

Deputy Lord Mayor (Councillor Hyde) and Councillors Abrahamzadeh, Couros, Hou, Khera and Knoll.

The division was declared against the motion

Councillor Moran left the meeting at 9.49pm

#### 23. Item 17.2 – Councillor Martin – Motion on Notice - 88 O'Connell Street Development [2018/02324] [C]

Moved by Councillor Martin,  
Seconded by Councillor Simms –

That Council:

Noting the continuing concern among ratepayers about Council's failure to develop the vacant land at 88 O'Connell Street, North Adelaide which has, in turn, acted as a brake on the development of the local business and residential community;

1. Requests the Administration, if it is negotiating the sale of the site with any party, bring to Council for approval no later than its December 2020 meeting (the third anniversary of the announcement of Council's purchase of 88 O'Connell Street), a signed contract detailing a schedule for construction beginning no later than December 2021 (the fourth anniversary of the announcement of Council's purchase of 88 O'Connell Street), together with an agreed construction completion date.
2. Requests the Administration, in the event of no contract for the purchase and development of 88 O'Connell Street being presented to Council by its December 2020 meeting, to begin immediately;
  - i) A master plan process for completion by July 2021 for the development of smaller parcels of land on current separate title/s within the site to be sold to local developers with proven experience in the timely completion of small to medium construction projects
  - ii) A detailed plan for the marketing and sale of those smaller parcels of land to accompany the completed master plan for 88 O'Connell Street by July 2021

- iii) The listing of progress on the 88 O'Connell Street master plan and marketing and sales plans, together with construction progress on each agenda for Council's monthly meetings for the remaining term of this Council.

Discussion ensued during which Councillor Moran re-entered the meeting at 9.57pm

The motion was then put and lost

Councillor Martin requested that a division be taken on the motion

#### **Division**

##### **For (3):**

Councillors Martin, Moran and Simms.

##### **Against (8):**

Deputy Lord Mayor (Councillor Hyde) and Councillors Abrahamzadeh, Couros, Donovan, Hou, Khera, Knoll and Mackie.

The division was declared against the motion

#### **24. Item 17.3 – Councillor Martin – Motion on Notice - Hong Kong [C]**

Moved by Councillor Martin,  
Seconded by Councillor Moran –

That Council:

Noting the introduction by China of new laws aimed at stifling demonstrations in Hong Kong, including bans on the display of flags and banners and the chanting of slogans, together with the formal operation of Chinese Government security agencies in Hong Kong and the extradition of Hong Kong citizens to mainland China to face trials;

1. Requests the Lord Mayor writes to the Chinese Consul in Adelaide and to the Mayor of Adelaide's Sister City Qingdao, expressing the City of Adelaide's deep concern about the Chinese Government's recent authoritarian curbs on democratic freedoms in Hong Kong.
2. Asks the Administration to prepare a report for the August meeting of Council on the most effective means, cost and funding sources of a social and traditional media campaign to invite Hong Kong residents contemplating leaving to consider the benefits of relocating their families and businesses to the City of Adelaide.

Discussion ensued during which Councillor Donovan left the meeting at 10.11pm and re-entered at 10.18pm.

The motion was then put and lost

Councillor Donovan requested that a division be taken on the motion

#### **Division**

##### **For (4):**

Councillors Donovan, Martin, Moran and Simms.

##### **Against (7):**

Deputy Lord Mayor (Councillor Hyde) and Councillors Abrahamzadeh, Couros, Hou, Khera, Knoll and Mackie.

The division was declared against the motion

Item 17.3 with Administration comment distributed separately is attached for reference at the end of the Minutes of this meeting.

The meeting **adjourned at 10.35pm** for a 10-minute break **and reconvened at 10.44pm** with the following Council Members present:

The Right Honourable the Lord Mayor, Sandy Verschoor (Presiding), Deputy Lord Mayor, Councillor Hyde and Councillors Abrahamzadeh, Couros, Hou, Khera and Knoll.

**25. Item 17.4 – Councillor Martin – Motion on Notice - Aquatic Centre [VS2020/3134] [C]**

Councillor Martin did not proceed with the Motion on Notice

**26. Item 17.5 – Councillor Khera - Motion on Notice – Remote Conferencing - Zoom [2020/00714] [C]**

Moved by Councillor Khera,  
Seconded by Councillor Abrahamzadeh –

That Council:

Approves a return to the use of Zoom or other remote conferencing software for all committee meetings, workshops and discussion forums, for the remainder of the current term, thereby enabling greater productivity amongst administration staff and Council members.

Discussion ensued during which:

- Councillor Martin left the meeting at 10.49pm and re-entered at 10.57pm
- Councillor Simms re-entered the meeting at 10.49pm
- With the consent of the mover, seconder and meeting the motion was varied to read as follows:

‘That Council:

Approves a return to the use of Zoom or other remote conferencing software for all committee meetings, workshops and discussion forums, for the remainder of the current term, thereby enabling greater productivity amongst administration staff and Council members, unless otherwise determined at the discretion of the CEO in consultation with the Presiding Member.’

The motion, as varied, was then put and carried

Councillor Simms requested that a division be taken on the motion, as varied

**Division**

**For (5):**

Deputy Lord Mayor (Councillor Hyde) and Councillors Abrahamzadeh, Hou, Khera and Knoll.

**Against (3):**

Councillors Couros, Martin and Simms.

The division was declared in favour of the motion, as varied

Councillor Simms left the meeting at 11.02pm

**27. Item 17.6 – Councillor Mackie - Motion on Notice - Review of Council’s Current Strategic Plan [C]**

The Motion on Notice was not proceeded with.

Item 17.6 with Administration comment distributed separately is attached for reference at the end of the Minutes of this meeting.

**28. Item 17.7 – Councillor Khera - Motion on Notice – Small Hospitality Providers [C]**

Moved by Councillor Khera,  
Seconded by Deputy Lord Mayor (Councillor Hyde) -

That Council:

Requests Administration, through the Recovery and Re-imagine Project, continue to work with the State Government, Liquor Licensing Commissioner and SAPOL to identify any barriers or challenges facing small hospitality providers as they re-open, such as safety, security and related challenges, and with appropriate engagement with businesses, provide support through advice or funding as appropriate/relevant.

Discussion ensued

The motion was then put and carried



Deputy Lord Mayor, Councillor Hyde requested that a division be taken on the motion

**Division**

**For (6):**

Deputy Lord Mayor (Councillor Hyde) and Councillors Abrahamzadeh, Couros, Hou, Khera and Knoll.

**Against (1):**

Councillor Martin.

The division was declared in favour of the motion

Item 17.7 with Administration comment distributed separately is attached for reference at the end of the Minutes of this meeting.

**29. Item 17.8 – Deputy Lord Mayor (Councillor Hyde) - Motion on Notice – Revoke the Decision of 12 December 2017 – On-Street Parking Policy [2019/00551] [C]**

Moved by Deputy Lord Mayor (Councillor Hyde),  
Seconded by Councillor Knoll –

That **part 4. of the decision of Council** on **12/12/2017** in relation to outstanding expiation and reminder fees, namely:

THAT COUNCIL:

1. Adopts the revised On-Street Parking Policy (the Policy) as at Attachment A to Item 12.2 on the Agenda for the meeting of the Council held on 12 December 2017.
2. Approves a two week delay in posting reminder notices as outlined in Attachment B to Item 12.2 on the Agenda for the meeting of the Council held on 12 December 2017.
3. Approves the option for Parking and Information Officers to issue warnings for BLUE category offences as outlined at Attachment C to Item 12.2 on the Agenda for the meeting of the Council held on 12 December 2017.
4. **Approves the option of advising customers of outstanding expiations prior to the Reminder Notice being issued and additional Reminder fees being added to the total amount outstanding as outlined in Attachment D on the agenda for the meeting of the Council held on 12 December 2017.**
5. Notes that Smart Parking data and insights will help inform any further modifications to the On-Street Parking approach and that following the technology implementation, Administration will provide Council with regular updates and bring recommendations to Council for consideration if and when appropriate.
6. Notes that following a request from Council to reduce expiation fees, the Minister for Transport and Infrastructure has introduced a Bill to the House of Assembly on 15 November 2017 to allow local Councils to set their own expiation fees for certain offence types prescribed by the Regulations and that should this Bill pass through Parliament, Administration will bring a report to Council for consideration.

**be revoked.**

Discussion ensued

The motion was then put and carried

Councillor Martin requested that a division be taken on the motion

**Division**

**For (6):**

Deputy Lord Mayor (Councillor Hyde) and Councillors Abrahamzadeh, Couros, Hou, Khera and Knoll.

**Against (1):**

Councillor Martin.

The division was declared against the motion

Item 17.8 with Administration comment distributed separately is attached for reference at the end of the Minutes of this meeting.

**30. Item 17.9 – Councillor Martin – Motion on Notice – City Connector Consultation [2019/00951] [C]**

Councillor Martin did not proceed with the Motion on Notice as the intent had been incorporated with Item 10.8.

**31. Item 17.10 – Councillor Martin – Motion on Notice – Rate Relief for Small Business [2020/00150] [C]**

Councillor Martin did not proceed with the Motion on Notice.

##

**32. Item 17.11 – Councillor Knoll – Motion on Notice – Costs associated with Motions and Questions on Notice [2018/04053] [C]**

Moved by Councillor Knoll,  
Seconded by Deputy Lord Mayor (Councillor Hyde) –

Noting the sharp increase in Questions on Notice and Motions on Notice moved throughout the current term, that Council:

1. Requests Administration include an estimate of the labour and non-labour costs associated with preparing the reply to each future Question on Notice and Administration Comment for each future Motion on Notice, and
2. Requests Administration include, where applicable, an estimate of the labour and non-labour costs of the implementation of each Motion on Notice, should it be carried, as part of the administration comment.

Discussion ensued

The motion was then put and carried

Deputy Lord Mayor, Councillor Hyde requested that a division be taken on the motion

**Division****For (6):**

Deputy Lord Mayor (Councillor Hyde) and Councillors Abrahamzadeh, Couros, Hou, Khera and Knoll.

**Against (1):**

Councillor Martin.

The division was declared in favour of the motion

**Motions without Notice**

Discussion ensued

**33. Item 18 - Councillor Martin – Motion without Notice – State Heritage Listing Application [C]**

Moved by Councillor Martin,  
Seconded by Councillor Couros –

**That Council**

Requests the Lord Mayor write to the State Minister for Environment and Water, David Spiers, advising that the meeting of the City of Adelaide on July 14<sup>th</sup>, 2020 voted to acknowledge and to support the bid by the Friends and Residents of North Adelaide to seek State Heritage listing and urgent protection for the bluestone property at 197 Childers Street, North Adelaide.

Councillor Abrahamzadeh disclosed a material conflict of interest in Item 18 [Councillor Martin – Motion without Notice – State Heritage Listing Application], pursuant to Sections 73 & 74 of the *Local Government Act 1999 (SA)*, because he is a member of the City of Adelaide Council Assessment Panel and participating in the debate on this matter may give rise to a reasonable presumption of pre-judging a development proposal or application, which would be a breach of the CAP Code of Conduct, withdrew his Chair and left the Council Chamber at 11.29pm.

Discussion ensued

The motion was then put and carried

Deputy Lord Mayor, Councillor Hyde requested that a division be taken on the motion

### Division

#### For (7):

Deputy Lord Mayor (Councillor Hyde) and Councillors Abrahamzadeh, Couros, Hou, Khera, Knoll and Martin.

#### Against (0)

The division was declared against the motion

### Closure

The meeting closed at 11.41pm

Clare Mockler,  
Deputy Chief Executive Officer

Sandy Verschoor,  
Lord Mayor.

### Documents Attached for Reference

Minute 4 – Item 10.1 – Adelaide Park Lands Building Design Guidelines, Attachment B with highlights distributed separately

Minute 16 – Item 12.2.2 – Council Membership of the Heritage Promotion Advisory Group, Report released from Confidence

Minute 17 – Item 12.2.4 – Review of E-Scooter Permit Decisions, Report in Part released from Confidence

Minute 21 - Item 15.1 – 15.11 – Questions on Notice, Tabled Replies

Minute 24 Item 17.3 – Councillor Martin - Motion on Notice – Hong Kong, Administration comment distributed separately

Minute 27 - Item 17.6 – Councillor Mackie - Motion on Notice – Review of Council Strategic Plan, Administration comment distributed separately

Minute 28 - Item 17.7 – Councillor Khera - Motion on Notice – Small Hospitality Providers, Administration comment distributed separately

Minute 29 - Item 17.8 – Deputy Lord Mayor (Councillor Hyde) - Motion on Notice – Revoke Part of the Decision of 12 December 2017 – On-Street Parking Policy, Administration comment distributed separately

# Adelaide Park Lands **Building Design Guidelines**

**DRAFT FOR COMMITTEE**  
June 2020

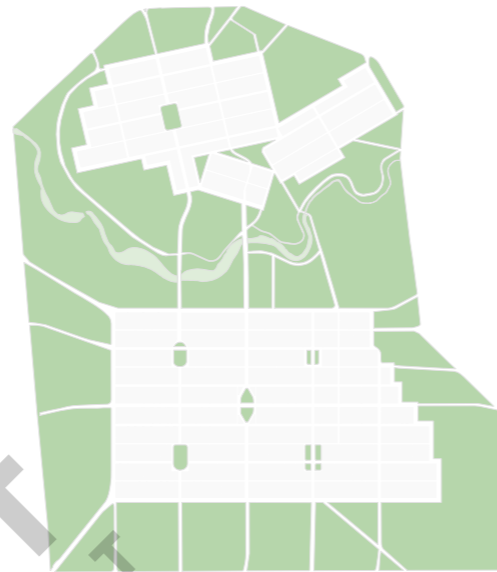


Highlights - Distributed Separately

### Acknowledgement to Country

City of Adelaide tampinhi, ngadlu Kurna yartangka panpapanpalyarninhi (inparrinhi). Kurna miyurna yaitya mathanya Wama Tarntanyaku. Parnaku yailtya, parnaku tapa purruna, parnaku yarta ngadlu tampinhi. Yalaka Kurna miyurna itu yailtya, tapa purruna, yarta kuma puru martinhi, puru warri-apinhi, puru tangka martulayinhi.

City of Adelaide acknowledges the traditional country of the Kurna people of the Adelaide Plains and pays respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kurna people living today.



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## Part one

# Introduction

Successful buildings in the Park Lands ...

---

What are the Guidelines?

---

How to use the Guidelines?

---

Glossary

---

Minute 4 - Item 10.1 - Attachment B



## Successful buildings in the Park Lands ...

### ... are essential to foster greater success.

High-quality, well-considered buildings assist the Adelaide Park Lands (the Park Lands) to achieve greater visitor numbers and increased public participation in recreational and sporting activities, as well as passive recreation. A building that engages the community ensures its broader appreciation, and extends the purpose and life of the building. Good design is paramount to buildings being successful, accepted and contributing value to the Park Lands.

### ... support its key functions and increased visitation.

Successful buildings enhance the key functions of the Park Lands to their community, including:

- Supporting active outdoor recreation and passive relaxation to improve health and wellbeing of the community.
- Accommodating arts and music festivals, major sporting and cultural events.
- Respecting and celebrating its unique landscapes of biodiversity, historical and cultural significance.

### ... enhance its iconic historic layout.

The Park Lands provide the green, open spaces which encircle the city, and are one of the most valued features of Colonel Light's 1837 Plan of Adelaide. The Park Lands contribute significantly to Adelaide's status as one of the world's most liveable cities. The historical layout of the Park Lands remains clear, and its legibility, such as its designed views and vistas, continues to be a defining feature of the city's cultural identity today.

### ... respect its cultural significance.

The Kurna people are the Traditional Owners and Custodians of the Adelaide Plains, which include the Park Lands. Their continuing cultural and spiritual obligations to their lands, are inextricably linked with the natural ecology of the region. The layout of the Park Lands is a significant example of early colonial planning ideals, valuing the provision of public green space for its aesthetic qualities, opportunity for recreation and contribution to improved public health. The Park Lands continue to be highly valued by South Australians who regard them as fundamental to the character and ambience of the city.

### ... respect its particular park environment.

The Park Lands consist of culturally and environmentally distinct landscape typologies, from "woodland" areas which embrace the grassland aesthetic of the original Adelaide Plains landscapes, to "sport and recreation" areas typically consisting of large areas of irrigated turf. Successful buildings:

- Fit comfortably into each particular landscape setting.
- Belong to a suite of Park Lands buildings that are of exceptionally high quality.
- Support the active and sustainable use of the Park Lands.

### ... promote an integrated approach to site planning and building design.

Successful buildings demonstrate a thorough understanding and a considered relationship with their environment. These buildings are valuable additions to the landscape, underpinned by an integrated and balanced approach to the process of site planning and building design, with the objective to reduce overall building footprint in the Park Lands. A thorough evaluation of local context will underpin the design of all Park Lands buildings. This will enable a comprehensive understanding of the surroundings and capture design opportunities on a broader Park Lands scale.

### ... are sustainable for the life of the building.

Successful buildings are well-designed for the local climate. They reduce the dependence on artificial lighting, heating and cooling, thereby conserving resources. They are designed to last, yet flexible to change and are derived from best-practice, sustainable design principles to deliver continuing ecological and social benefits.

### ... are resilient to a changing climate.

The Park Lands act as the "lungs of the city". In this age of climate change, they play an important role in regulating temperature by cooling the air before it moves through the city, capturing rainfall to replenish ground water and enabling the preservation and enrichment of areas of ecological significance. Climate change will impact a wide range of aspects of the lives of people who live in and use the city. Successful buildings are robust and adaptable to a hotter and drier climate. The increased risk of extreme weather events impacts the way the public interacts with green, open space and community facilities.

### ... are universally accessible and inclusive.

Community buildings provide important gathering and focal points for activity and social interaction. Buildings must promote equity of access and inclusion to all people, to engender a sense of civic pride and connectedness.

Successful buildings:

- Are underpinned by the principles of the Disability Discrimination Act.
- Achieve or exceed best practice in accessibility including universal design.
- Promote safety and security of all users through adherence to Crime Prevention Through Environmental Design (CPTED) principles.



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MPavilion, Melbourne by Estudio Carme Pinos

## What are the Guidelines?

### Purpose

The Adelaide Park Lands Building Design Guidelines (the Guidelines) provide a “toolkit” to achieve high performing buildings that are respectful of their context, while also providing outstanding facilities for greater community participation. It provides a guide for all building development in the Park Lands and establishes a set of expectations for the standard of design quality.

### Targeted Audience

The Guidelines provide direction to various design disciplines and levels of government to support the design process. It is useful to the following groups:

- Consultants and Council staff involved in designing and assessing buildings in the Park Lands to meet Council policies and requirements.
- Adelaide Park Lands Authority (APLA) and Council, in determining the suitability of building proposals.
- The general public, in understanding the intent of Council’s vision for buildings.

### It is an evolution

#### Goals

- It addresses and balances the increasing current demands for new and renovated buildings, particularly for sporting clubs, and diverse user groups, with the desire to conserve the existing qualities of the Park Lands.
- Ensure that the design of new buildings address current Council strategies and policies.
- Capture the recent developments in smart building technology.
- Consistently achieve a high level of sustainability.

The Guidelines expand on and supersede the “Adelaide Park Lands Building Design Guidelines 2008”, prepared by Troppo Architects and Oxigen.

### Definition of a “building”

For the purposes of this document, “buildings” are defined by the following types:

- Community Sports Buildings
- Cafés and Restaurants
- Maintenance Buildings
- Amenity Buildings
- Arbours and Pavilions
- Heritage Buildings
- Removable / Temporary Buildings.

The Guidelines apply to new buildings and alterations to existing buildings in the Park Lands and the city squares.

### Strategic Alignment

The Guidelines support, align and should be read in conjunction with the following documents:

- Adelaide (City) Development Plan
- City of Adelaide Strategic Plan
- Adelaide Design Manual
- Adelaide Park Lands Management Strategy
- Sports Infrastructure Master Plan
- Adelaide Park Lands Event Management Plan
- Community Land Management Plans (currently under review)
- Integrated Biodiversity Management Plan
- Adelaide Park Lands Leasing and Licensing Policy

### Codes and Standards

The Guidelines must be used in parallel or by exceeding the requirements of relevant codes and standards including:

- Disability Discrimination Act, Australian Standards (DDA)
- National Construction Code (NCC) and Building Code of Australia (BCA)
- Crime Prevention Through Environmental Design (CPTED)



Bungarribee Superpark, New South Wales by JMD Design / Shelters by Stanic Harding Architects



Tehama 1 House, USA by Studio Schickelanz



## How to use the Guidelines?

### Application

The Guidelines are a key document for achieving APLA and Council support for a building proposal.

The Guidelines are intended to be utilised right throughout the life cycle of a proposal – from the initial idea and discussions with Council administration, through to site selection, concept design and formal “Land Lord” approval.

It is key for Council in providing advice on, and evaluation of, any and all proposals for building activity in the Park Lands under the care and control of the City of Adelaide. This includes extensions and renovations of existing buildings as well as proposal for new buildings, regardless of whether the proponent of the project is a existing licensee, community organisation, school, Council itself or another party.

It will also be utilised by Council and APLA to provide advice on any buildings on areas of the Park Lands under the care and control of other authorities. The utilisation of the Guidelines by all parties involved in delivering buildings throughout the Park Lands is encouraged.

As the Guidelines are employed early in the project proposal process, the application of the Guidelines precedes the later statutory Planning Assessment process.

### Structure of the Guidelines

The Guidelines comprise of three parts:

#### Part 1. Introduction

This section provides context and background to the Guidelines.

#### Part 2. Principles, Objectives & Building types

This section provides six overarching design principles with related objectives and building types. This structure forms the rationale behind the ensuing requirements. An understanding of the principles and objectives is critical before progressing to Part 3.

#### Part 3. Requirements

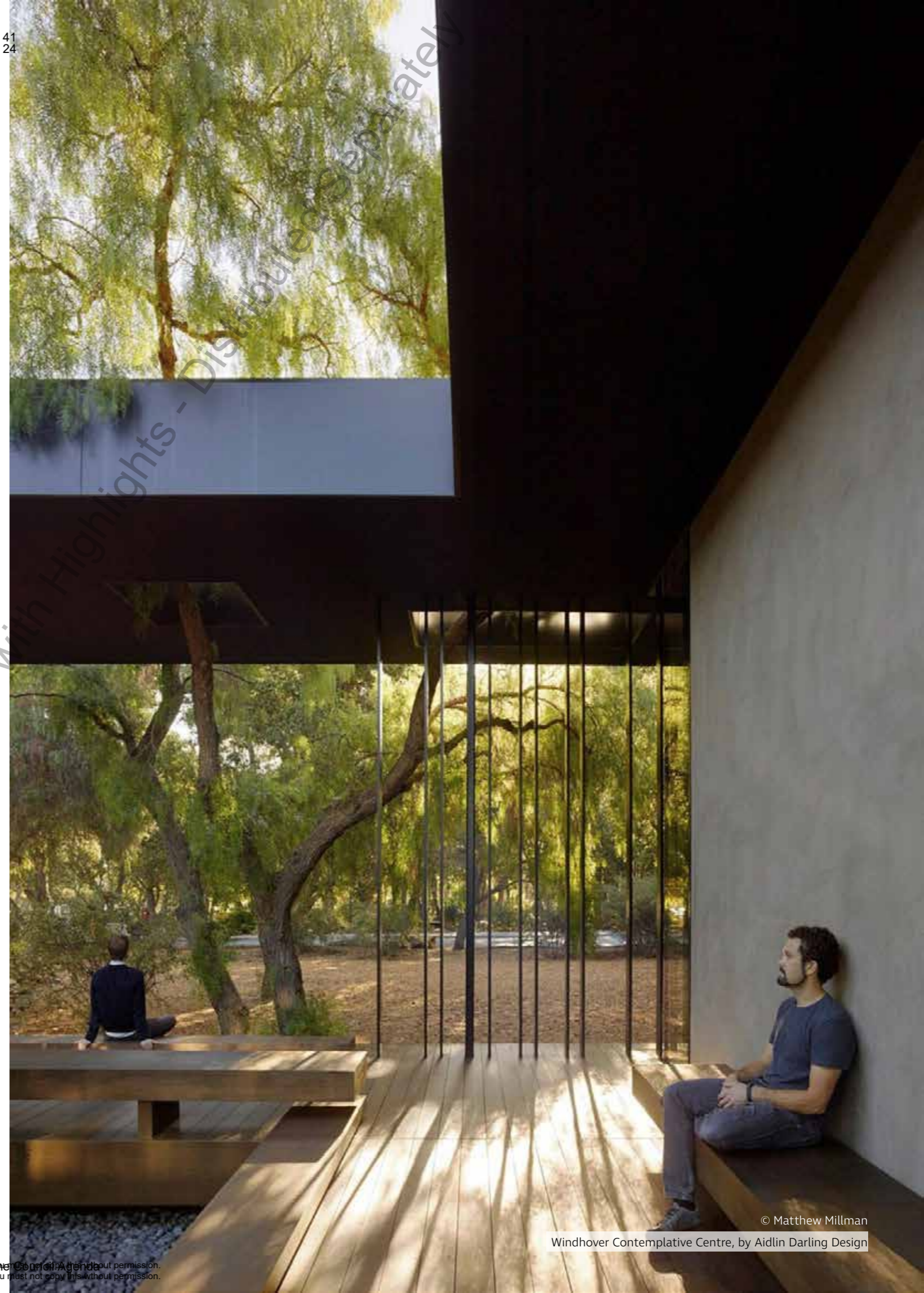
This section provides the “tools” to achieve the principles and objectives, which are used to assess each building during the design and approval processes. These “tools” include:

- General requirements for site planning and building design.
- Detail requirements for specific building types.

Site planning requirements must be followed to achieve a comprehensive appreciation of the broader park setting and respectful site planning, before proceeding to building design.

Building design requirements must be followed to achieve design excellence, consistency and sustainability.

For each building type, specific requirements are described with precedent images.



## Glossary

For the purposes of this document, the below terminology is used:

**APLA** — Adelaide Park Lands Authority

APLA is principally an advisory body on Park Lands matters which also prepares the Adelaide Park Lands Management Strategy

**APLMS** — Adelaide Park Lands Management Strategy

The APLMS is a statutory document required under the Adelaide Park Lands Act 2005 that aims to increase the quality and guide the future of the Park Lands

**ADM** — Adelaide Design Manual

The ADM is a design framework for the public realm in the City of Adelaide

**Building Consolidation** — The replacement of multiple buildings with one single fit-for-purpose building

**CCTV** — Closed Circuit Television

**CLMP** — Community Land Management Plan

The CLMP is a statutory document required under the Local Government Act 1999 to manage and govern community land under Council's control

**Community** — Everyone. In particular, the non-sporting community who are equally entitled to enjoy Park Lands buildings

**Contemporary Architecture** — Design that draws from a wide range of influences with no single dominant style

**Council** — The City of Adelaide Council

**CPTED** — Crime Prevention Through Environmental Design

CPTED principles deter crime through the design and management of architectural, built and natural environments

**DDA** — Disability Discrimination Act

An Act that makes it against the law for public places to be inaccessible to people with a disability

**Floor Area** — The area of a building measured to the inside wall line

**Footprint** — The area of a building measured to the outside wall line, not including hardstand areas

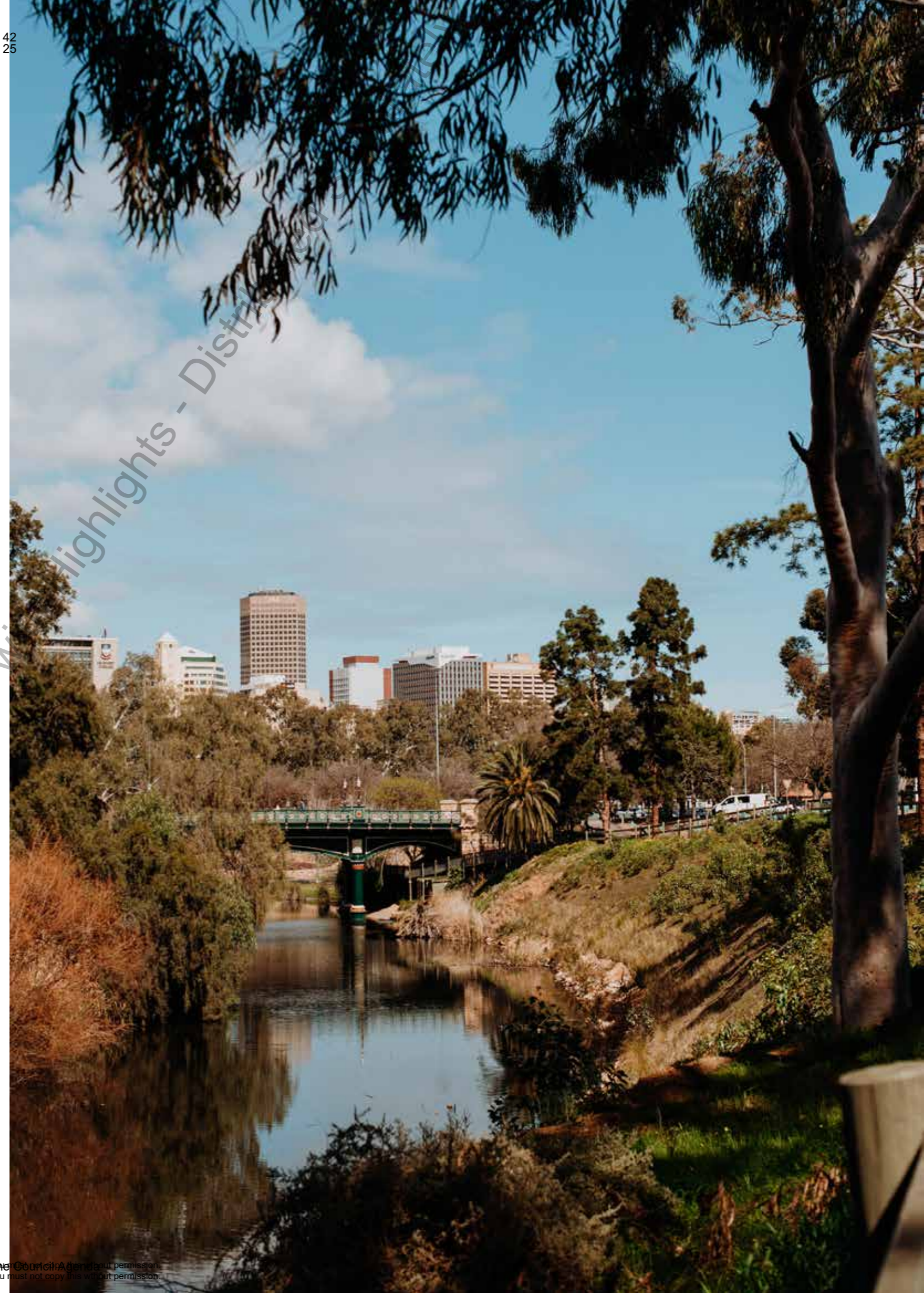
**GAP Water** — Glenelg to Adelaide Pipeline (recycled water)

**Park Lands Trail** — A series of connected walking and cycling trails throughout the Park Lands

**SIMP** — Sports Infrastructure Master Plan

The SIMP is a document outlining the future planning, development and management of sport and recreation infrastructure in the Park Lands

**Undercroft** — The lower level of a building that sits either partly or fully below ground



## Part two

# Principles, Objectives & Building Types

### The Six Principles

Principle 1 & Objectives

Principle 2 & Objectives

Principle 3 & Objectives

Principle 4 & Objectives

Principle 5 & Objectives

Principle 6 & Objectives

### Building Types



# The Six Principles

The following six principles present the overarching integrated approach to designing successful buildings within the Park Lands, to ensure that building designs are informed by their particular park setting. Details of each principle, with their associated objectives, are provided in subsequent pages.

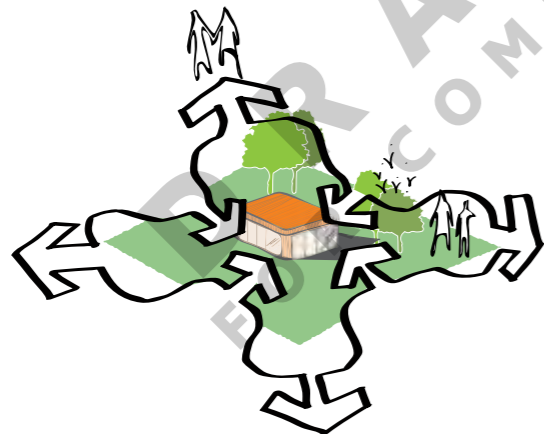
**1**

**Celebrate the quality, identity and cultural heritage of the Park Lands**



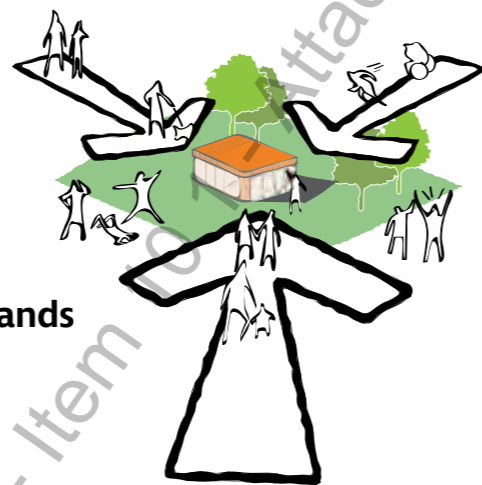
**2**

**Apply a "whole of park" approach**



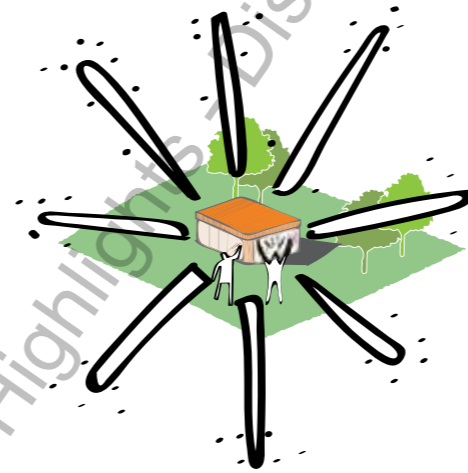
**3**

**Activate the Park Lands**



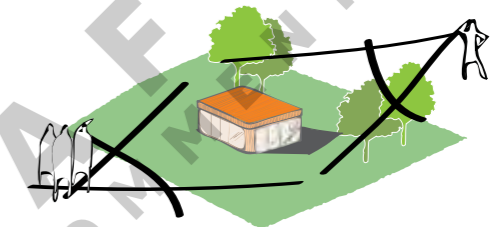
**4**

**Be design exemplars**



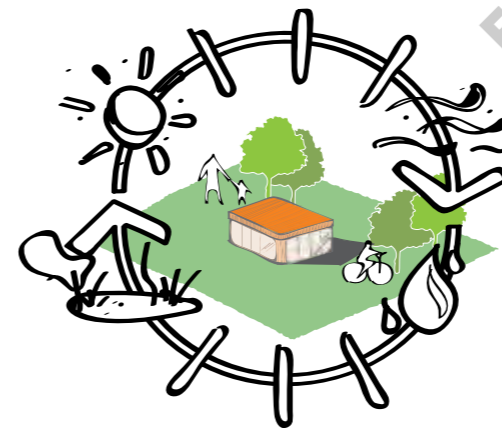
**5**

**Balance the visual impact of built form within the Park Lands**



**6**

**Design with sustainability and longevity in mind**



# Principle 1

## Celebrate the quality, identity and cultural heritage of the Park Lands

Building must respect and enhance the desirable and particular qualities of the culture, heritage, experiences, uniqueness and stories of each park.



### Objective 1.1 Contribute positively to and respect the cultural importance and heritage values of the National Heritage Listed Park Lands

- Buildings and associated landscapes must be planned and designed to protect and enhance the iconic layout of the Park Lands, through preserving and enhancing views and vistas, green park edges and significant landscape features.
- If determined appropriate through research and consultation, buildings and associated landscapes must acknowledge and celebrate important Kaurna, European and multi-cultural historic and cultural qualities through appropriate artistic expression and design.

### Objective 1.2 Embrace and celebrate the unique identity of each park

- The Park Lands are made up of a diverse range of individual parks and squares, each of which portraying unique qualities and cultural merit. Buildings must be located and designed to sit comfortably within the particular park in which they reside, while celebrating each park's unique characteristics.

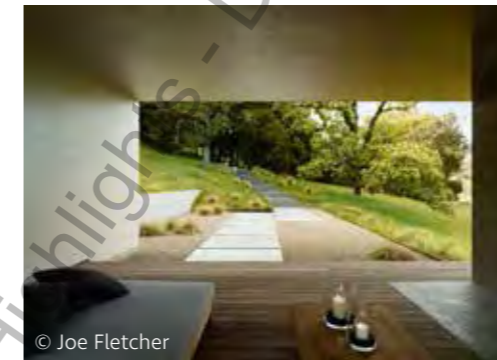
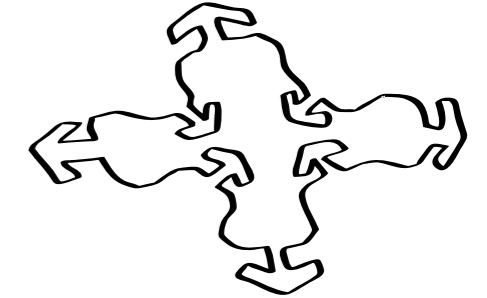
### Objective 1.3 Connect to Kaurna heritage

- Respect, celebrate and consult with the Kaurna people as the Traditional Owners and Custodians of the Adelaide Plains, which include the Park Lands.

# Principle 2

## Apply a "whole of park" approach

Buildings must enhance the broader experience of a park through an integrated approach to designing within the landscape setting.



### Objective 2.1 Consider the entire park when designing buildings

### Objective 2.2 Sit comfortably within and be enhanced by their landscape setting

- The Park Lands consist of a variety of landscape characters including: natural settings with mature, native and indigenous vegetation, creeks and water courses, irrigated sports fields and courts, and formal ornamental gardens. Buildings must be designed with regard to the particular landscape character of its park setting.
- Building designs must respond to the site and context as primary determining factors, to enable the development to sit comfortably within and enhance the broader experience of its park setting.

### Objective 2.3 Protect and restore the surrounding biodiversity

- Buildings must respect their park setting, protect ecologically sensitive areas, and support restoration of areas of high biodiversity significance. These may include remnant native vegetation, mature trees and watercourses that provide food and habitat for birds, animals and insects.

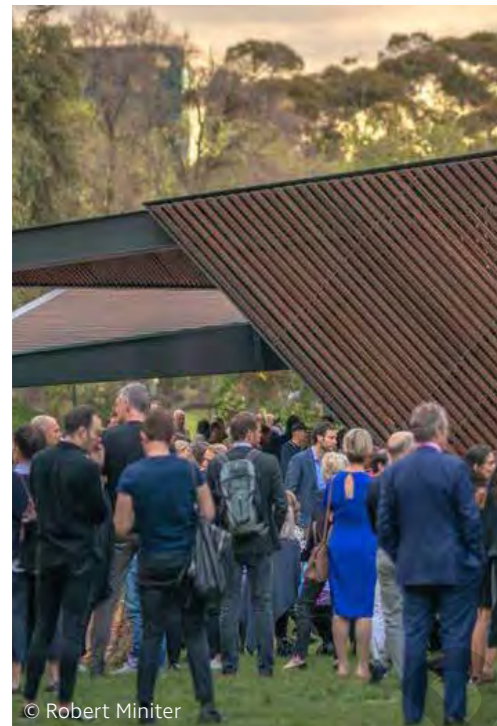
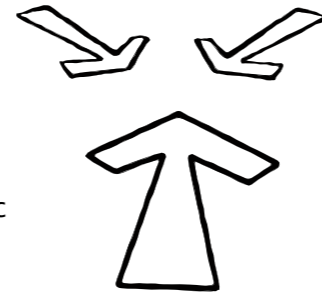
### Objective 2.4 Optimise service infrastructure and prioritise integration of blue and green systems

- Buildings must be planned and designed for efficient and sustainable use of services and prioritise integration of living infrastructure, including Water Sensitive Urban Design plantings, water storage and recycling, green walls and roofs, and integration of solar energy technology.

# Principle 3

## Activate the Park Lands

Buildings must provide contemporary, fit-for-purpose facilities while offering civic destinations for wider community gatherings and enjoyment of the Park Lands.



### Objective 3.1 Promote and enhance active uses

- Buildings and associated landscapes must enable wider participation in sporting and active recreational activities, to support the growth and development of organised sport for the health and wellbeing of the community.

### Objective 3.2 Be welcoming public destinations that are inclusive to all

- Buildings and associated landscapes must be designed to clearly invite community participation, including providing opportunities to celebrate arts and culture.
- Buildings must be welcoming to a diverse community and be accessible to all through universal design.
- Buildings must cater for a diverse range of activities, including passive recreation, such as picnicking and family gatherings.

### Objective 3.3 Be well-connected and easily identifiable

- Buildings must ensure that convenient access and connectivity to various modes of travel are provided.
- Buildings must address the street and be in proximity to existing parking and pathways, or proposed access points and pathways.

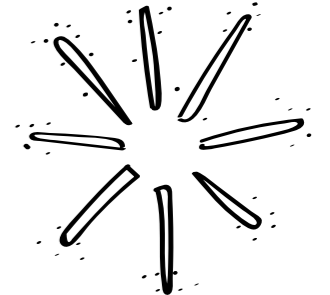
### Objective 3.4 Promote formal and informal recreation

- Buildings must allow for both active uses and informal passive recreation and relaxation.

# Principle 4

## Be design exemplars

Buildings must be outstanding precedents that are beautifully integrated into the Park Lands setting, fit-for-purpose, high quality and highly resolved.



### Objective 4.1 Demonstrate exceptional design

- Buildings must be high quality designs that demonstrate appropriate engagement with its park setting, including through consideration of form, bulk, scale, material selection and detailing.
- Building designs must consider other factors that will impact on architectural quality, such as the articulation of functional requirements, environmental sustainability, proportion, transparency, materiality, colour and lighting.

### Objective 4.2 Preserve heritage and cultural values

- Buildings must respect, preserve and celebrate important heritage and cultural values of existing heritage buildings.

### Objective 4.3 Be beautifully detailed using well-considered materials that complement the Park Lands

- Building detailing and materials must speak to the Park Lands context and enhance the building's appearance, including heritage considerations that may influence its colour and materials palette.
- Buildings must have integrated, meaningful and functional detailing without any superfluous ornamentation.

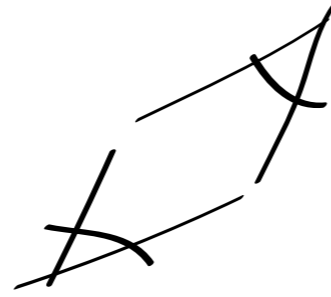
### Objective 4.4 Empower its users

- Buildings must be designed to make their users feel empowered, important and excited to be in the place they are inhabiting.
- Buildings must be accessible and inclusive of all users and champion principles of universal design and CPTED (Crime Prevention Through Environmental Design).

# Principle 5

## Balance the visual impact of built form within the Park Lands

Building uses must be consolidated to create an efficient footprint that minimises visual and physical impacts on the Park Lands, while maximising opportunities to “green” the building.



© Matthew Millman



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### Objective 5.1 Balance a minimal footprint with fit-for-purpose needs

- The footprint and floor area of a proposed building must be clearly justified by its function and users. Buildings must be designed for the expected average user numbers (current and future), not maximum numbers.

### Objective 5.2 Be an appropriate height and form within their landscape context

- Heights and forms of buildings must be informed by their context, which may include a consideration of topography, vegetation, tree canopy, sight lines to adjacent heritage and built forms, balanced with a building's intended use.

### Objective 5.3 Maximise opportunities for integration of indoor-outdoor spaces and greening

- Buildings must enhance and optimise their location within a park setting, in consideration of Adelaide's Mediterranean climate. This may be through enhancing transitions between, or merging of, indoor and outdoor spaces.
- Greening and landscaped areas, appropriate to context, must be incorporated to enhance usability, aesthetics and sustainability. Integrated greening approaches include green roofs, green walls, arbour structures, and appropriate planting (such as deciduous or shade trees and wind breaks), to improve year-round building performance.

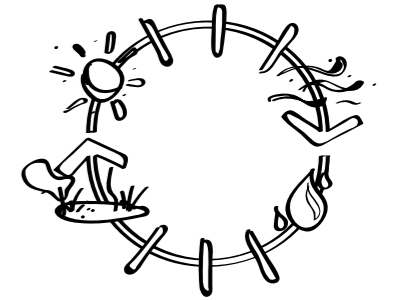
### Objective 5.4 Preserve views and vistas throughout the Park Lands

- Key views and vistas throughout the Park Lands, other heritage buildings and significant landmarks must all be preserved.

# Principle 6

## Design with sustainability and longevity in mind

Buildings must be robust and designed to last, to integrate best-practice sustainable design principles that will deliver ecological, social and economic benefits.



© David Sievers



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### Objective 6.1 Be well-designed for the local climate

- Buildings must be designed for the local climate to reduce their dependence on artificial lighting, heating and cooling, thereby conserving resources.
- Building designs must consider: siting, orientation, fenestration, natural ventilation, daylight and opportunities for integrated greening.

### Objective 6.2 Use robust and consciously sourced materials

- Materials must be ethically sourced and produced, environmentally responsible and durable.
- Where possible, locally or site-sourced materials must be favoured to support the local economy and reduce carbon footprint.
- Material selections must consider sustainability over the life of the building (which may include potential for materials to be recycled or reused).

### Objective 6.3 Operate optimally

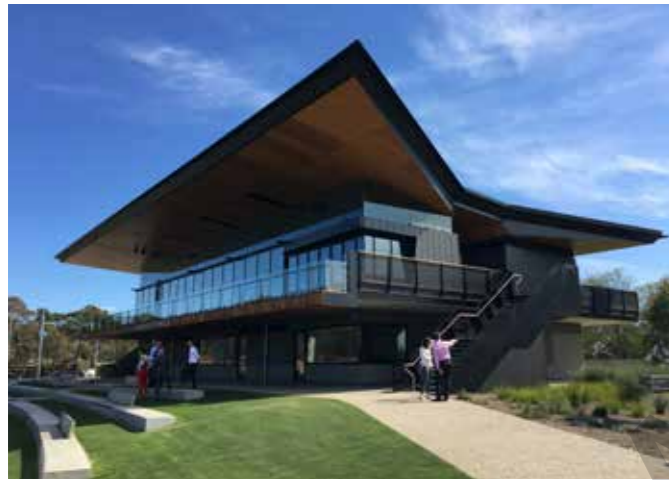
- Buildings must optimise the operation and management of facilities through efficient spatial arrangement, functionality and use of robust materials.
- Buildings must consider integration of smart technology and energy and water efficient systems that will enhance building efficiency and environmental responsibility.

# Building Types

The following building types are currently required in the Park Lands, serving specific functions.

## Community Sports Buildings

Community sports buildings are required to activate sporting precincts within the Park Lands, offering purpose-designed, safe and accessible facilities for participation in a wide variety of sports, while also providing multi-function spaces for flexible use by the wider community.



## Heritage Buildings

Many heritage buildings are currently used for functions and services that did not exist when they were built. They must be conserved and celebrated, provide the opportunity to reveal and interpret their history, while also providing sustainable long-term uses.



## Major Projects

Buildings delivered by the State Government and Crown developments are assessed by the State Commission Assessment Panel. These buildings are multi-functional, cater to a large number of users and can become iconic landmarks in the Park Lands.



## Cafés and Restaurants

Cafés and restaurants provide opportunities for refreshment, socialising, relaxation and engagement with the outdoors. They also facilitate usage of, and attract users to, the Park Lands.





### Amenity Buildings

With increased utilisation of the Park Lands, amenity buildings provide contemporary, safe and accessible services to all users. They may be stand-alone facilities or consolidated as part of a larger building.



### Arbours and Pavilions

Arbours and pavilions provide shelter and shade for spectating, formal and informal events and social gatherings, and may provide additional greenery.



### Maintenance Buildings

The ongoing management of the Park Lands necessitates maintenance and infrastructure buildings that are conveniently located, such as horticulture hubs and pump sheds. Some of these are Council facilities, whilst others will be lease-held.



### Removable / Temporary Buildings

Temporary buildings facilitate short-term events or ideas that require appropriate planning and design, for successful integration into the Park Lands.



## Part three

# Requirements

### Design excellence

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### General requirements

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Site planning

---

Building planning

---

### Specific requirements

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Building types

---

Minute 4 - Item 10.1 - Attachment B with Highlights



## Design excellence

Design excellence<sup>1</sup> can sometimes be seen as a costly “optional extra”, but it is actually a cost-effective necessity. When done well, design enhances the experience of building users, builds in resilience, safety and security, ensures longevity of investment, reduced operating costs, and provides an increased perception of value in the wider precinct. It has a positive impact on reputation and brand, and therefore on the ability to attract visitors to spaces.

The perception that design is expensive can be easily dispelled with an understanding of whole-life costs. Over the lifetime of a building, the construction costs are unlikely to be more than 2-3% of total cost; but operating costs will constitute 85% of the total. On the same scale, the design costs are likely to be 0.3-0.5% of the whole life cost, and yet it is through the design process that the largest impact can be made on the overall figure<sup>2</sup>.

The benefits of design excellence run deep, well beyond functionality and aesthetics. Great design enhances our lifestyle and personal health, as well as our productivity and enjoyment.

### Structure

This section provides the requirements to achieve the principles and objectives set out in Section 2, which are used to assess each building during the design and approval processes.

It comprises of three components:

	Page
<b>General site planning requirements</b>	31
<b>General building design requirements</b>	45
<b>Specific building types requirements</b>	35

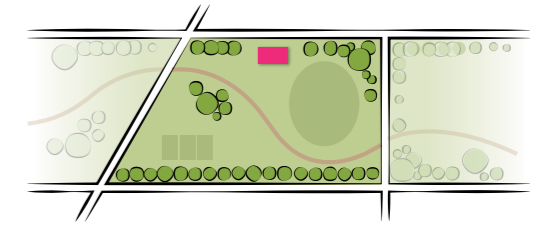
The first two components are general requirements which must be applied to all buildings in the Park Lands, regardless of building type.

The third component contains requirements that are distinct to specific building types, to be read in conjunction with the other two components.

## General site planning requirements

### What is it?

The “general site planning requirements” are critical to the building’s interaction with the rest of the park and its siting within the wider park context.



Requirement	Page
<b>Theme 1: Interaction with the park</b>	
Consolidation of existing buildings and proposed building use	32
Park context and building siting	33
Site materiality	34
Street interface and building entrance	35
Connectivity, circulation and car parking	36
Services and infrastructure	37
Site wayfinding	38
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Requirement	Page
<b>Theme 2: Landscape features</b>	
Landscape character	40
Site ecology and remediation	41
Water sensitive urban design (WSUD)	42
<b>Theme 3: Cultural heritage</b>	
Cultural significance, artistic expression and interpretation	43

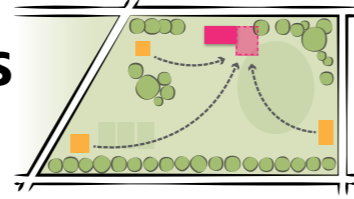


© Simon Whitbread  
Lizard Log Amenities, by CHROFI

<sup>1</sup> Better Placed, Government of New South Wales, p43  
<sup>2</sup> Improving Standards of Design in the Procurement of Public Buildings, Office of Government Commercies and CAFE, October 2006, p6.

Theme 1: Interaction with the park

## Consolidation of existing buildings and proposed building use



Many of the existing buildings in the Park Lands are due for replacement. Some are poorly sited, no longer comply to current standards, and no longer fit-for-purpose.

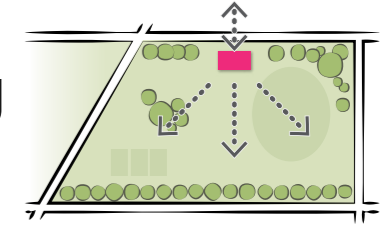
The replacement buildings will provide new, **contemporary** facilities that assist in increasing and activating Park Lands usage. This will ensure that the placement of the new facility has considered wider park projects (either current or future), and aligns with Council endorsed strategies.

The Park Lands enjoy high user numbers throughout the year for formal and informal recreation. New buildings will offer the facilities required to encourage even greater sporting and recreational participation. Sporting and recreational buildings require many facilities, including change rooms, toilets, first aid and umpire facilities, storage areas and multi-functional indoor clubroom facilities. These spatial requirements will impact both footprint and floor area, and need to be thoroughly tested and justified.

Outcome	How to achieve this?
Buildings that are flexible and inclusive of all	<ul style="list-style-type: none"> <li>Buildings must demonstrate a genuine ability to accommodate social and cultural groups, the elderly, or children's activities.</li> <li>Buildings must invite and include non-sporting community use.</li> <li>Buildings must have indoor and outdoor spaces that can be used by multiple groups simultaneously.</li> <li>Buildings must be designed to activate park edges and encourage maximum participation from the wider public.</li> </ul>
Buildings that are integrated and consolidated	<ul style="list-style-type: none"> <li>Small-scale buildings must be aggregated and positively integrated where possible into a single development, to function both visually and practically.</li> </ul>
Buildings that are justified	<ul style="list-style-type: none"> <li>Buildings must be designed for average user numbers, not peak numbers, as well as facilitate the widest playing hours for sporting schedules.</li> <li>Building proposals must review wider park projects (current and proposed) to ensure that the location and facilities are justified.</li> <li>Buildings must have clear area schedules on drawings showing existing and proposed footprint and floor area, with thorough testing and review of user requirements.</li> </ul>

Theme 1: Interaction with the park

## Park context and building siting



Context is a primary determining factor in the design of buildings. A building that integrates well with the site will enable development to sit comfortably within its Park Lands setting.

Every building must integrate successfully into the Park Lands; this is achieved through considered treatment of the spaces immediately adjacent the new building.

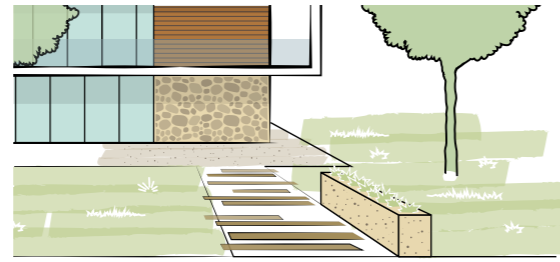
Outcome	How to achieve this?
Buildings that complement the park in which it is located	<ul style="list-style-type: none"> <li>Buildings must be carefully placed in the park, to further enhance their roles as activation hubs.</li> </ul>
Buildings that accommodate all users	<ul style="list-style-type: none"> <li>Buildings must not address a single outdoor recreational space or particular playing field, unless there is only one.</li> <li>Buildings must plan for outdoor spaces to accommodate portable facilities and temporary structures for peak or alternative use.</li> </ul>
Buildings that respond to site conditions	<ul style="list-style-type: none"> <li>Buildings must be designed for the natural topography, and seize opportunities to use existing levels to create spaces for performance and community gatherings (e.g. amphitheatre).</li> <li>Buildings must retain and/or enhance existing landscaping and vegetation to assist in screening the building.</li> <li>Buildings must be set back from street edges and intersections to reinforce the green edge of the Park Lands.</li> <li>Buildings must avoid surface flows.</li> </ul>
Buildings that offer views and vistas across the park	<ul style="list-style-type: none"> <li>Buildings must be situated to respect and enhance views into, from and through the Park Lands, including significant landscape features, natural systems, watercourses, vegetation, adjacent playing fields and community spaces.</li> </ul>
Buildings that are safe	<ul style="list-style-type: none"> <li>Buildings must implement CPTED principles regarding their placement in the park.</li> <li>Buildings must not be placed below existing trees due to risk of limb drop caused by an increasingly hot climate.</li> <li>Buildings and site levels must be designed to prevent localised flooding during extreme weather events, plan for 1 in 10 year storm events and the pending impacts of climate change.</li> </ul>
Buildings that maximise environmental performance	<ul style="list-style-type: none"> <li>The surroundings of buildings must be designed to effectively aid in cooling and heating.</li> </ul>



**Recommended reading**

"Community Land Management Plans" by City of Adelaide

**Theme 1: Interaction with the park**  
**Site materiality**

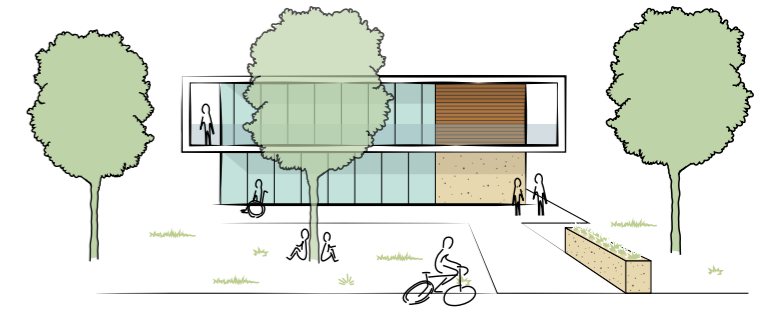


A contemporary and well-considered architectural design will reinforce how highly we value the Park Lands. These are unique projects, and appropriate material selection will determine how successfully the building integrates into the Park Lands.

A cohesive palette of materials, textures and finishes, selected for best environmental practice and reduced life-cycle costing, will reinforce an appropriate sense of place for these buildings.

Outcome	How to achieve this?
Site materials that are environmentally responsible	<ul style="list-style-type: none"> <li>Site materials must be locally sourced and/or can be recycled where possible. If imported, materials must be from the region, rather than from distant sources.</li> <li>Building sites must not use rocks, pebbles and other materials harvested from sensitive landscapes.</li> <li>Building sites must use permeable paving and ground treatments that will replenish the watertable. Always.</li> <li>Building sites must not use heat absorbing materials in car parks (roads and pavements) to help regulate and cool the Park Lands and the city.</li> </ul>
Site materials that are safe	<ul style="list-style-type: none"> <li>Building sites must use materials that provide safe access and egress for all users.</li> </ul>
Site materials that have longevity	<ul style="list-style-type: none"> <li>Site materials must be naturally durable and selected to age gracefully.</li> <li>Where timber is required, durable hardwood timber must be selected, including for framing, cladding and decking.</li> <li>Do not rely on paint finishes for material durability. Where solid painting is desirable, colours must respond to the building's site context.</li> <li>Site materials must incorporate anti-graffiti coatings and materials that resist vandalism.</li> </ul>
Site materials that reflect their context	<ul style="list-style-type: none"> <li>Site materials should complement the building's materials and the street interface materials.</li> </ul>

**Theme 1: Interaction with the park**  
**Street interface and building entrance**



A clear and inviting street interface is critical to advise the general community of the building's existence, and to invite them to participate in its facilities. This can enable greater user numbers and increased public benefit.

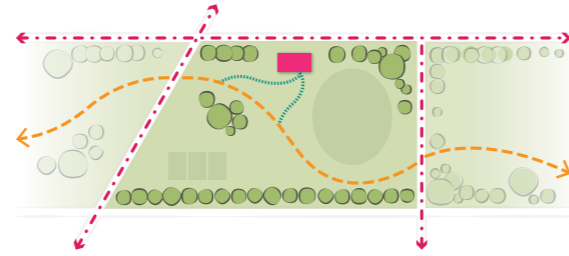
The street interface will act as a plaza space and allow for people to congregate, securely park their bicycles, take shelter or shade under trees and wait safely day or night.

A well designed street interface is required to successfully integrate the building into its park setting. This space can then successfully link into adjacent playspaces, transport options, public amenities, kiosks and the street edge, and is a welcoming and inclusive space for all.

Outcome	How to achieve this?
Buildings that have a street identity and presence	<ul style="list-style-type: none"> <li>Building signage must acknowledge the indigenous park name.</li> <li>Buildings must have street edge signage.</li> <li>Buildings must have considered lighting that interacts with the street edge.</li> </ul>
Buildings that promote safety	<ul style="list-style-type: none"> <li>Buildings must provide adequate and functional lighting.</li> <li>Buildings must be designed to benefit from passive surveillance at all times by implementing CPTED principles.</li> <li>Bicycle parking must be contained and secure at all times, and must not clutter the space.</li> </ul>
Buildings that provide good amenities	<ul style="list-style-type: none"> <li>Buildings should provide outdoor seating to ensure comfort for all users at all times.</li> <li>Buildings must provide Council-endorsed furniture from the Adelaide Park Lands Furniture Suite, where possible.</li> <li>Buildings must provide paths of travel and amenities that ensure universal access.</li> </ul>

Theme 1: Interaction with the park

# Connectivity, circulation and car parking



Buildings must be designed with knowledge of how people will access them, and how people will move around and throughout them. Sustainable buildings require links to public transport, and pedestrian and cycling pathways.

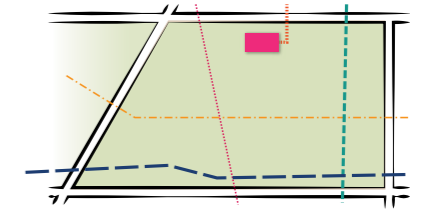
Successful placement of a building within a park will result in a seamless transition from the urban zone into the Park Lands realm.

Outcome	How to achieve this?
Buildings that are well connected	<ul style="list-style-type: none"> <li>Buildings must be positioned to connect easily into adjacent existing path networks, pedestrian routes and cycle trails in the park, including the Adelaide Park Lands Trail.</li> <li>Buildings must be positioned to be in proximity to public transport options, where possible.</li> </ul>
Buildings that have good circulation and access	<ul style="list-style-type: none"> <li>Buildings must be designed to comply with equal access requirements, standards and the DDA.</li> <li>Pathways must be designed to ensure a smooth, continuous surface level without steps, allowing safe movement for the elderly and providing universal access.</li> <li>Shared paths (for pedestrians and cyclists) widths must be 3m minimum.</li> <li>Pathways to buildings must be sufficiently lit.</li> <li>Buildings must be designed to allow for access by emergency and maintenance vehicles and machinery. Paving and ground treatments in these areas must offer adequate load bearing capacity.</li> </ul>
Car parking that meets Council objectives	<ul style="list-style-type: none"> <li>Increases to car parking on the Adelaide Park Lands is discouraged for new developments. Council policy and objectives for reduction in car parking must be adhered to.</li> <li>Driveway widths must be limited to 3m maximum.</li> </ul>

- Recommended reading**
- "Access & Inclusion Strategy" by City of Adelaide
  - "Adelaide Park Lands Management Strategy" by City of Adelaide

Theme 1: Interaction with the park

# Services and infrastructure

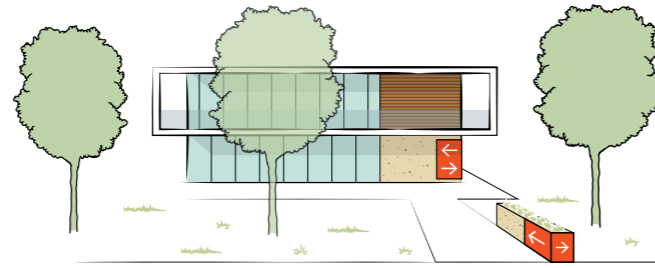


The placement of Park Lands buildings must avoid all infrastructure. Detailed survey and site analysis will identify all known above and below ground infrastructure at the earliest stage of the project, ensuring there are no conflicts.

Thorough site planning will ensure convenient links to required building services. Thoughtful building design will then ensure efficient use of those services.

Outcome	How to achieve this?
Buildings that function well	<ul style="list-style-type: none"> <li>Existing service and access requirements must be investigated prior to any building proposals or projects, to ensure that there are no clashes with underground services.</li> <li>Compatible fittings on underground tanks and water infrastructure must be provided for access of Emergency Fire Service vehicles, in the event that the building's water resource is required to fight a structure or grass fire. This may also be required if a building is beyond the minimum distance from the nearest fire water hydrant.</li> <li>Service access must be smartly located to minimise disruption to the park and surrounding landscape.</li> <li>Buildings must not be located over underground services and infrastructure.</li> </ul>


Theme 1: Interaction with the park  
**Site wayfinding**



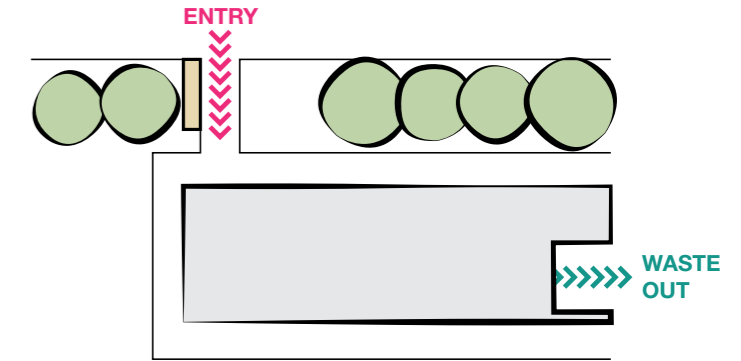
Site wayfinding is important to assist users in orientating themselves within spaces, or to travel from place to place. Signage will extend and develop the Park Lands wayfinding signage theme.

Well designed signs help users with building and park information, and connect them to adjacent destinations, facilities and public transport.

Outcome	How to achieve this?
Buildings that have well designed building signage	<ul style="list-style-type: none"> <li><input type="checkbox"/> Building signage must be noted on drawings at the time of seeking planning and building approvals.</li> <li><input type="checkbox"/> Sizes of building signage must be limited and justified, and align with provisions in the Development Plan (pending Planning &amp; Design Code).</li> <li><input type="checkbox"/> Permanent sponsorship signage, naming and logos are prohibited.</li> <li><input type="checkbox"/> Building signage must be integrated and reflect the building's design, size, shape, form, finishes, materiality and architectural treatments.</li> <li><input type="checkbox"/> Building signage must complement and interpret any heritage aspects of a building or park.</li> <li><input type="checkbox"/> Building signage should provide distances to surrounding rest areas, drinking fountains, toilets and other amenities.</li> <li><input type="checkbox"/> Local artists should be engaged where possible, to extend subtle and well designed site interpretation.</li> <li><input type="checkbox"/> Building signage may align with the City of Adelaide's signage suite.</li> <li><input type="checkbox"/> Lighting to building signage must not be back-lit or neon, and must be appropriately and subtly lit in keeping with the Park Lands context.</li> </ul>
Buildings that have well designed site signage	<ul style="list-style-type: none"> <li><input type="checkbox"/> Site signage must align with the City of Adelaide's signage suite.</li> <li><input type="checkbox"/> Site signage must be located at strategic entrances, pathways or intersections that are highly visible and lit.</li> </ul>

 **Recommended reading**  
"Wayfinding Strategy Signage Suite" by City of Adelaide

Theme 1: Interaction with the park  
**Recycling and waste**



Park Lands buildings must provide appropriate facilities for the storage and handling of all waste, ensuring that separation into recyclable elements can occur on site. Successful handling of waste is achieved when building users are oblivious to its existence.

At a higher level, it is expected that the buildings themselves are completely recyclable at the end of their life.

Outcome	How to achieve this?
Buildings that have well integrated waste facilities	<ul style="list-style-type: none"> <li><input type="checkbox"/> Site planning must ensure that waste recycling and storage facilities are integrated into the overall design.</li> <li><input type="checkbox"/> Buildings must enclose bins and waste storage inside secure, fenced areas with safe driveway access that cannot be accessed by wildlife and people.</li> <li><input type="checkbox"/> Buildings must avoid direct viewing into the waste storage space from upper level spectating areas.</li> <li><input type="checkbox"/> Site planning must ensure safe movement of waste removal vehicles to and from the facility.</li> <li><input type="checkbox"/> Buildings must allow the grouping of similar recycling types and general waste to facilitate easier removal.</li> <li><input type="checkbox"/> Buildings must provide grease traps if required.</li> <li><input type="checkbox"/> Buildings must locate waste storage facilities downwind from the main area where possible, based on prevailing wind directions.</li> </ul>

Theme 2: Landscape features

# Landscape character



There are a number of distinct landscape types within the Park Lands. It is desirable that buildings will fit comfortably into each landscape setting, contribute to an overall Park Lands theme, and

support the active and sustainable use of the park. Plant and tree species must be appropriate to the site setting and landscape character of the park.

**Outcome**

**How to achieve this?**

Buildings and landscapes that have appropriate plantings

- Engage and consult with landscape architects where required for a comprehensive overview, design, management and care of the site.
- Plants must be compatible with the existing park context and biodiversity.
- Drought tolerant and low maintenance native plants must be used, where possible.
- Architectural landscape screen plantings must be used and integrated instead of fencing, where possible.
- Plants must be compatible with GAP water in the Park Lands, where possible (e.g. turfed cricket pitches are a notable exception).

Buildings and landscapes that have appropriate tree species

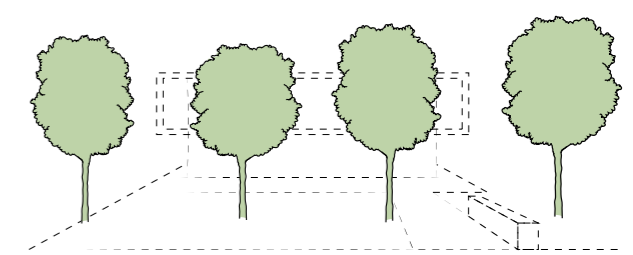
- Engage and consult with arborists or horticulturalists where required in the selection, management and care of tree species for the site.
- Trees must be at a scale appropriate to the built form and in-keeping with existing plantings in the park.
- Root zones of trees must not cause any damage to buildings or underground infrastructure. Conversely, buildings and site works must not damage root zones.

**Recommended reading**

- "Adelaide Design Manual" by City of Adelaide
- "Adelaide Park Lands & Squares Cultural Landscape Assessment Study" by David Jones
- "Adelaide Park Lands Management Strategy" by City of Adelaide
- "Community Land Management Plans" by City of Adelaide

Theme 2: Landscape features

# Site ecology and remediation



In the event that an existing building is to be removed but not replaced, careful site remediation is required to align that portion of the park with the surrounding biodiversity and landscape context. This includes all pathway and hardstand areas.

A site's distinctive land type, soil, vegetation and physical characteristics must be protected, with appropriate management actions and minimal man-made disturbances.

**Outcome**

**How to achieve this?**

Careful and sensitive site remediation

- A building site must be returned to its pre-building condition. Building demolition and removal must be completed safely, with all services terminated to code and made good.
- Any hazardous material must be handled appropriately, with required signage and public health measures in place.
- The pre-existing micro-ecology and context of the park must be preserved and enhanced, with input from the City of Adelaide.
- Buildings must "give back" to the Park Lands where possible and applicable, after the demolition or removal of obsolete buildings, and returning unused service roads and pathways back to green space.

Protection and preservation of the site ecology

- A licensed surveyor must be engaged to document any underground services or infrastructure that is to remain in-place, with drawings and records provided to the City of Adelaide.
- Recyclable materials from the site itself or nearby sites (with approval), including concrete, rubble and timber, must be properly managed and recycled.
- Existing habitats, flora and fauna in the park must be respected and protected at all times.
- During site development, the park's landscape integrity must be protected, taking care in avoiding the disturbance of existing flora and fauna.
- After site development, an appropriate site landscape must be retained and enhanced, through inclusion of plantings that provide habitat and for sources for vulnerable local fauna such as bats, birds and butterflies.

**Recommended reading**

- "Community Land Management Plans" by City of Adelaide

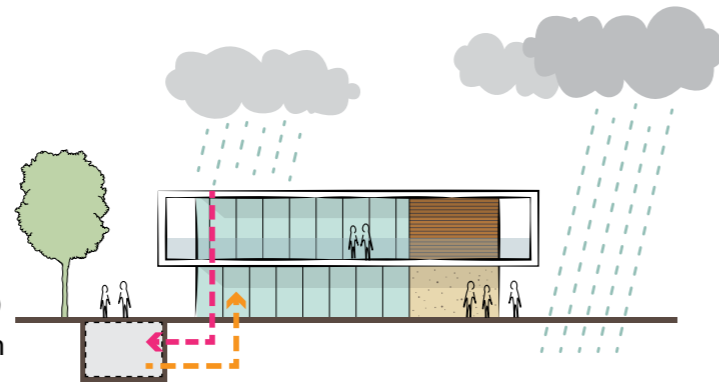


Theme 2: Landscape features

# Water sensitive urban design (WSUD)

Water is a scarce resource in South Australia. WSUD promotes the sustainable use and re-use of water in urban development and buildings.

WSUD integrates the total water cycle from all sources, including rainwater, stormwater, groundwater, mains water and waste water.



A building and its surrounds must demonstrate best practice in how it captures, stores and reuses water.

**Outcome**

Buildings that integrate opportunities for water harvesting

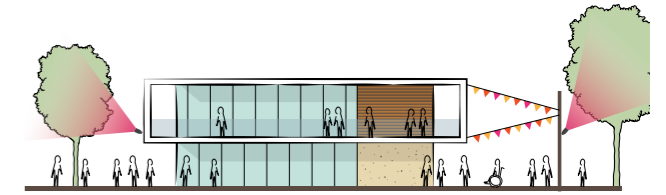
**How to achieve this?**

- Buildings must provide underground rainwater tanks beneath the building footprint or outdoor paved areas.
- Buildings must ensure direct pavement run-off into adjacent garden beds and the use of permeable paving, where possible.
- Buildings must install gutter guards, leaf litter traps and rodent control to all water catchment and storage facilities.
- Buildings must ensure all in-ground stormwater grates and drains are easily accessed for maintenance and cleansing, to ensure a free-flowing system at all times.
- Buildings must ensure rain water and stormwater systems have the capacity to handle large volumes over a short period of time due to extreme weather and pending climate changes.
- Buildings must maximise opportunities to treat stormwater and to recharge the watertable using ground water run-off, and to minimise disturbance of the natural flow to the site's watertable.

Theme 3: Cultural heritage

# Cultural significance, artistic expression and interpretation

The Adelaide Park Lands are National Heritage Listed, with a view to be World Heritage Listed in the future. They are an important community commodity with significant cultural and heritage values, and treasured by all South Australians.



The Park Lands are also a significant contributor to the liveability of the city by showcasing arts, festivals, and community and cultural events. Events in the Park Lands create exciting and culturally enriching experiences for all users.

**Outcome**

Buildings that respect the park's history and heritage

**How to achieve this?**

- Buildings and/or playing fields must be named after or acknowledge its relevant Aboriginal and European history and/or significant person.
- Buildings must respect the cultural context and enhance the particular qualities of culture and heritage unique to its park location.
- Buildings must recognise, offer and preserve important views and vistas through, in to and out of the Park Lands.

Buildings that support arts, culture and events

- Buildings must maximise opportunities to create internal and external spaces for artistic expression and cultural celebration.
- Buildings must create exciting spaces for music, light, activation and temporary events.
- Buildings must provide walls or spaces that could be used for public art, murals, projections or commissions, and/or can be utilised during key arts and cultural events and festivals.
- Buildings must provide for implementation of sensors, audio, music and interactive installations.



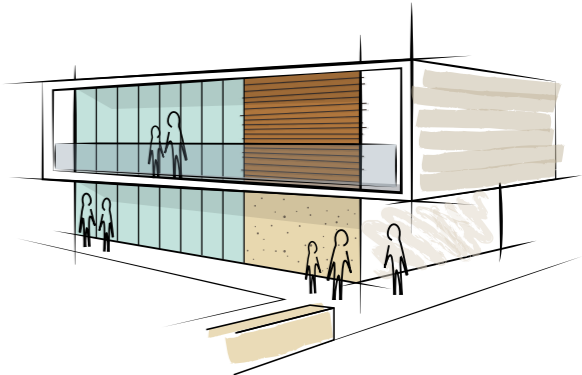
**Recommended reading**

- "Adelaide Park Lands Events Management Plan 2016-2020" by City of Adelaide
- "Community Land Management Plans" by City of Adelaide
- "Public Art Action Plan 2014-2019" by City of Adelaide
- "Adelaide Park Lands Management Strategy" by City of Adelaide

# General building design requirements

**What is it?**

The “general building design requirements” concentrate on the building itself, to promote consistency and continuity within the Park Lands built form without prescribing a predetermined and rigid design solution.



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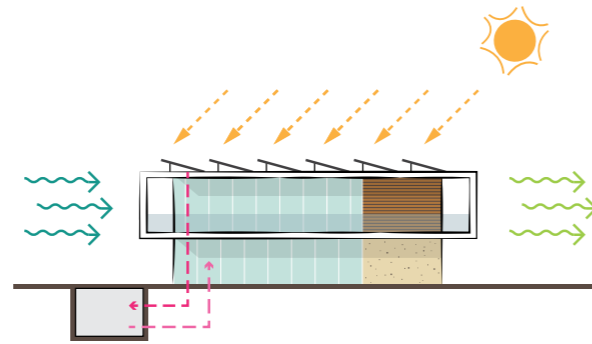
© Joe Fletcher

Tehama House 1, USA by Studio Shicketanz

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Carmel Valley House, USA by Sagan Piechota Architecture

## Architectural qualities

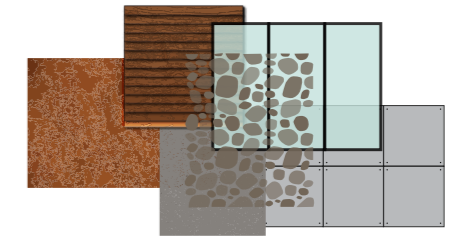


Well designed architectural buildings will allow the existing open space to remain the most visually dominating and enjoyable experience. Buildings should not compete with the landscape in which they sit, but rather integrate comfortably.

People visit the Park Lands to experience the Parks, not to see buildings. Sensitive and considered architectural design of well-spaced buildings can successfully achieve this.

Outcome	How to achieve this?
Buildings that are well designed	<ul style="list-style-type: none"> <li>These architectural qualities are desired:                             <ul style="list-style-type: none"> <li>Flexible internal open plan layout, with the ability to create sectioned off, smaller spaces enabling multiple uses</li> <li>Ability to interact with the landscape through indoor/outdoor spaces</li> <li>Best practice sustainability (e.g. water harvesting, solar power generation and storage, water re-use, low embodied energy materials, recyclable elements)</li> <li>Transparency and implementation of techniques to reduce visual bulk of all building forms (e.g. articulation)</li> <li>Use a locally sourced natural material palette that complements the Park Lands setting</li> </ul> </li> </ul>
Buildings façades that are well articulated	<ul style="list-style-type: none"> <li>These architectural qualities are desired:                             <ul style="list-style-type: none"> <li>Recessed windows and doors to create visual depth</li> <li>Integrated detailing using the building's own materials, without superfluous ornamentation</li> <li>Contemporary forms</li> <li>Considered design when the building is lit (internal and external surfaces)</li> <li>A welcoming and exciting frontage</li> <li>Usage of locally sourced natural material palette that complements the Park Lands setting</li> <li>Buildings must be designed to be viewed from all angles with no distinguishable "front" or "back"</li> <li>Buildings must have an easily identified entrance</li> </ul> </li> </ul>
Buildings that are Green Star rated through the Green Building Council of Australia	<ul style="list-style-type: none"> <li>For new buildings - buildings must achieve a 5 Green Star rating.</li> <li>For existing buildings to be remodelled or renovated - whilst a 5 Green Star rating is desirable, these projects will be considered on a case by case basis.</li> </ul>

## Building materials



To complement the site materials, building materials should also speak to their Park Lands setting to enhance the building's appearance. Materials must consider the park's cultural heritage and context, in particular noting any heritage

buildings and the corresponding contextual palette. In addition, material selection must contribute to best practice environmental performance and sustainability.

Outcome	How to achieve this?
Buildings that are environmentally responsible	<ul style="list-style-type: none"> <li>Building materials must be locally sourced and/or can be recycled where possible. If imported, materials must be from the region, rather than from distant sources.</li> <li>Buildings must be designed to minimise energy usage over its whole life.</li> </ul>
Buildings that have longevity	<ul style="list-style-type: none"> <li>Building materials must be naturally durable and able to age gracefully.</li> <li>Where timber is required, durable hardwood timber must be selected.</li> <li>Buildings must not rely on paint finishes for material durability. Where solid painting is desirable, colours must respond to the building's site context.</li> <li>Building sites must incorporate anti-graffiti coatings and materials that resist vandalism.</li> <li>Building materials must be sustainable, have low embodied energy and deliver reduced overall maintenance costs.</li> <li>Buildings must be designed for overall buildability, ease of construction and building cost (e.g. span lengths, beam sizes, sheet sizes, reduced need for crane use, minimising the number of trades on site).</li> </ul>
Buildings that reflect their context	<ul style="list-style-type: none"> <li>Building materials must reflect the natural setting of Park Lands buildings.</li> </ul>

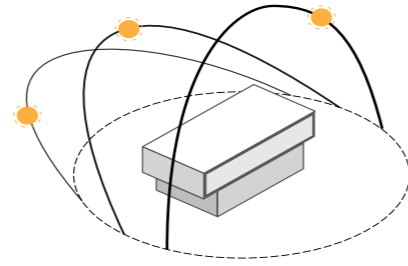


### Recommended reading

"Adelaide Design Manual" by City of Adelaide

"Adelaide Park Lands & Squares Cultural Landscape Assessment Study" by David Jones

## Orientation



Park Lands buildings need to balance optimal solar orientation with the ideal task specific orientation (e.g. facing a sporting field or landscape feature). Correct solar orientation will ensure the building offers the most efficient passive thermal

performance in both summer and winter, resulting in high level sustainability and enabling the building to align with the City of Adelaide's Carbon neutral actions.

### Outcome

Buildings that are appropriately sited and oriented

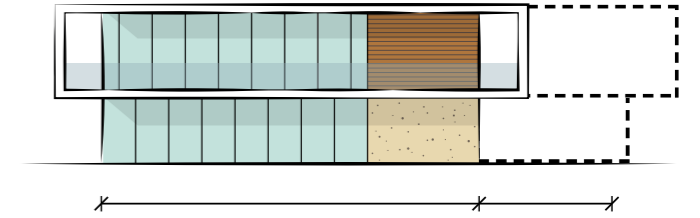
### How to achieve this?

- Buildings must ensure correct solar orientation for optimal passive performance (ideally on an east-west axis), to maximise summer shading and winter solar gains.
- Buildings should maintain northern solar access to primary activity areas where possible, internally and externally, as well as through highlights and clerestories.
- Buildings must minimise unshaded hardstand surrounds where possible, to avoid unwanted heat gains.
- Roof forms of buildings must provide appropriate summer shading and winter solar gains, as well as opportunities for concealed solar panels where possible.
- Flat roofs and skillion roofs must be oriented northwards for optimal implementation of concealed solar panels.
- Buildings must design for the micro-climate of the site.

## Footprint

New buildings must take into consideration the total footprint of buildings being replaced and the user needs.

New building codes and standards, as well as the increased user numbers for park activities, will



all significantly impact the size of proposed new buildings.

The desired outcome is to reduce the total footprint of all buildings in the Park Lands, with exceptions to be approved by APLA and Council.

### Outcome

Building footprints that are practical

### How to achieve this?

- Change rooms, umpire facilities and storage areas must be at ground level for ease of interaction with the related sporting activity. Locating these spaces on first floor levels or undercroft levels must be avoided.
- Total floor area and the stacking of levels must be carefully designed, to promote accessibility and inclusion, but also to create opportunities for architectural expression and articulation.

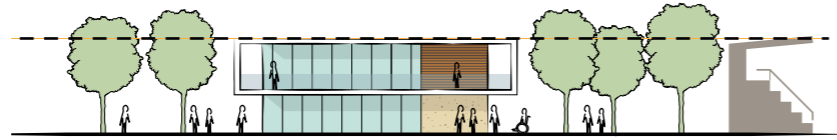
Building footprints that are justified

- Buildings must be designed for the expected and projected average user numbers (at the time of completion), not the maximum numbers or peak loads, with an anticipation for future growth (if foreseeable and economical), as well as expansion through staged construction.
- User numbers over a typical winter's and summer's day sports schedule may be used to assist in determining the best fit-for-purpose facility size. Sports lighting can extend the hours of play and contribute to a smaller building footprint.

Building footprints that respect the Park Lands

- Buildings will "give back" to the Park Lands, after the demolition or removal of obsolete buildings, and returning unused service roads and pathways back to green space.

## Height and form



New buildings must acknowledge the scale, height and form of other buildings, the height of established vegetation, and the ground contours to

ensure the proposed building sits comfortably in the Park. Well designed and detailed buildings will reduce the visual bulk, scale and impact on the park.

### Outcome

### How to achieve this?

Buildings with appropriate heights

- Heights must be informed by the surrounding context (e.g. ground plane contours, vegetation, tree canopy heights, sightlines to adjacent heritage buildings and built forms etc).
- Ground floor levels of buildings must be constructed 300mm above the ground plane to protect against surface flow flooding and to provide assisted elevated viewing. This also reduces the total amount of excavation, costs and risks, without adversely impacting on the total building height.
- Minor on-site earthworks may be implemented to elevate buildings, to enhance views and surveillance and to avoid potential soil contamination.

Buildings with justified forms

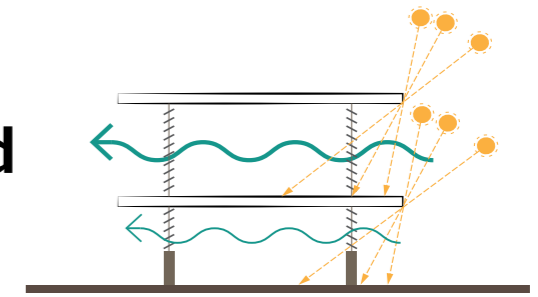
- Place buildings on a recessed base where possible to give the appearance of minimal connection to the natural ground and the impression of a "floating" building. Other techniques of minimal ground connection include recessed lower levels, cantilevered first floors and darker colours to walls on lower levels.
- Breezeways or a central arrival point may be provided to break down large buildings into smaller components, however it should still read as one building to achieve building consolidation, and align with CPTED considerations.
- Well considered roof overhangs and/or canopies must be provided for adequate shelter from sun and rain. Avoid overshadowing of sports fields from upper levels and roofs.

Buildings with undercrofts

- Undercrofted buildings to be considered on a case by case basis, subject to approval by APLA and Council.

## Windows, ventilation and daylighting

Access to natural light and fresh air benefits not only the health and wellbeing of the building's users, but also the economical and environmental sustainability of the building.



As Park Lands buildings, the experience of being indoors should still be 'park like'. Buildings that integrate with their immediate environment are highly desirable.

### Outcome

### How to achieve this?

Buildings that are passively cooled

- Buildings must be designed for cross ventilation, to greatly impact on thermal comfort and air quality internally. This can be achieved through opposing windows, thoughtfully locating openable windows and using louvres instead of top-hung awning windows.
- Internal spaces must be designed to benefit from ceiling fans in preference over mechanical ventilation methods. Appropriate ceiling heights must be provided.
- Breezeways may be utilised between building volumes, whilst being mindful of accelerated wind effects in certain weather conditions.
- Transparency in façades may be implemented to reduce the impression of building mass.
- Shrouds to windows and doors should be provided to control weather intrusion and to aid low maintenance and durability.

Buildings that design for daylighting

- Buildings should consider transparent wall cladding in suitable areas to reduce artificial lighting use.
- Buildings must utilise double glazing or performance glass in all large doors and windows, and utilise obscure glazing where required.

## Access, inclusion and circulation



Building users of all ages, genders and abilities must be able to move around and throughout the building safely, and effortlessly. Successful Park

Land buildings will generously invite and welcome the wider non-sporting community members, ensuring the Park Lands can be enjoyed and utilised by everyone.

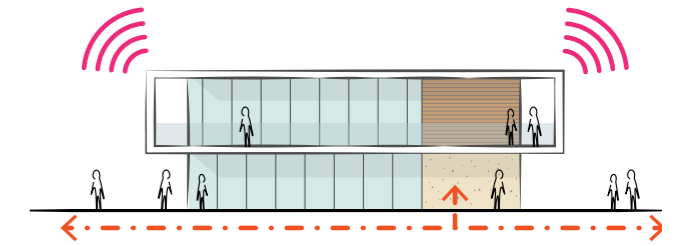
### Outcome

Buildings that are accessible

### How to achieve this?

- Buildings must implement the seven principles of universal design, which include:
  - Equitable use
  - Flexibility in use
  - Simple and intuitive use
  - Perceptible information
  - Tolerance for error
  - Low physical effort
  - Size and space for approach and use
- Buildings must meet and attempt to exceed minimum DDA, NCC and Australian Standard requirements.
- Buildings must locate all switches, electrical points, joinery hardware, door and window hardware in the "zone of common reach" (900-1200mm above floor level).
- If a lift is proposed for a multi-storey building, the lift overrun must not protrude above the building.

## Smart technology



Contemporary buildings are smart buildings. They use intelligent systems to monitor the building's performance, user numbers and behaviour.

Building designers will need to liaise with the City of Adelaide to ensure their proposal allows for and aligns with current and future technologies.

### Outcome

Buildings that are smart

### How to achieve this?

- Sensors for movement and people counts should be provided to monitor behaviour and user numbers, or allow for future implementation.
- Implement security networks for building access (e.g. swipe locks, key cards)
- Smart technology should be provided to monitor and improve building maintenance schedules to maximise efficiencies and assist in achieving Carbon Neutrality.

Buildings that plan for the future

- Buildings should allow provisions for future implementation of sensors, CCTV, and smart technology.
- Buildings should provide WiFi accessibility (10GB) or provide conduits for future implementation.
- New developments must provide connections to two conduits: a private City of Adelaide Smart City conduit and another for future use. These will allow for communications, connectivity, phone, computer, WiFi, alarm, cameras and security. These may also tap into the adjacent Park Lands Trail to accommodate power and communications. Consult with City of Adelaide during the design phase to ensure the above opportunities are achieved.

Buildings that promote community safety through technology

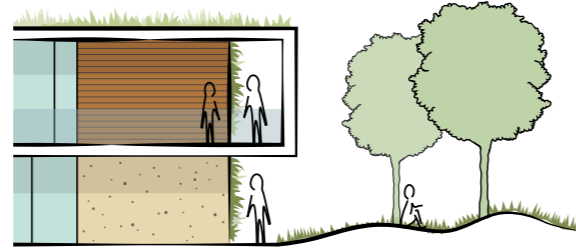
- Buildings must provide sensor activated lighting to outdoor areas that are immediately adjacent, being mindful of proximity to trees and ecological habitat.
- Buildings should provide monitored CCTV.
- Buildings must enable remote deactivation of power to discourage loitering (to SAPOL instruction).
- Buildings must provide meter panels internally where possible.



### Recommended reading

"Access and Inclusion Strategy 2019" by City of Adelaide

## Integrated greening



Greener spaces deliver benefits to the economy, character and biodiversity of the local area, whilst also improving the health, wellbeing, safety and

social aspects of people in the community. This makes the city a more enjoyable place to be and to live. Importantly, greening allows our city to adapt to climate change.

### Outcome

Buildings that are “green-smart”

### How to achieve this?

- Landscaping around the building must be designed to positively influence the internal passive thermal performance (e.g. planting deciduous trees on the northern side to allow shade in summer and sunlight in winter).
- The use of green roofs, green facades and green wall elements will reduce heat loads on internal building spaces and may be appropriate in some circumstances.
- Design surrounding landscapes to effectively aid in the cooling and heating of the building, or position a new building around existing landscape to maximise environmental performance.
- Create a space where landscape and buildings perform as an integrated system to achieve greater sustainability performance, amenity and visual quality for occupants and people in the public domain.
- Integrate planted architectural landscape screens where appropriate in place of fencing.

## Hydraulic building services and infrastructure

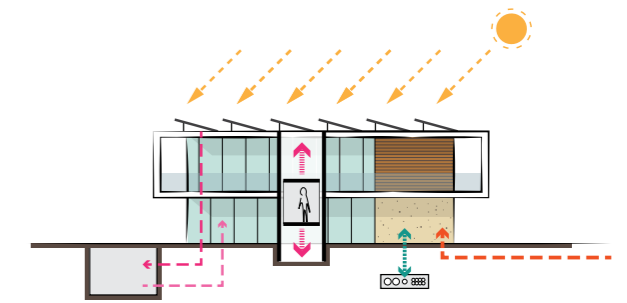
Hydraulic services address the flow, storage, conveyance and treatment of water, sewer, stormwater and gas. The detailed design of these

### Outcome

Buildings with effective hydraulic services

### How to achieve this?

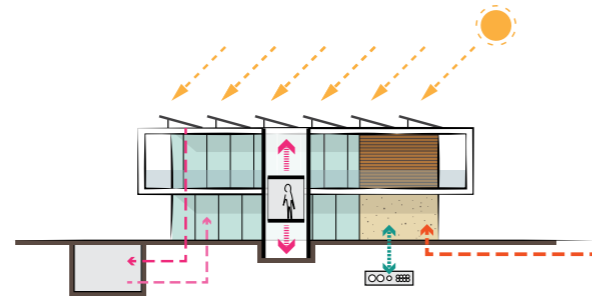
- Hydraulic services include the supply of water and gas to all buildings, utilising water-saving fixtures and fittings through which they are stored and delivered (e.g. tanks, taps, gas cylinders, cisterns, basins, showers etc).
- Fixtures, fittings and materials must be appropriately selected in terms of price, durability, maintenance, appearance and life-cycle costing.
- Mains connection and rainwater must be provided for consumable water requirements, with GAP water for all other requirements.
- Rainwater catchment from large roof areas must be maximised and harvested. On-site storage in underground tanks and the reuse of rainwater must be implemented.
- Mains gas or gas cylinders must be provided. Gas cylinders must be concealed from view and secured.
- Plant, equipment and insulated pipework must be integrated within the building to achieve the best efficiencies and security without external pipework (i.e. minimise lag time)
- Wet areas in amenity buildings should be designed with a service corridor behind the toilet areas with cisterns and pipework accessed in this space for ease of maintenance.
- Grey water re-use must be provided in all buildings, or provide for future implementation.
- Sanitary fixtures and fittings in Council-owned buildings must be selected from a consistent range, enabling readily available spare parts or interchangeable replacements.
- Roof top services must be concealed from view.
- Suitable fire hydrant points must be provided within the required distance.



services will ensure the building is future-proof, climate ready and efficient in all aspects of its operation.

## Mechanical building services and infrastructure

Mechanical services address the movement and handling of air throughout a building. Intelligent design of mechanical systems will deliver innovative



solutions that are highly energy efficient, minimise building's carbon footprint and provide a high quality indoor environment.

### Outcome

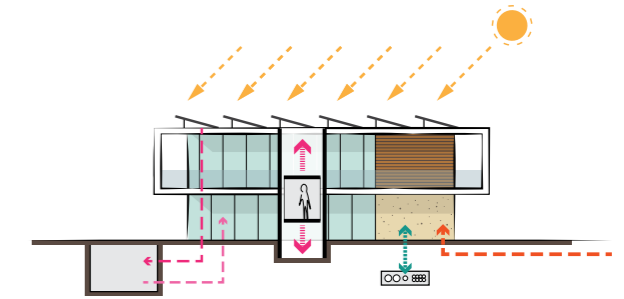
Buildings with effective mechanical services

### How to achieve this?

- Mechanical services include air conditioning units, exhaust fans, extraction fans and in-roof ventilation units.
- Buildings must maximise opportunities for passive thermal comfort to reduce reliance on mechanical services, which should only be employed during extreme weather events.
- Air conditioning units must not be placed on the roof, to decrease risks and costs of maintenance and preserve visual appeal.
- Ventilated enclosures must be designed to conceal and screen air conditioning units at ground level outside the building, with easy maintenance access. They must be installed in compliance with manufacturer guidelines to avoid potential overheating, fire hazard risks and the voiding of warranties.
- Condensation drains must be plumbed to code into waste water filtration, and reuse where possible.
- Units must be appropriately selected in terms of price, durability, maintenance, appearance and life-cycle costing, and rated within one star of the best available product.
- Units used must be rated within one star of the best available product.
- Provide mechanical services to public amenities where they are part of a greater community sporting facility (i.e. not a stand alone public amenity).
- Ensure mechanical systems are zoned to service smaller areas rather than the entire building.

## Electrical building services and infrastructure

Electrical services cover the delivery and handling of light and power to a building. This includes solar power generation and storage.



The information here is to be read in conjunction with the Smart Technology section of these guidelines.

### Outcome

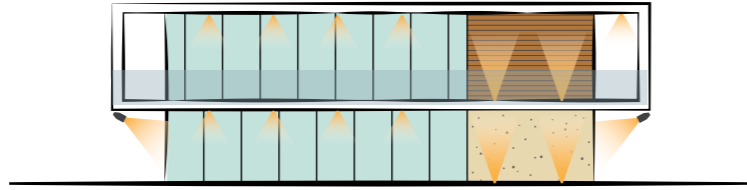
Buildings with effective electrical services

### How to achieve this?

- Design solar panels and all other roof top building plant and services to be concealed from view.
- Ensure roof forms are oriented to the north and can provide solar panels with the best orientation and angle to the sun for maximum efficiency.
- Design for onsite battery storage, or make provisions of space for future implementation.
- If battery storage is not possible, ensure excess electricity from solar is directed back into the grid.
- Provide appliances energy rated within 1 star of best available appliances.
- Provide low voltage LED lighting throughout all buildings.
- Provide sensor activated lighting around buildings. This also benefits CPTED principles.
- Provide a kill switch to ensure no appliances are left on stand-by during unoccupied periods of time.
- Architects are encouraged to source the most efficient power balance for their Park Land buildings.
- Provide a building user manual to educate the building users on how to maximise the efficient design of the building.



## Lighting



Building lighting will not only assist in user comfort, safety and amenity, but also assist in extending the hours of use into the evenings. Combined with

sports lighting, this can extend the hours of play and reduce peak loads on the building, thereby resulting in a smaller footprint and floor area.

### Outcome

Buildings with effective and sustainable lighting

### How to achieve this?

#### • General

- Light sources must give a natural appearance with good colour rendition to people and surroundings.
- The latest technology in luminaire design and a varied lighting approach must be implemented to ensure maximised efficiency, prevention of glare, blind spots, excessive light spill and light pollution, and minimise green house gas emissions. These include use of LED lights and energy saving fittings.
- The lighting circuitry and number of lights must be minimised, to allow for integration of control and timer systems.
- Outdoor area lighting must be localised.
- Lighting used may enhance unique shapes, built or natural features, and intrinsic sculptural forms to create focal points.
- Lighting in Council-owned buildings must be selected from a consistent range, with readily available spare parts or interchangeable replacements.

#### • Internal lighting

- Light sources must implement the use of automatic timers, movement sensors, light adjustment timers and multiple switching, to have greater control over the time and energy output.
- Lighting must be designed to define and guide movement of users through the building utilising perception and wayfinding.
- Lighting must be designed to complement the building's architectural form, materials and details.



## Specific building types requirements

### What is it?

The “specific building types requirements” focus on the variety of building types found and required throughout the Park Lands at a range of functionalities and scales. Each building type will have its own unique set of requirements, whilst there are other requirements that will be applicable to all building types.

Requirement	Page		
Community sports buildings	61	Maintenance buildings	71
Heritage buildings	65	Arbours and Pavilions	73
Cafés and restaurants	67	Removable / Temporary buildings	76
Amenity buildings	69		



© David Sievers

Thebarton Community Centre by MPH Architects

## Community sports buildings

Community sports buildings are required to activate sporting precincts within the Park Lands, offering purpose-designed, safe and accessible facilities for participation in a wide variety of sports, while also providing multi-function spaces for

flexible use by the wider **non-sporting** community. It is important that these buildings have a level of civic quality and amenity that marks them as a valuable and important destination for the community.

### Outcome

Buildings for community use

### How to achieve this?

- Community buildings with public amenities and kiosks must be located closer to park edges and not in the middle of a park, unless they address specific site landscape elements (e.g. Rymill Park Kiosk in proximity to the lake).
- Existing community spaces and playgrounds must be closely linked or connected to maximise user benefits of both facilities.
- Community buildings must have spaces that can be used as a point of refuge during severe weather events.
- Community buildings must have clear entry points, and be well connected to adjacent public transport, pedestrian and cycling connections.
- Community buildings must ensure passive surveillance and safety of children, in accordance with CPTED principles.
- General amenities must be co-located to enhance coordination and assist with convenience for users, to access multiple services from a single point.
- Community buildings must provide for multiple users at the same time, as well as being flexible and capable of adapting as needs change over time. Buildings must avoid being designated for single uses or specific target groups that may quickly become outdated.
- Community and sports facilities must be consolidated to facilitate and promote convenient access and a focal point for activity.
- Community buildings must be near open space for related outdoor activities and events (i.e. adjacent to parks and playgrounds for families, civic squares for markets, festivals etc).

## Community sports buildings (continued)

Outcome	How to achieve this?
Buildings for community use	<ul style="list-style-type: none"> <li>Community buildings must avoid conflict with neighbouring park or building uses.</li> </ul>
Buildings for sports use	<ul style="list-style-type: none"> <li>Sports buildings must be located adjacent to the playing field(s) that they serve, but balanced against the overall wider community participation in the facility, such as other attractions in the park (e.g. playgrounds, kiosks).</li> <li>Change rooms, umpire facilities and storage areas must be at ground level for ease of interaction with the related sporting activity. Locating these spaces on first floor levels or undercroft levels must be avoided. Note: undercrofts do not provide safe and convenient access and egress to a sporting building for players and game officials wearing sporting footwear with spikes.</li> <li>Ovals (e.g. AFL), field and pitch sports (e.g. soccer and hockey) are ideally viewed from the sidelines. Buildings must be appropriately sited to allow for the best sightlines. Buildings are best located on the western side of sporting fields to avoid looking directly into the late afternoon sun.</li> <li>Two storey buildings are desirable for upper level viewing, spectating opportunities and a smaller building footprint.</li> <li>Single storey buildings are equally desirable in the Park Lands through their ability to provide all of the required spaces over a single level. This will likely result in a larger footprint for the building, however thorough design investigations will find the appropriate balance between building footprint and building facilities.</li> </ul>

## Community sports buildings

### Precedents



Karen Rolton Oval, by COX Architects



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Thebarton Community Centre, by MPH Architects

## Community sports buildings (continued)

### Precedents



© Peter Bennetts

Port Melbourne Football Club, by K20 Architects



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Thebarton Community Centre, by MPH Architects

## Heritage buildings

Many heritage buildings are currently used for functions and services that did not exist when they were built. As these buildings take on new uses, they may require expansion or adaptation. This new work should always be 'architecture of the

moment' (**contemporary**), allowing the original heritage form to remain clearly evident. They must be conserved, celebrated, and provided with the opportunity to reveal and interpret their history, while also ensuring sustainable long-term uses.

### Outcome

New buildings or renovations to existing heritage buildings that respect, reflect and celebrate the park heritage and context

### How to achieve this?

- New buildings must identify, respect and take reference (but not replicate) the form of adjacent heritage building's:
  - Scale, proportion and height
  - Detailing and materiality
  - Façade, patterning and rhythm
  - Footprint, spatial arrangement and use
- New forms must complement the existing building through contrast, with a clear and contemporary statement, and avoid attempting to recreate the original heritage form. This allows the heritage form to be read clearly from the new building. Consult with City of Adelaide and heritage architects during the design phase to ensure the above are achieved.
- The separation between old and new must be clear, using either a glass link, or change of height to a lower level at the connection point.
- New materials must consider their direct connections to the heritage form. A break between buildings should be created, using a shadow line for walls, lower roof elements, or a negative joint (setback) in the floorplan.
- At all times, identify, protect and preserve the air space around heritage forms, and the views / vistas into, away from and throughout the heritage building and its immediate surrounds.

## Heritage buildings

### Precedents



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Ballymahon, by ODOS Architects



© Marc Cramer  
Bord-du-Lac House, by Henri Cleinge Architect



© Harris Kalinka  
Fulham Lodge, London by Richard Bell Architect



© ODOS Architects  
Ballymahon, by ODOS Architects

## Cafés and restaurants

Cafés and restaurants provide opportunities for refreshment, socialising, relaxation and engagement with the outdoors. They are attractants to the Park Lands for the wider community, and when strategically placed, can

offer a parent's retreat adjacent a playspace, refreshments whilst watching a sporting game, or hydration whilst discovering the Park Lands Trail. Their architectural form should allow them to open up to their Park setting, whilst still providing shade and shelter throughout the seasons.

### Outcome

Cafés and restaurants that are strategically located

### How to achieve this?

- Cafés and restaurants can be located adjacent unique features of the Park Lands (e.g. Rymill Park Lake, Veale Gardens and Torrens Lake).
- Cafés and restaurants must be located near park edges for activation, and well connected to adjacent public transport options and parking.

Cafés and restaurants that are functional and practical

- Cafés may be offered as part of a community sports building in the form of a kiosk. These may be operated by the building lessee or sub-lessee, subject to lease conditions and landlord consent. The hours of trade would be determined by the activities offered by the greater building, and/or the adjacent community facilities (e.g. playgrounds or dog parks).
- Cafés and restaurants must ensure correct solar orientation to allow winter sunlight into the building and onto protected outdoor dining areas, with shade in summer.
- Cafés and restaurants should ensure year round weather protection to outdoor spaces.

Cafés and restaurants that facilitate events

- Cafés and restaurants must implemented CPTED principles during trading hours and non-trading hours for the safety of their patrons, workers and the wider community.
- Cafés and restaurants must provide recycling, waste storage and removal facilities, and ensure that waste storage is shielded from view and does not generate odours or attract vermin. Waste removal vehicle movement must be controlled, for the safety of patrons and protection of the building amenity and surrounds.
- Cafés and restaurants may be designed for activation during key events (e.g. Adelaide Fringe Festival), with internal and external spaces catered towards small to medium scale events or performances.

## Cafés and restaurants

### Precedents



© Steve Back  
Sydney Park Kiosk, Sydney by Stanic Harding Architecture & Interiors



© Simon Miles  
Utopia Broughton Hall, UK by Hopkins Architects

## Amenity buildings

With increased utilisation of the Park Lands, amenity buildings provide contemporary, safe and accessible services to all users. They may be stand-alone facilities or consolidated as part of a larger building. In either situation, it is highly desirable

that their architectural integrity ensures they sit comfortably within the Park Lands, and are of a design standard in keeping with the contemporary sustainable buildings they share the Parks with.

### Outcome

Amenity buildings that are safe, contemporary, accessible and visually appealing

### How to achieve this?

- ❑ Amenities may be provided as part of a community sports building. Clear external access must be provided.
- ❑ Amenity buildings must be clearly visible and well signed to advise users of their existence and availability.
- ❑ Standalone amenity buildings should be located at park edges for maximum convenience, safety and accessibility.
- ❑ Locations of existing services must be identified during design planning to ensure economy and potential consolidation of services, where possible.
- ❑ Amenity buildings must implement CPTED principles for the safety of park users.
- ❑ Amenity buildings require high levels of architectural design to ensure they sit comfortably in the Park Lands context, and align with the design integrity of other Park Lands buildings.
- ❑ Where 'Exeloo' (or other proprietary amenity units) are proposed, they should be 'wrapped' in an architectural skin, to ensure alignment with the desired Park Lands building design integrity.

## Amenity buildings

### Precedents



© Simon Whitbread  
Lizard Log Amenities, NSW by CHROFI



© Simon Whitbread  
Lizard Log Amenities, NSW by CHROFI

## Maintenance buildings

The ongoing management of the Park Lands necessitates maintenance and infrastructure buildings that are conveniently located, such as horticulture hubs and pump sheds. Some of these are Council facilities, whilst others will be lease-

held to service licensed playing fields. They should be planned to ensure the safety of all Park users, children in particular, and in every situation provide a contemporary architectural form.

### Outcome

Maintenance buildings that are functional and accessible

### How to achieve this?

- Maintenance buildings must be located close to existing pathways and access routes to provide easy access for maintenance vehicles.
- Adequate storage for maintenance vehicles, plants and equipment must be provided, whilst being mindful of specific vehicle heights and widths (e.g. mowers, tractors, trucks etc).
- Maintenance buildings must allow for the delivery of bulk materials and safe movement of large trucks, where applicable, whilst being mindful turning circles, bearing capacity of ground treatments and resilience to heavy vehicle loads.
- Maintenance buildings must avoid drawing unnecessary attention (i.e. understated contemporary design is preferred). Do not 'over-design' these utilitarian buildings.
- Locations of existing maintenance buildings must be identified during design planning to ensure economy and potential consolidation of services, where possible.
- Chemical and fuel stores must be separated.
- Maintenance buildings must make provision for small staff facilities (e.g. lunch rooms, kitchens, lockers, wet areas etc).
- Public amenities may be provided as part of the building, where necessary.

Maintenance buildings that promote safety

- Maintenance buildings must implement CPTED principles by being located close to park edges or along tree lines.
- Maintenance buildings must implement Safety In Design guidelines.

# Maintenance buildings

## Precedents



© Brian Walker Lee  
Elk Valley Tractor Shed, USA by Fieldwork



© Adam Kane  
Macedon House, by Adam Kane Architects



© Battophoto  
Cincinnati Day School, Michael McInturf Architects

# Arbours and Pavilions

Arbours and pavilions provide shelter and shade for spectating, formal and informal events and social gatherings. Their placement should consider both the activation of the Park, and also the proximity to other attractants and facilities. Their size and

form should be determined by adjacent building precedents, whilst ensuring the 'architecture of the moment' theme continues throughout the Park Lands. They can be simple or complex structures, but in every situation, they should be a welcome addition to the Park Lands.

### Outcome

Arbours and pavilions that are functional and safe

### How to achieve this?

- Arbours and pavilions must be located in parks that are actively populated to justify their construction. They may be adjacent to other building types, such as community sports buildings or cafés and restaurants.
- Arbours and pavilions can be located adjacent natural park features that attract people to the area i.e. lakes, rivers, wetlands.
- Arbours and pavilions must be well designed to provide adequate roof coverage and wall cladding for effective shade, shelter and prevention of wind-driven rain penetration.
- Arbours and pavilions must provide integrated seating as part of the structure, and/or landscape and other urban furniture elements on the ground level.
- Arbours and pavilions must implement CPTED principles including passive surveillance and adequate lighting.
- Arbours and pavilions should accommodate smart technology.
- Arbours and pavilions must use materials that complement its context and other structures in the park.
- Locate these structures along the Park Lands Trail, or with thorough consideration of access and transport. Provide furniture from the Park Lands Furniture Suite.

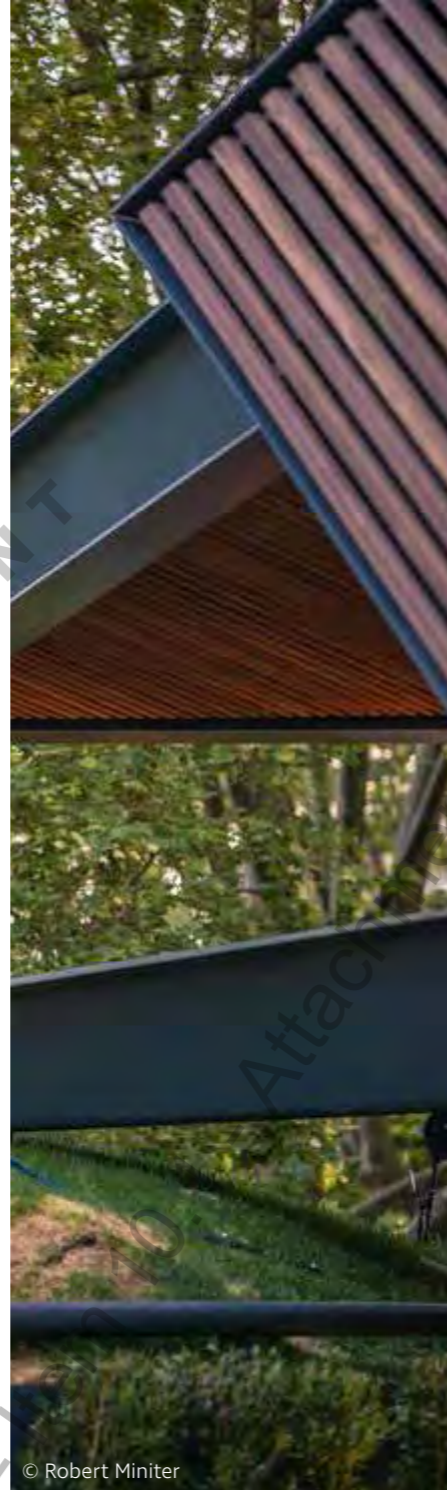


# Arbours and Pavilions

## Precedents



© Simon Whitbread  
Lizard Log, CHROFI



© Robert Minter



© Robert Minter  
MPavilion by Estudio Carme Pinios, Melbourne

# Arbours and Pavilions (continued)

## Precedents



© Simon Whitbread



© Simon Whitbread  
Lizard Log Amenities, CHROFI

## Removable / temporary buildings

Removable or temporary buildings facilitate short-term events or ideas that require appropriate planning and design for successful integration into the Park Lands. They are often pre-fabricated or modulated structures that are delivered to site in

their finished or near-to finished state, and may require hydraulic, mechanical, plumbing, electrical or waste facilities. With this in mind, ensure the proposed location provides easy connection to the services that may be required.

### Outcome

Removable / temporary buildings that are design exemplars

### How to achieve this?

- Removable / temporary buildings that require sanitary waste facilities must be appropriately plumbed.
- Removable / temporary buildings must be strategically sited, preferably at park edges, for the ease of delivery, removal, and truck and crane access if required. If built away from park edges, durable, traffickable, yet permeable path surfaces must be provided.
- Site remediation must be performed after the removal of the removable / temporary building. The site must be returned to its pre-building condition in accordance with these guidelines.
- All power, water and waste connection points must be clearly identified and confirmed during design planning.
- All removable / temporary buildings must employ the same high level site planning and building design considerations and sustainable measures as is required for permanent buildings, as detailed in these Guidelines.



### Recommended reading

"Adelaide Park Lands Events Management Plan 2016-2020" by City of Adelaide

## Removable / temporary buildings

### Precedents



Tree Climb Adelaide

# Image credits

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25 Pirie Street, Adelaide  
Ph 8203 7320

[cityofadelaide.com.au](http://cityofadelaide.com.au)

# Council Membership of the Heritage Promotion Advisory Group

ITEM 12.2.2 14/07/2020  
Council

Strategic Alignment - Dynamic City Culture

**Program Contact:**  
Shanti Ditter, AD Planning,  
Design & Development 8203  
7756

2020/00758

Confidential - s 90(3) (a) unreasonable disclosure of personal affairs

**Approving Officer:**  
Klinton Devenish, Director Place

## EXECUTIVE SUMMARY

On 12 May 2020, Council appointed six (6) external members to the newly established Heritage Promotion Advisory Group (the Group) and approved the amended Terms of Reference for the Group.

This report seeks the appointment of one Council Member, one representative from the National Trust of South Australia and one representative from the History Trust of South Australia to the Group.

This report also seeks approval to amend the Terms of Reference.

Consideration in confidence is sought because disclosure of information in this report prior to a resolution being determined by Council may be of potential harm to the nominee's reputation in the business community.

## RECOMMENDATION

### THAT COUNCIL

1. Appoints a Council Member to the Heritage Promotion Advisory Group.
2. Approves the updated Terms of Reference for the Heritage Promotion Advisory Group as included in Attachment A to Item 12.2.2 on the Agenda for the meeting of the Council held on 14 July 2020.
3. Appoints the following external members to the Heritage Promotion Advisory Group:
  - 3.1. Allison Russell, National Trust of South Australia
  - 3.2. Danielle Cash, History Trust of South Australia.
4. In accordance with Section 91(7) & (9) of the Local Government Act 1999 (SA) and because Item 12.2.2 [Council Membership of Heritage Promotion Advisory Group] listed on the Agenda for the meeting of Council held on 14 April 2020 was received, discussed and considered in confidence pursuant to Section 90(3) (a) of the Local Government Act 1999 (SA), this meeting of the Council do order that:
  - 4.1. The resolution and report become public information and included in the Minutes of the meeting.
  - 4.2. The discussion and the Minutes of this meeting in relation to the matter remain confidential and not available for public inspection until 31 December 2027.
  - 4.3. The confidentiality of the matter be reviewed in December 2021.
  - 4.4. The Chief Executive Officer be delegated the authority to review and revoke all or part of the order herein and directed to present a report containing the Item for which the confidentiality order has been revoked.

## IMPLICATIONS AND FINANCIALS

City of Adelaide 2020-2024 Strategic Plan	<b>Strategic Alignment – Dynamic City Culture</b>  Protection, preservation and promotion of our unique built, natural and cultural heritage is a strong priority in our Strategic Plan.
Policy	Not as a result of this report
Consultation	Not as a result of this report (other than with the appointed members)
Resource	Not as a result of this report
Risk / Legal / Legislative	The Group is established as a CEO Working Group, pursuant to Standing Order 140.
Opportunities	The opportunities that arise relate to engaging with Council's wider heritage, business and tourism community to pursue the heritage agenda.
20/21 Budget Allocation	Not as a result of this report
Proposed 21/22 Budget Allocation	Not as a result of this report
Life of Project, Service, Initiative or (Expectancy of) Asset	The Group is established for an initial term of 2 years, to November 2021.
20/21 Budget Reconsideration (if applicable)	Not as a result of this report
Ongoing Costs (eg maintenance cost)	Not as a result of this report
Other Funding Sources	Not as a result of this report

## GROUNDS AND BASIS FOR CONSIDERATION IN CONFIDENCE

### Grounds

Section 90(3) (a) of the Local Government Act 1999 (SA)

- (a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

### Basis

This Item is confidential as it contains personal information about the nominees for membership of the Heritage Promotion Advisory Group.

Public consideration and discussion may be of potential harm to the nominees' reputation in the business community.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of this information.

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## DISCUSSION

1. On 12 May 2020, Council appointed six (6) external members to the newly established Heritage Promotion Advisory Group and approved an amended Terms of Reference for the Group.
2. This group has been established to assist with the development of a City of Adelaide based heritage promotion strategy and action plan.
3. The purpose of this report is to seek the appointment of a Council Member to the Group, as well as to provide amendments to the Terms of Reference to include a representative of the National Trust of South Australia to complete formation of the Group.
4. At the meeting of Council on 12 May 2020, the Lord Mayor gave an undertaking to contact the National Trust of South Australia to discuss whether the National Trust may also be represented in the Group.
5. After speaking with Dr Darren Peacock, it was recommended the Terms of Reference be further expanded to provide a National Trust Representative on the Group.
6. The following people are suggested as suitable members and would bring valuable knowledge and skills to the Group.
  - 6.1. Allison Russell, National Trust of South Australia.  
Allison Russell is the Director of Assets and Operations for the National Trust of South Australia. Prior to joining the Trust in 2018, she worked for more than a decade for the History Trust of South Australia, including for five years as the Director of South Australia's History Festival, a community festival linking together history and heritage activities state-wide. Allison was awarded a Churchill Fellowship in 2010 to explore museum engagement programs in the UK, and an Asialink Arts Residency in 2018, which took her to the World Heritage listed city of George Town, Malaysia. She coordinated the program for the inaugural Australian Heritage Tourism conference that was held at the Adelaide Town Hall in May 2019.
  - 6.2. Danielle Cash, History Trust of South Australia.  
As Marketing, Communications & Engagement Manager Danielle works on marketing and communications for the History Trust projects and events, as well as for the National Motor Museum, Migration Museum and South Australian Maritime Museum.
7. The Terms of Reference (**Attachment A**) are sought to be further amended so that that the Group will consist of eight (8) members and whose appointment will align with the term of the Group.

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## ATTACHMENTS

**Attachment A** – Updated Terms of Reference

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- END OF REPORT

# Heritage Promotion Advisory Group Terms of Reference

Established by Council – Approved ~~12 May~~ 14 July 2020

## PURPOSE

The Heritage Promotion Advisory Group (the Group) is established under Standing Order 140 as a CEO working group to assist with the development of a City of Adelaide based heritage promotion strategy and action plan. The Group will support the future direction, activities and opportunities to promote and celebrate the City's heritage.

In accordance with Standing Order 141.1, the Group is established for an initial term of ~~2~~two years, to November 2021, and will not be subject to the meeting and/or informal gathering provisions of the *Local Government Act 1999*, pursuant to Standing Order 141.3.

## OPERATION

The Group will aim to lift the profile and visibility of the City of Adelaide's heritage assets and the services it provides:

1. by working with stakeholders to support the creation of new heritage promotional product offerings.
2. by increasing the profile of the promotional activities carried out by Council regarding its heritage assets.
3. through promotional activities, articulating the value of heritage, to encourage investment and activation of heritage places.

## ROLES & RESPONSIBILITIES

The Group will provide reports and advice to the Chief Executive Officer on the following matters:

1. Representing key heritage promotion stakeholder interests in the development of a Heritage Promotion Strategy and Action Plan for the City, following the development of the State Heritage Tourism Strategy and Action Plan.
2. Identifying and advocating for opportunities to promote the City's heritage.
3. Help define and develop the heritage promotion narrative.
4. Collaboration with relevant stakeholders, including Council's Administration, to ensure promotional outcomes are consistent with industry and stakeholder views and expectations.

The Chief Executive Officer will present reports and recommendations of the Advisory Group to the Council for decision, where relevant.

## COMMUNICATIONS

It is expected that members will communicate meeting outcomes and updates back to their respective organisations and networks that they have been appointed to represent where appropriate.



Discussion and information presented at the Group will be treated as confidential if reasonably determined by the Group by consensus or by determination by the Chief Executive Officer.

Meeting outcomes will be reported to Council's Chief Executive Officer.

## MEMBERSHIP

The Group will consist of up to eight members, whose appointment term will align with the term of the Group, unless determined otherwise by the Chief Executive Officer or Council:

- The Lord Mayor (also Chair of the Group)
- One Council Member
- One representative from the South Australian Heritage Council
- One representative from the Tourism industry
- One representative from the Karna community
- One representative from The History Trust of South Australia
- One representative from the National Trust of South Australia
- One representative from the Business community

The Council Member will be appointed to the Advisory Group through resolution of Council.

All other members will be appointed by the Chief Executive Officer on advice from the Lord Mayor.

The Chief Executive Officer, Directors and other [CoA-City of Adelaide](#) employees may attend any meeting as observers and a City of Adelaide administrative resource will be present to provide administrative and advisory support.

Other parties or experts can be invited from time to time to provide specific information or expertise to inform the Group.

## SITTING FEES

Any member of a working group, other than a Council member or an executive or staff member of the Corporation of the City of Adelaide, may be offered a sitting or other fee, as the Chief Executive Officer may determine appropriate. (Standing Order 142).

## MEETINGS

Meetings will be chaired by the Lord Mayor or delegate.

Meetings will be held every eight weeks, or as determined by the Group.

Any recommendations made at a meeting must be made by majority vote.

The quorum necessary for the endorsement of recommendations will be four members. -A meeting may proceed with less than four members present, but no recommendations may be made to the Chief Executive Officer in that case.

Should a meeting proceed without quorum, recommendations may be made to the Chief Executive Officer following the meeting, provided the additional members required to make quorum have provided agreement in writing to any proposed recommendations after having received the same supportive information to inform the recommendation.

Any meeting papers will be distributed to members in a reasonable length of time before a meeting and are to be approved by the Group at its next scheduled meeting.

The Group will be supported by Council staff and accurate records of meetings will be maintained. Minutes will be distributed within a week of each meeting.

Enquiries or agenda suggestions outside of meetings should be directed to Council staff providing executive support to the Group.

A person will cease to be a member of the Group by Chief Executive Officer decision, or following resignation, or following absence for more than 3-three consecutive meetings without notification.

Any member may resign by given written notification to the Chief Executive Officer.

## END OF MEMBERSHIP

### Contact:

For further information contact the Spatial Planning & Heritage Team

City of Adelaide  
25 Pirie Street, Adelaide, SA  
GPO Box 2252 ADELAIDE SA 5001  
+61 8 8203 7241  
r.hutchins@cityofadelaide.com.au

# Review of E-Scooter Permit Decisions

ITEM 12.2.4 14/07/2020  
Council

Strategic Alignment - Enabling Priorities

**Program Contact:**  
Rudi Deco, Manager  
Governance 8203 7442

2020/00191

Confidential - s 90(3) (h) legal advice

**Approving Officer:**  
Clare Mockler, Acting Chief  
Executive Officer

## EXECUTIVE SUMMARY

On 18 December 2019 the City of Adelaide completed an Expression of Interest ('EOI') requesting submissions for obtaining a permit under section 222 of the *Local Government Act 1999* ('the Act') to run a Shared E-scooter Mobility Services business on its public roads. Council received complaints from Lime and Beam requesting a review pursuant to the terms and conditions of the EOI.

External legal advisors on Council's legal provider panel were engaged to consider the EOI process undertaken in the context of the complaints received under the probity provisions of the EOI.

Lime and Beam applied to request a separate review of Council's decisions pursuant to Section 270 of the Act concerning the original decision to award e-scooter permits to Ride and Neuron ("Award Decision") and in relation to Council's response to the first complaints made under the probity provisions of the EOI ("Review Decision").

On 10 March 2020, Council resolved to appoint Kain Lawyers to assist in the conduct of the review of the separate applications from Lime and Beam in accordance with section 270 of the Act.

Kain Lawyers has completed the review and has recommended next steps which should be taken by Council.

The purpose of this report is to submit the findings to the Council to consider the outcome of the review and determine whether to affirm, vary or revoke the reviewed decision in accordance with Council's Corporate Complaints Handling Operating Guideline.

Consideration in confidence is sought because it contains legal advice.

## RECOMMENDATION

### THAT COUNCIL

1. Notes Kain Lawyers' review findings, conclusions and recommendations contained in Attachments A and B to Item 12.2.4 on the Agenda for the meeting of the Council held on 14 July 2020.
2. Endorses and affirms the Award Decision.
3. Endorses and affirms the Review Decision.
4. In accordance with Section 91(7) & (9) of the *Local Government Act 1999* (SA) and because Item 12.2.4 [Review of E-Scooter Permit Decisions] listed on the Agenda for the meeting of the Council held on 14 July 2020 was received, discussed and considered in confidence pursuant to Section 90(3) (h) of the *Local Government Act 1999* (SA), this meeting of the Council do order that:
  - 4.1 The Resolution and Report (excluding Attachment B) become public information and included in the Minutes of the meeting.
  - 4.2 Attachment B and the discussion submitted to this meeting and the Minutes of this meeting in relation to the matter remain confidential and not available for public inspection until 31 December 2027.
  - 4.3 The confidentiality of the matter be reviewed in December 2021.
  - 4.4 The Chief Executive Officer be delegated the authority to review and revoke all or part of the order herein and directed to present a report containing the Item for which the confidentiality order has been revoked.

## IMPLICATIONS AND FINANCIALS

City of Adelaide 2020-2024 Strategic Plan	<b>Strategic Alignment – Enabling Priorities</b> Council will continually improve both our internal governance and the way we do business with others, always working towards maximising community benefit and social equity
Policy	Corporate Complaint Handling Operating Guideline
Consultation	Not as a result of this report
Resource	Allocated within internal resources
Risk / Legal / Legislative	Should the matter be discussed in public it will compromise legal professional privilege. This would be prejudicial to Council's legal position, as confirmed by Kain Lawyers
Opportunities	Not as a result of this report
20/21 Budget Allocation	Not as a result of this report (\$46,110.00 (plus GST) spent in 2019/20 financial year)
Proposed 21/22 Budget Allocation	Not as a result of this report
Life of Project, Service, Initiative or (Expectancy of) Asset	Not as a result of this report
20/21 Budget Reconsideration (if applicable)	Not as a result of this report
Ongoing Costs (eg maintenance cost)	Not as a result of this report
Other Funding Sources	Not as a result of this report

## GROUNDS AND BASIS FOR CONSIDERATION IN CONFIDENCE

### Grounds

Section 90(3) (h) of the *Local Government Act 1999* (SA)

(h) legal advice


### Basis

This Item is confidential as it contains legal advice. The report contained in Attachment B is privileged and confidential. It is produced for the purpose of assisting the Council with its review of the Award Decision and the Review Decision. The report includes the consideration of sensitive matters and legal advice in respect of those matters.

In order to protect the advice contained in this report, we recommend that the Council does not disclose the content of this report to any third party. If the report is disclosed to any third party, the Council will lose privilege in the document and it could be used in legal proceedings against the Council. This is likely to significantly compromise the Council's defence of any claim against it, as confirmed by Kain Lawyers.

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## DISCUSSION

1. On 30 January 2020, Beam applied to request a review per Section 270 of the Act.
2. On 10 February 2020, Lime applied to request a review per Section 270 of the Act.
3. On 10 March 2020, Council in its role as Reviewer determined to engage external legal advice to assist in the conduct of the review and resolved to appoint Kain Lawyers.
4. Kain Lawyers have completed the review in accordance with the agreed scope of work.
5. Kain Lawyers have provided a summary report containing conclusions and recommendations (**Attachment A**).
6. Kain Lawyers reached following conclusions relation to the Award Decision:
  - 6.1. The selection process identified that Ride and Neuron met (and in some cases exceeded) the requirements sought by the Council.
  - 6.2. Each of the complaints in respect of the Award Decision has either not been substantiated or did not constitute a failure to meet the procedural or reasonableness requirements of a decision.
7. Kain Lawyers reached the following conclusions in relation to the Review Decision:
  - 7.1. The statements made in the media by the Deputy Lord Mayor did not influence the decision made by the Chief Executive Officer of the City of Adelaide ('CEO') as decision-maker for the Review Decision.
  - 7.2. The statements made in the media by the Deputy Lord Mayor did not disclose a pre-judgment of the issues by the CEO as decision-maker of the Review Decision.
  - 7.3. The Complaints Guideline did not require the CEO to refer the Review Decision to another person or the Council, as the consideration of the complaints by the CEO was not a s270 Review.
  - 7.4. After reviewing each complaint, and the information obtained during our review, we conclude that the circumstances referred to in each complaint did not result in the Review Decision being unreasonable or improper.
8. 
9. The Council is required to consider the outcome of the review and determine whether to affirm, vary or revoke the review and award decisions. Based on the Kain Lawyers report it's recommended to affirm.

## ATTACHMENTS

**Attachment A** – Report to CoA Conclusions and Recommendations

**Attachment B** – 

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- END OF REPORT -

By email: [m.goldstone@cityofadelaide.com.au](mailto:m.goldstone@cityofadelaide.com.au)

9 June 2020

Chief Executive Officer  
 City of Adelaide  
 Level 8  
 25 Pirie Street  
 ADELAIDE SA 5000

Dear Mr Goldstone

### Review of E-Scooter Permit Decisions

#### 1. Executive Summary

- 1.1 We have conducted a review in accordance with the Complaints Guideline which requires a review under s270 of the Act to include a review of whether the decision was reasonable in the circumstances. This requires a review of whether the decision was reasonable (a review of the merits of the decisions the subject of the application) but not a full re-making of the decision under review.
- 1.2 We have reached the following conclusions relation to the Award Decision:
  - 1.2.1 The selection process identified that Ride and Neuron met (and in some cases exceeded) the requirements sought by the Council.
  - 1.2.2 Each of the complaints in respect of the Award Decision has either not been substantiated or did not constitute a failure to meet the procedural or reasonableness requirements of a decision.
- 1.3 We have reached the following conclusions in relation to the Review Decision:
  - 1.3.1 The statements made in the media by the Deputy Lord Mayor did not influence the decision made by the Chief Executive Officer of the City of Adelaide ('CEO') as decision-maker for the Review Decision.
  - 1.3.2 The statements made in the media by the Deputy Lord Mayor did not disclose a pre-judgment of the issues by the CEO as decision-maker of the Review Decision.

- 1.3.3 The Complaints Guideline did not require the CEO to refer the Review Decision to another person or the Council, as the consideration of the complaints by the CEO was not a s270 Review.
- 1.3.4 After reviewing each complaint, and the information obtained during our review, we conclude that the circumstances referred to in each complaint did not result in the Review Decision being unreasonable or improper.

1.4 We make following recommendations for the Council's consideration:

- 1.4.1 In consideration of the conclusions reached following our review of the Award Decision, we recommend that the Council affirm the Award Decision.
- 1.4.2 In consideration of the conclusions reached following our review of the Review Decision, we recommend that the Council affirm the Review Decision.

## 2. Background

- 2.1 Beam and Lime have both complained about decisions concerning the award of E-Scooter Mobility Services Permit ('**E-scooter Permit**') to Ride and Neuron. The complaints are to be dealt with in accordance with the City of Adelaide's Corporate Complaints Handling Operating Guideline ('**Complaints Guideline**').
- 2.2 By City of Adelaide Council ('**Council**') resolution made on 11 March 2020, Kain Lawyers were appointed, pursuant to the Complaints Guideline to assist the Council to conduct the review of applications from each of Beam and Lime pursuant to s270 of the *Local Government Act 1999* ('**Act**').
- 2.3 The following report sets out our review of the following decisions undertaken in accordance with the Complaints Guideline and pursuant to s270 of the Act:
  - 2.3.1 the decision to award e-scooter permits to Ride and Neuron ('**Award Decision**'); and
  - 2.3.2 the decision that no action was required in response to the First Beam Complaint or the First Lime Complaint ('**Review Decision**')
 (together '**Decisions**').

## 3. Complaints Handling Procedure and Process of Review

- 3.1 The City of Adelaide has developed and implemented the Complaints Guideline in accordance with the Act. The aim of the Complaints Guideline is stated to provide a fair, consistent and structured process for customers if they are dissatisfied with any of the actions, decisions or services and further that lessons learnt from complaint investigations will be used to directly inform service improvements.
- 3.2 The Complaints Guideline addresses the procedure for handling all complaints received by the City of Adelaide. The Complaints Guideline expressly provides that when a complaint cannot be resolved through the Complaint Handling process, a complainant may request a review of a decision of Council, an employee of Council or other persons acting on behalf of the Council, under s270 of the Act. For the avoidance of doubt, we consider that the Complaints Guideline complies with the requirements for internal review as set out in s270 of the Act.



- 3.3 The review was conducted in accordance with the Complaints Guideline and s270 of the Act. The Complaints Guideline establishes a review process which seeks to implement five principles as required by s270 of the Act:
- 3.3.1 Fair Treatment: which requires impartiality, confidentiality and transparency at all stages of the process.
  - 3.3.2 Accessibility: to be accessible there must be broad public awareness about the Council's policies and procedures and a range of contact options.
  - 3.3.3 Responsiveness: this will be achieved by providing sufficient resources, well trained staff and ongoing review and improvement of the Council's systems.
  - 3.3.4 Efficiency: requests and complaints will be resolved as quickly as possible, while ensuring that they are dealt with at a level that reflects their level of complexity.
  - 3.3.5 Integration of different areas of Council where the matter under review overlaps functional responsibilities.
- 3.4 The Complaints Guideline therefore requires a review of the decision to ensure that the decision-maker complied with the following procedural requirements and made the best possible decision in the circumstances including:
- 3.4.1 That the decision-maker was appropriately authorised to make the decision;
  - 3.4.2 The decision maker considered all matters which were relevant to the making of the decision, and did not take into account matters which were not relevant to the decision;
  - 3.4.3 The decision-maker did not make a decision or exercise a power or discretion in bad faith or for an improper purpose;
  - 3.4.4 The decision-maker ensured that findings of fact were based on evidence;
  - 3.4.5 The decision was reasonable (a review will include an assessment of the merits of the decision);
  - 3.4.6 Those affected by the decision were accorded procedural fairness, which includes the principles of natural justice;
  - 3.4.7 The decision-maker properly considered the application of existing policies and legislation, as they existed at the time of the decision; and
  - 3.4.8 The decision-maker did not exercise a discretionary power at the direction of another person.
- 3.5 This review included the following steps:
- 3.5.1 A review of all documentation and information relevant to the decision. We requested all documents and information from the Council and considered each document provided. Each submission or complaint has been considered on its merits but also in the context of the party making the submission and their respective interest in the Decisions being maintained or set aside.

- 3.5.2 A review of all relevant council policies and procedures relied on in making the Decisions.
- 3.5.3 A review of the applicants' submissions, and that of other parties likely to be impacted by the outcome of the review.
- 3.5.4 Interviews with members of the Assessment Panel and the decision-maker.

#### 4. The Award Decision

- 4.1 This review has involved the consideration of the REOI documents and the responding submissions from each of the proponents.
- 4.2 The REOI documents seek relevant and reasonable information to inform the decision for the grant of the permit. Each proponent had the opportunity to consider the information in the REOI and respond to the questions as each considered appropriate and the weighting of those elements reflected their importance to the Council<sup>1</sup>.
- 4.3 In our view, the members of the Assessment Panel were appropriately qualified to undertake the assessment. Each member had his or her own expertise relevant to the assessment of the REOI responses.
- 4.4 In considering all the matters above, the process adopted by the Council and the complaints made by Lime and Beam, our conclusion is that the selection process identified the two proponents which met (and in some cases exceeded) the requirements sought by the Council. This review has established that each of the complaints in respect of the Award Decisions has either not been substantiated or did not constitute a failure to meet the procedural requirements of the decision.

#### 5. The Review Decision

- 5.1 Beam complains that the Review Decision was unreasonable given the concerns it raises with non-compliance with the Complaints Guidelines and the potential influence of comments from the Lord Mayor and Deputy Lord Mayor.
- 5.2 The CEO was not required to refer the Review Decision to another decision-maker pursuant to the Complaints Guideline and it did not affect the process undertaken. Further, s2.4.9 of the REOI terms provides that a complaint be addressed to the CEO if it relates to the conduct of the procurement team.
- 5.3 The nature of the complaints received from Beam and Lime related to the conduct of the process by which the Assessment Panel undertook the evaluation of the proponents. The effect is that the CEO, as decision-maker considering complaints in respect the Award Decision was considering the conduct of other persons rather than his own conduct.
- 5.4 The CEO in making the Review Decision ensured he obtained all relevant information in respect of the matters the subject of the complaints. He also sought and obtained both governance and legal advice in respect of the complaints and his obligations when considering them.

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<sup>1</sup> The weighting was not communicated to the proponents

- 5.5 The CEO as decision-maker was not influenced by the public comments made by the Deputy Lord Mayor, the Lord Mayor or any other Council member.
- 5.6 Taking into account the matters considered in this review and the findings of this report, the Review Decision was reasonable.

6. **Conclusion and Recommendation**

- 6.1 After reviewing each complaint, and the information obtained during our review, we conclude that the circumstances referred to in each complaint did not result in either the Award Decision or the Review Decision being unreasonable or improper.
- 6.2 Our review has not identified anything contrary to the overarching principles which councils are required to observe as set out in s8 of the Act.
- 6.3 In consideration of the conclusions we have reached in our review of the Award Decision, we recommend that the Council affirm the Award Decision.
- 6.4 In consideration of the conclusions we have reached in our review of the Review Decision, we recommend that the Council affirm the Review Decision.

We welcome the opportunity to discuss the above advice and our recommendations.

Yours faithfully



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## North Adelaide

ITEM 15.1 14/07/2020

Council

**Council Member**  
Councillor Moran

2019/02431  
Public

**Contact Officer:**  
Clare Mockler, Acting Chief  
Executive Officer

## QUESTION ON NOTICE

**Councillor Moran will ask the following Question on Notice:**

'In repeated attacks during this term of Council, Deputy Lord Mayor Councillor Alexander Hyde has asserted that the COA has been dominated to its detriment by North Adelaide and as a matter of principle funding should be diverted from North Adelaide to other parts of the City.

Could the Lord Mayor explain why she allows her Deputy to make such statements and does she share her Deputy's opinions and how she intends to ensure that North Adelaide is treated equitably and fairly for the remainder of her term?'

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## REPLY

1. All Council Members are responsible for their own public comments
2. Section 22 of Council's Standing Orders prescribes how Council Members should deal with the Media
3. Through the annual Business Plan and Budget process, Council allocates funding for projects and priorities across the City of Adelaide (including North Adelaide)

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- END OF REPORT -

## Position of DLM

**ITEM 15.2** 14/07/2020  
**Council**

**Council Member**  
Councillor Moran

2018/04053  
Public

**Contact Officer:**  
Clare Mockler, Acting Chief  
Executive Officer

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## QUESTION ON NOTICE

**Councillor Moran will ask the following Question on Notice:**

'Can administration please provide advice as to when the Deputy Lord Mayor position will be vacant and available for nominations to be put forward?'

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## REPLY

1. The term of appointment for the current Deputy Lord Mayor is from 1 December 2019 until 30 November 2020.
2. An appointment to the position of Deputy Lord Mayor from 1 December 2020 will likely be made at the Council meeting in November 2020.
3. Nominations for the position can be put forward at the Council meeting when the appointment is made in November 2020 and in accordance with the Standing Orders, expressions of interest will be sought 10 days prior to the meeting date.

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- END OF REPORT -

## 2020-21 Budget

ITEM 15.3 14/07/2020

Council

**Council Member**  
Councillor Martin

2019/02431  
Public

**Contact Officer:**  
Clare Mockler, Acting Chief  
Executive Officer

## QUESTION ON NOTICE

**Councillor Martin will ask the following Question on Notice:**

'At a Special Council Meeting on June 30th the elected body approved for public consultation a budget document for the year 20/21 which between pages 56 and 59 inclusive detailed the Major Projects, New and Significant Upgrades and Renewals and Essential Works to be undertaken in the City of Adelaide.

To assist the ratepayers of North Adelaide to provide comment, could the Administration advise, excluding the Jeffcott Street upgrade which was approved by the previous Council, which new initiatives are scheduled for North Adelaide, what is the approximate expenditure allocated to each of those initiatives and what is that total amount as a percentage of Council's expenditure in the rest of the City of Adelaide?'

## REPLY

1. The draft 2020-21 Business Plan and Budget incorporates \$11.1m of new capital works funded by Council including \$10.3m Infrastructure Renewals, \$656,000 of infrastructure enhancements, and \$200,000 for Moonta Street (Major Project).
2. The \$11.1m of infrastructure renewal works were assessed and prioritised on a risk based approach or where there was alignment to other capital works.
  - 2.1. The largest component of the works program is transport infrastructure at \$4.2m of which North Adelaide has received \$1.5m (37%) of the program for renewals for Prospect Road between Fitzroy Terrace and O'Connell Street \$1.2m and Main North Road between Robe Terrace and O'Connell Street \$378,000.
  - 2.2. Other renewals in North Adelaide include the Montefiore Hill Balustrade and Colonel Light Statue \$80,000, Newlands Lane Lighting \$64,000, and design for renewals in Brougham Place \$7,100.
  - 2.3. Combined, these projects represent 16% of the total renewal program.
3. The \$656,000 for infrastructure enhancements include \$6,000 for investigations and design for Stormwater on Kingston Terrace.
4. The total allocation for North Adelaide is \$1,542,000 which represents 14% of the \$11.1m allocated for new works funded by the Council.
5. Other works that are continuing in North Adelaide include Jeffcott Street Stage 2 \$2.0m, Upgrades to Denise Norton Park / Pardipardinyilla (Park 2) East through State Government Funding of \$1.7m, Renewals in Brougham Place \$514,000, and Public Conveniences for Park 27b \$300,000. Sussex street between Jerningham Street and West Pallant Street, will also be resurfacing under local road and community infrastructure grant \$33k. These projects total \$4.5m.

- END OF REPORT -

## Standing Orders

**ITEM 15.4** 14/07/2020

**Council**

**Council Member**  
Councillor Martin

2018/04066  
Public

**Contact Officer:**  
Clare Mockler, Acting Chief  
Executive Officer

## QUESTION ON NOTICE

**Councillor Martin will ask the following Question on Notice:**

'During recent Council meetings conducted by Zoom, the Lord Mayor has allowed members of the Administration and elected members to interrupt speakers at her discretion.

In the Special Council Meeting of June 30th 2020 the Lord Mayor interrupted Councillor Moran who objected to that interruption and was told by the Lord Mayor, in the following words, "I'm the presiding member and I'll interject whenever I want".

Could the Administration advise which precise words in the City of Adelaide Standing Orders or the Local Government Act accord the authority to the Lord Mayor to interject whenever she wants or to open the microphone of others in Zoom meetings to allow them to interject and under what circumstances are such interjections authorised?'

## REPLY

1. Section 21 (b) (ii) of the *City of Adelaide Act 1998* states that as the principal member of the Council the Lord Mayor is to preside at meetings of the Council. As presiding member, the Lord Mayor may need to interject for various reasons including to ensure discussion remains relevant to the motion being considered, to advise member speaking time has elapsed, behaviour warning etc.
2. Standing Order 20 states that the Chief Executive Officer or delegate can interrupt a Council or committee meeting to provide clarity or rectify information.
3. To enable an appropriate interruption from the Chief Executive Officer (or delegate) or a Council it is necessary to unmute that person's microphone.

- END OF REPORT -

## E Scooters

**ITEM 15.5** 14/07/2020  
**Council**

**Council Member**  
Councillor Martin

2019/00551  
Public

**Contact Officer:**  
Clare Mockler, Deputy CEO &  
Director Culture

## QUESTION ON NOTICE

**Councillor Martin will ask the following Question on Notice:**

'Given that the City of Adelaide last month announced it had begun re-issuing E Scooter permits, could Council be advised:

1. If the City Council has any system in place to record the number of scooter rider or associated pedestrian injuries.
2. If the City Council has been advised of any injuries to riders or pedestrians from scooters during the period in which they have been licensed to operate in the City and what are the statistics.
3. What Australian or International standard the City of Adelaide uses to gauge the safety of scooters during the licensing process.
4. If the answer to 3 is there is no standard, will the Council investigate introducing such standards.
5. If the Council will consider taking action against any scooter operator who did not disclose safety issues or who hid such issues.
6. If the Lord Mayor is personally concerned in any way about the safety of users of scooters or of pedestrians in the City of Adelaide in light of the adverse finding by the ACCC?'

## REPLY

1. We keep records of all incidents reported to Council that involve e-scooter users in the City of Adelaide.
2. Seven incidents resulting in injuries have been reported to the City of Adelaide between March 2019 and July 2020, over which timeframe approximately 500,000 trips were recorded. The reported incidents include 3 serious injuries, 3 minor injuries and 1 injury to an animal. The recorded incidents rely on people involved self-reporting to SAPOL, Council, or to the operators.
3. There are no National or International safety standards for e-scooters at this time.
4. We have worked closely with SAPOL, the Department of Planning, Transport and Infrastructure and the e-scooter operators to promote safety messaging and encourage safe rider behaviour. The City of Adelaide has recorded low levels of incidents involving e-scooter users during our trial period in comparison to other National and International e-scooter programs.
5. As part of Council's ongoing commitment to work with the DPTI and Minister for Transport's Office, we will be undertaking a detailed analysis of our e-scooter program, including crash data analysis, to inform the next steps of the Minister's Approval to allow a trial of e-scooters, which currently extends to 31 October 2020. DPTI may then use this information to inform future vehicle safety standards for e-scooter devices.



6. Each e-scooter permit contains a condition that operators must disclose to Council all known injury crashes involving e-scooter users. Administration is not aware of any crashes that have not been disclosed to Council and therefore have not investigated any breaches of permit conditions of this nature. Should council become aware of any permit conditions not being met, the matter will be investigated, and appropriate, proportionate action will be taken if required.
7. The ACCC's findings were specific to the operator Lime and their failure to disclose relevant information and address a known safety issue with their Gen 2 e-scooter product. Lime was not successful in obtaining a permit to operate in the City of Adelaide, and the ACCC did not make any findings relating to the Councils two current operators, Ride and Neuron, or their e-scooter products. Any future consideration to permit Lime to operate in the City of Adelaide would be contingent on Lime demonstrating to Council that it has addressed the findings and conditions specified by the ACCC.

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- END OF REPORT -

## Festival and Fringe Sponsorship

**ITEM 15.6** 14/07/2020  
**Council**

**Council Member**  
Councillor Martin

2020/01167  
Public

**Contact Officer:**  
Clare Mockler, Acting Chief  
Executive Officer

## QUESTION ON NOTICE

**Councillor Martin will ask the following Question on Notice:**

'During the Special Council Meeting of June 30<sup>th</sup>, the Administration interjected during the meeting to assert it was incorrect to suggest that Council had not indexed funding allocated to the Adelaide Festival and to the Adelaide Fringe.

Could the Administration advise what are the dollars amounts allocated to the Adelaide Festival and to Adelaide Fringe respectively for each of the years in the current three year funding agreement?'

## REPLY

1. As advised in response to the Motion on Notice on 10 March 2020 regarding funding dollars allocated to the Adelaide Festival and Adelaide Fringe, we can confirm that Council, at its meeting on 25 June 2019 approved three-year funding for:
  - 1.1. Adelaide Festival of \$320,000 each year for 2019/20, 2020/21 and 2021/22; and
  - 1.2. Adelaide Fringe of \$280,000 each year for 2019/20, 2020/21 and 2021/22.
2. In addition, both events receive significant additional in-kind support as well as investment in individual elements of their events from time to time.
3. The Events and Festivals Sponsorship Program total budget is indexed to CPI annually which enables additional events to be funded over time.

- END OF REPORT -

## Public Consultations

**ITEM 15.7** 14/07/2020  
**Council**

**Council Member**  
Councillor Martin

2019/00951  
Public

**Contact Officer:**  
Klinton Devenish, Director  
Place

## QUESTION ON NOTICE

**Councillor Martin will ask the following Question on Notice:**

'Could the Administration confirm that it did not provide unexpurgated responses such as emails and letters with the published results of the consultation on the Park Lands Building Guidelines?

If it did not publish such information, could the Administration advise further;

1. If the failure to publish original responses was an omission or a new policy?
2. If it is a new policy position, what action does the elected body need to take for Council to revert to the previous and longstanding regimen?.'

## REPLY

1. There is no change to the policy.
2. Attachment A to the Adelaide Park Lands Buildings Guidelines report provides a detailed summary of the engagement feedback which was documented through the Yoursay Adelaide Website as well as the targeted focus group and community groups.
3. Feedback is provided in a format suitable to the consultation undertaken which may or may not include unexpurgated correspondence.
4. There was feedback provided separately to the Yoursay website which was not included in detail to the report due to its size (57 pages); however, it is referenced in item 7.4 of the report: "One of these resident group submissions was received outside of the YSA portal. Administration has met with this respondent individually to distil the pertinent points of their detailed submission specifically related to the draft Guidelines".

- END OF REPORT -

# Automated Pedestrian Crossings

ITEM 15.8 14/07/2020

Council

**Council Member**  
Councillor Simms

**Contact Officer**  
Klinton Devenish, Director  
Place:

Public

## QUESTION ON NOTICE

**Councillor Simms will ask the following Question on Notice:**

1. Will administration move to initiate automated pedestrian crossings if there is an outbreak of coronavirus in Adelaide?
2. What is the status of the 'review of traffic signal cycles with DPTI to optimise the movement of people' initiated at the last Council meeting?
3. What input will Council members have into the review?

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## REPLY

1. The operation of traffic signals within the City of Adelaide was altered on 23 March 2020 to operate automatically and not requiring pedestrians to push the button to activate the pedestrian phase in response to COVID-19.
2. Following the decision of Council on 9 June 2020, Traffic signals were returned to pre-COVID-19 signal operation on 18 June 2020. If there is an outbreak of COVID-19 in Adelaide, Administration will seek the advice and recommendations of Council's Incident Management Team (CIMT) whether to reinstate the automated pedestrian crossings as a means of reducing the risk of the spread of COVID-19 infection.
3. Preliminary discussions have been held with DPTI regarding Council's decision of 9 June 2020 to "Undertake a review of traffic signal cycles with DPTI to optimise for the movement of people and remove the inherent bias against car movement in the City." The Administration is currently undertaking data collection and analysis to assist with the review.
4. A report detailing the findings and recommendations of the traffic signal review will be presented to Council in late 2020. Any changes to operation of traffic signals resulting from the review will be subject to Council approval.

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- END OF REPORT -

# Strata Committees Managing Properties in the CBD

ITEM 15.9 14/07/2020  
Council

**Council Member**  
Councillor Simms

2019/00551  
Public

**Contact Officer**  
Clare Mockler, Deputy CEO &  
Director Culture:

## QUESTION ON NOTICE

**Councillor Simms will ask the following Question on Notice:**

'Can administration please advise on information available to strata committees managing high-rise apartments in the CBD, to prevent the risk of transmission of COVID-19?'

## REPLY

1. All South Australians, including strata committees, are encouraged to do their part to keep South Australians safe from COVID-19.
2. SA Health is the lead health authority managing South Australia's response to COVID-19. They are currently undertaking three key public health campaigns (all available on their website – [www.sahealth.sa.gov.au](http://www.sahealth.sa.gov.au)) which strata committees may help share:
  - 2.1 Stop the Spread
  - 2.2 Social/Physical Distancing
  - 2.3 Stop the Flu before it stops you
3. The Strata Community Association is the peak body in Australia and New Zealand for Industry Managers, Lot Owners, Tenants and Stakeholders living in or affected by Strata Title, Body Corporate, Community Title and Owners Corporations (<https://www.strata.community/>). They have two documents available on their website to assist strata committees, namely "COVID-19 Impact on Residential Buildings and Defining Essential Services" and "COVID-19 Best Practice Guidelines".
4. Strata Committees may also consider reviewing the Federal Government Department of Health fact sheet for [environmental cleaning](#) to help keep their buildings as clean and safe as possible. The fact sheet can be sourced via [www.health.gov.au](http://www.health.gov.au).

- END OF REPORT -

## Individual Council Member Speaking Time

**ITEM 15.10** 14/07/2020  
**Council**

**Council Member**  
Deputy Lord Mayor (Councillor Hyde)

2018/04071  
Public

**Contact Officer**  
Clare Mockler, Acting Chief Executive Officer

## QUESTION ON NOTICE

**Deputy Lord Mayor (Councillor Hyde) will ask the following Question on Notice:**

'Can the Administration please advise the cumulative speaking time of each individual member at the most recent scheduled meeting of council, including total time spent speaking to motions, raising points of order and clarification, asking questions, interjecting, or any other speeches?'

---

## REPLY

1. In replying to this question, we have taken the 'most recent scheduled meeting of council' as being the last ordinary meeting held on 9 June 2020.
2. To determine the cumulative speaking time a review of the recording made of the 9 June 2020 Council Meeting will need to be undertaken.
3. We are currently working on collating this information and it will be distributed to all Council Members as soon as it is available and before the next ordinary meeting of Council on 11 August 2020.

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- END OF REPORT -

## Consideration of use of Council meeting time

**ITEM 15.11** 14/07/2020  
**Council**

**Council Member**  
Deputy Lord Mayor (Councillor Hyde)

2018/04071  
Public

**Contact Officer**  
Clare Mockler, Acting Chief Executive Officer:

## QUESTION ON NOTICE

**Deputy Lord Mayor (Councillor Hyde) will ask the following Question on Notice:**

'For the meeting of 9 June 2020, can the administration please advise the total time spent on the consideration of unsuccessful motions? Can the administration please also advise the cumulative time spent on questioning staff and separately, on dealing with interjections and points of order?'

---

## REPLY

1. To determine the time spent on the consideration of unsuccessful motions, questioning of staff, dealing with interjections and points of order, a review of the recording made of the 9 June Council meeting will need to be undertaken.
2. We are currently working on collating this information and it will be distributed to all Council Members as soon as it is available and before the next ordinary meeting of Council on 11 August 2020.

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- END OF REPORT -

Hong Kong

ITEM 17.3 14/07/2020

Council

Council Member  
Councillor Martin2019/01923  
PublicContact Officer:  
Ian Hill, Director Growth

## MOTION ON NOTICE

**Councillor Martin will move a motion and seek a seconder for the matter shown below to facilitate consideration by the Council:**

'That Council:

Noting the introduction by China of new laws aimed at stifling demonstrations in Hong Kong, including bans on the display of flags and banners and the chanting of slogans, together with the formal operation of Chinese Government security agencies in Hong Kong and the extradition of Hong Kong citizens to mainland China to face trials;

1. Requests the Lord Mayor writes to the Chinese Consul in Adelaide and to the Mayor of Adelaide's Sister City Qingdao, expressing the City of Adelaide's deep concern about the Chinese Government's recent authoritarian curbs on democratic freedoms in Hong Kong.
2. Asks the Administration to prepare a report for the August meeting of Council on the most effective means, cost and funding sources of a social and traditional media campaign to invite Hong Kong residents contemplating leaving to consider the benefits of relocating their families and businesses to the City of Adelaide.'

## ADMINISTRATION COMMENT

1. If Council requests, letters can be prepared by the Lord Mayor to the Chinese Consul in Adelaide and the Mayor of Qingdao regarding democratic freedoms in Hong Kong, however administration suggests advice be sought from appropriate Federal and State Government agencies as ultimately Australia's International Relations Policy is set at a national level.
2. The Federal Government has already announced a range of new visa arrangements that will be introduced for students, temporary graduates and skilled workers from Hong Kong who want to live, work and study in Australia. The joint press release from the Honourable Scott Morrison MP, Prime Minister and the Honourable Alan Trudge MP, Acting Minister for Immigration, Citizenship, Migrant Services and Multicultural Affairs, outlining the new Visa arrangements for Hong Kong passport holders can be found [here](#).
3. Administration is currently ascertaining more details on measures being developed by the Federal Government through relevant Government agencies.

- END OF REPORT -



# Review of Council Strategic Plan

**ITEM 17.6** 14/07/2020  
**Council**

**Council Member**  
Councillor Mackie

2019/00551  
Public

**Contact Officer:**  
Clare Mockler, Deputy CEO &  
Director Culture

## MOTION ON NOTICE

**Councillor Mackie will move a motion and seek a seconder for the matter shown below to facilitate consideration by the Council:**

'That Council:

Having regard for the global recession and its projected impacts on the City of Adelaide's revenues and strategic objectives, as a priority, commence an immediate review of our current strategic plan, as recently approved prior to the COVID-19 pandemic. The review should consider impacts and consequences for the City of Adelaide's priorities and budget setting.'

## ADMINISTRATION COMMENT

1. The events that have occurred since the development of the 2020-24 Strategic plan will require us to change how we deliver the key outcomes and respond to the associated challenges.
2. This began with the development of the draft 2020-21 Business Plan & Budget in which Council has prioritised objectives and actions and set a target of a \$20M reduction in operating expenditure.
3. We are currently building a framework to deliver the \$20M in the context of Council's Strategic Plan outcomes, the local government services we deliver and our Capital City responsibilities. We will share this with Council at the Informal Gathering on 18 July and commence the discussion on prioritising service levels and strategic plan priorities.
4. To assist with the challenges that come from implementing a multi-year strategic plan, it is anticipated that a two-year detailed delivery plan be used to compliment the annual Business Plan and Budget process. The delivery plan will provide opportunity to review and prioritise actions in recognition of the changing needs of the community and the economy. This would be on top of the opportunity to prioritise actions and associated budgets annually in response to any changing market conditions such as COVID 19.

- END OF REPORT -

## Small Hospitality Providers

ITEM 17.7 14/07/2020  
Council

Council Member  
Councillor Khera

2020/01167  
Public

Contact Officer:  
Clare Mockler, Deputy CEO &  
Director Culture

## MOTION ON NOTICE

**Councillor Khera will move a motion and seek a seconder for the matter shown below to facilitate consideration by the Council:**

'That Council:

Requests Administration, through the Recovery and Re-imagine Project, continue to work with the State Government, Liquor Licensing Commissioner and SAPOL to identify any barriers or challenges facing small hospitality providers as they re-open, such as safety, security and related challenges, and with appropriate engagement with businesses, provide support through advice or funding as appropriate/relevant.'

## ADMINISTRATION COMMENT

1. Through the Recovery and Re-imagine Project, proactive outcomes to support hospitality businesses in safe and socially distanced ways have already been achieved through collaboration between Council, State Government and the Liquor Licensing Commissioner. This motion will further support the joint work being undertaken in this space.
2. Engagement with business stakeholders through precinct groups and other forums will continue to identify further challenges and initiatives to address them.
3. Council will continue to provide support to businesses as required.
4. For example, security costs have recently been raised by small businesses as a concern. In areas where multiple small bars operate in the same vicinity, there is potential to work collaboratively with the same security operator to manage the vicinities, reducing external security staff and therefore reducing costs. Following support of the motion, this will be investigated further.
5. The 'Winter Weekends' initiative will commence Friday 31 July. 'Winter Weekends' will provide a promenade footpath experience on Friday and Saturday evenings, from 5:30pm till 11:00pm, every weekend from 31 July to end of August. City main streets and laneways will feature Fire pits, music and roving performances in Hutt St, Vardon Ave, Melbourne St, O'Connell St, Gilbert Place and Leigh Street.
6. As a part of 'Winter Weekends', professional security will monitor be positioned at event sites throughout the city in the East End, West End and North Adelaide.

- END OF REPORT -

# Revoke the Decision of 12 December 2017 – On-Street Parking Policy

**ITEM 17.8** 14/07/2020  
**Council**

**Council Member**  
Deputy Lord Mayor  
(Councillor Hyde)

**Contact Officer:**  
Clare Mockler, Acting Chief  
Executive Officer

2019/00551

Public

## MOTION ON NOTICE

**Deputy Lord Mayor (Councillor Hyde) will move a motion and seek a seconder for the matter shown below to facilitate consideration by the Council:**

'That part 4. of the decision of Council on **12/12/2017** in relation to outstanding expiation and reminder fees, namely:

**THAT COUNCIL:**

1. Adopts the revised On-Street Parking Policy (the Policy) as at Attachment A to Item 12.2 on the Agenda for the meeting of the Council held on 12 December 2017.
2. Approves a two week delay in posting reminder notices as outlined in Attachment B to Item 12.2 on the Agenda for the meeting of the Council held on 12 December 2017.
3. Approves the option for Parking and Information Officers to issue warnings for BLUE category offences as outlined at Attachment C to Item 12.2 on the Agenda for the meeting of the Council held on 12 December 2017.
4. **Approves the option of advising customers of outstanding expiations prior to the Reminder Notice being issued and additional Reminder fees being added to the total amount outstanding as outlined in Attachment D on the agenda for the meeting of the Council held on 12 December 2017.**
5. Notes that Smart Parking data and insights will help inform any further modifications to the On-Street Parking approach and that following the technology implementation, Administration will provide Council with regular updates and bring recommendations to Council for consideration if and when appropriate.
6. Notes that following a request from Council to reduce expiation fees, the Minister for Transport and Infrastructure has introduced a Bill to the House of Assembly on 15 November 2017 to allow local Councils to set their own expiation fees for certain offence types prescribed by the Regulations and that should this Bill pass through Parliament, Administration will bring a report to Council for consideration.

**be revoked.'**

## ADMINISTRATION COMMENT

1. At the 12 December 2017 meeting, Council considered a number of options with a view to reducing the impact of Expiation Notices for our customers. The complete Council Report and Decision is available here: (Link 1 view [here](#)). The Expiation Approach options which were presented included:
  - a. Option One (1) – Delay posting Reminder Notices
  - b. Option Two (2) - Warning Notices for BLUE Offences

- c. Option Three (3) – Courtesy reminder letter before additional fees added
  - d. Option Four (4) – Warnings for PURPLE and BLUE offences
2. Council approved Options One, Two and Three.
  3. An update of the effect of the Courtesy Letter since its introduction was presented to Council at its meeting 10th March 2020, in response to a Question on Notice from the Deputy Lord Mayor.
  4. When Expiation Notices are issued, they are attached to the windscreen of an illegally parked vehicle. The Legislation provides a 28-day period for customers to make payment of the original Expiation Fee. The Due Date for payment of the Fee is stated on the Expiation Notice. If payment is not received following the Due Date, CoA is required to contact the State Government (DPTI) to obtain vehicle owner and address details. This process attracts a 'Search Fee' which CoA is required to pay for each Search. A Reminder Notice, which includes the Reminder Fee (previously \$65.00 and \$66.00 as of 1st July 2020) and the Search Fee (currently \$10.00), is then posted to the owner of the vehicle.
  5. The introduction of the Courtesy Letter following the Council Decision on 12 December 2017 allows for an additional Notice (Letter) to be posted to customers who have not made payment by the initial Due Date (28 day period) and provides an additional 2 weeks to make payment prior to any additional Fees being incurred.
  6. In order to post the Courtesy Letter, CoA must incur the Search Fee to obtain vehicle owner and address details. In accordance with the *Expiation of Offences Act 1996* this Fee cannot be passed onto the customer until the Reminder Notice is issued. The cost of unrecouped fees as a result of the Courtesy Letter for 2019/20 is \$184,680, as at 30 June 2020.
  7. Additional financial impacts resulting from the Courtesy Letter include foregone revenue from Reminder Fees, which during 2019/20 include (as at 26 June 2020):

Number of Annual Courtesy Letters posted	39,744
Unrecouped Vehicle fees	\$184,680
Postage	\$65,000
Notice printing	\$3,200
Notice Administration (staff time)	\$6,400
Total Expenses	\$259,280
Foregone fee revenue	\$1,225,120
TOTAL	\$1,484,400

8. The total revenue impact to Council of the Courtesy Letter is approximately \$2.4m since 1 July 2018.
9. Since its introduction, 87,582 Courtesy Letters have been issued and an additional 12% of expiations have been paid without incurring Reminder Fees, however, the Courtesy Letter has not increased the number of people overall who pay their expiations.
10. If Council revokes Part 4 of the decision on 12/12/2017 in relation to the Courtesy Letter, we will:
  - a. amend current processes to cease issuing Courtesy Letters from 1 September 2020.
  - b. delay issuing Reminder Notices by 2 weeks when payment is not made by the initial Due Date (28 day period) as advised on the original Expiation Notice from 1 September 2020.

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- END OF REPORT -