



THE COMMITTEE MINUTES

for the meeting

Tuesday 16 February 2021

in the Colonel Light Room
Adelaide Town Hall



Present - The Right Honourable the Lord Mayor, Sandy Verschoor.

Deputy Lord Mayor, Councillor Couros (Chair).

Councillors Abrahamzadeh, Hou, Hyde, Khera, Knoll, Mackie, Martin, Moran and Simms (Deputy Chair).

Acknowledgement of Country

At the opening of the Committee Meeting, the Chair stated:

'Council acknowledges that we are meeting on traditional Country of the Kaurna 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 Kaurna people living today.

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

Apologies and Leave of Absence

Apology:

Councillor Donovan

Confirmation of Minutes – 2/2/2021 [TC]

That the Minutes of the meeting of The Committee held on 2 February, be taken as read and be confirmed as an accurate record of proceedings.

Discussion Forum Items

Presentations

Strategic Alignment – Strong Economies

1. Item 4.1 - Presentation – West Franklin Stage 2 – Presentation of updated scheme [TC]

Tom McCready, Acting Director City Shaping, advised the meeting that Item 4.1 had been withdrawn and would be re-presented at a future date.

During the discussion, the Lord Mayor left the Colonel Light Room at 5.32 pm and re-entered at 5.34 pm

Strategic Alignment – Enabling Priorities

2. Item 4.2 - Presentation - Data and Insights Business and Resident Survey [2018/04518] [TC]

Discussion facilitators:

Megan Fink, Senior Insights Advisor, City of Adelaide
Matt Hulmes, Manager Strategy & Insights, City of Adelaide
Clare Mockler, Acting CEO, City of Adelaide

Precis of topic

Utilising the PowerPoint presentation within the Agenda, The Committee was provided with the findings of the 2020 Resident Survey and the 2020 Business Survey as context for the build of the 2021/2022 Business Plan and Budget.

During the presentation:

- Councillor Abrahamzadeh entered the Colonel Light Room at 5.42 pm
- Councillor Khera entered the Colonel Light Room at 5.43 pm
- Councillor Hyde left the Colonel Light Room at 5.59 pm and re-entered at 6.03 pm
- The Lord Mayor left the Colonel Light Room at 6.04 pm

Workshops

Strategic Alignment – Enabling Priorities

3. Item 4.3 - Workshop – Review of the Adelaide Central Market Authority (ACMA) Charter [2016/03926] [TC]

Discussion facilitators:

Clare Mockler, Acting CEO, City of Adelaide
 Ian Hill, Managing Director, AEDA
 Tom McCready, Acting Director City Shaping, City of Adelaide
 Theo Maras, Chair, Adelaide Central Market Authority
 Mark Booth, BRM

Precis of topic

Utilising the PowerPoint presentation within the Agenda, The Committee was provided with information around the review of the Adelaide Central Market Authority Charter, including suggested changes tabled by ACMA and provided feedback.

During the discussion:

- The Lord Mayor re-entered the Colonel Light Room at 6.05 pm
- Councillor Simms left the Colonel Light Room at 6.25 pm and re-entered at 6.27 pm
- Councillor Khera left the Colonel Light Room at 6.41 pm

Acting CEO Undertaking

In response to queries from Committee Members, the Acting CEO gave the following undertakings:

- To provide Committee Members with information around financial modelling and the cost ACMA pays for use of the U-Park licence.

The document tabled by ACMA is attached for reference at the conclusion of the Minutes of this meeting.

4. Item 4.4 - Workshop - Unsolicited Proposals Guideline [2019/00350] [TC]

Discussion facilitators:

Clare Mockler, Acting CEO, City of Adelaide
 Brett Kahland, Advisor Legal Governance, City of Adelaide

Precis of topic

Utilising the PowerPoint presentation within the Agenda, The Committee was provided with an opportunity to provide feedback to inform the review of the Unsolicited Proposals Guideline.

During the discussion:

- Councillor Khera re-entered the Colonel Light Room at 6.43 pm
- Councillor Hyde left the Colonel Light Room at 7.06 pm and re-entered at 7.15 pm
- Councillors Moran and Mackie left the meeting at 7.19 pm

Acting CEO Undertaking

In response queries from Councillor Simms, the Acting CEO gave an undertaking to provide Committee Members with information around how the Crows proposal satisfied the 'uniqueness' requirement of the Unsolicited Proposals Guideline.

Strategic Alignment – Strong Economies

5. Item 4.5 - Workshop - Main Streets Action Plans [2020/00876] [TC]

Discussion facilitators:

Clare Mockler, Acting CEO, City of Adelaide
 Christie Anthoney, Associate Director City Culture, City of Adelaide
 Noni Williams, Manager City Experience, City of Adelaide

Precis of topic

Utilising a PowerPoint presentation, The Committee was provided with an opportunity to provide feedback on the Main Streets Action Plans Next Steps and Key Priorities and asked for inclusions to the Place Model Approach.

During the discussion, Councillor Simms left the meeting at 7.33 pm

The PowerPoint presentation utilised is attached for reference at the conclusion of the Minutes of this meeting.

Closure

The meeting closed at 7.47 pm.

Deputy Lord Mayor, Councillor Couros
The Committee Chair

Documents attached:

Minute 3 – Item 4.3 – Adelaide Central Market Authority (ACMA) suggested changes, Tabled

Minute 5 – Item 4.5 - Main Streets Action Plans, PowerPoint Presentation

Guiding Principals

ACMA Foundational Documents

That Council:

1. Requests the Council Administration modernize and finalise all of the redrafted foundational documents for the governance of the Adelaide Central Market Authority in a comprehensive manner, in order to prepare for the imminent construction, completion, and integration of the Adelaide Central Market Arcade into the existing Market.
2. Resolves that all of the relevant documents should be modernised and updated simultaneously, and that all documents should be approved at the same time, including:
 - a. The Adelaide Central Market Authority Charter
 - b. The Operating Agreement and Roles and Responsibilities for the Adelaide Central Market and the Arcade redevelopment respectively
 - c. The Head Lease for the Adelaide Central Market
 - d. The Community Land Management Plan covering the Adelaide Central Market and the Adelaide Central Market Arcade
3. Requests that the following principles will underpin the redrafting of the new foundational documents:
 - a. 'One Market'
 - i. The Arcade will be integrated into, and complementary to, the Adelaide Central Market, in order to create one Market
 - ii. The Authority will be responsible for the Arcade's management in the same way that it will manage the Market
 - b. 'Asset Management Plan'
 - i. That Council will be solely responsible for the funding of capital works on the infrastructure which is otherwise under the management of the Authority
 - ii. That the process for the creation of the Asset Management Plan for the infrastructure under the management of the Authority will be specifically outlined in the Charter, and will broadly be determined by the Authority, before then coming through the relevant Council staff and being approved by the Council
 - iii. The infrastructure within the Market will be condition compliant to occupational health and safety standards at a minimum, noting that compliance may change from time to time
 - c. 'Accessibility'
 - i. That the Authority may devolve itself from management of the Adelaide Central Market U-Park, but that this devolvement would only be accompanied by a guarantee, enshrined in the foundational documents, that the carpark will continue to primarily support the retail activity in the Market through regular collaborative and uniquely branded promotional activities and that approval of these promotional activities will be made by the Council
 - ii. Any proposed permanent changes to traffic management that affects access to the Market will be brought to the Authority's Board before presentation to Council
 - d. 'Trader Engagement and Representation'
 - i. That the nature and extent of role of the traders' in the management of the Authority will be determined through consultation with the Authority and the traders
 - e. 'Executive Accountability'
 - i. That the staff working within the Authority will be primarily guided by the directions of the Authority's Board
 - f. 'Risks and Matters of Concern'
 - i. A delegate of the Authority or its delegate may be included in the Council Administration's Strategic Risk and Internal Audit Committee
 - ii. The Authority may choose to escalate identified risks or Matters of Concern directly to the Council's Chief Executive Officer and these risks of matters will be brought directly to the attention of the Council's Elected Members
 - g. 'Transparency and Information'
 - i. That all documents and information relating to the above principles will be provided to the Authority for their consideration and to be read alongside the redrafted foundational documents
 - h. 'Transitional arrangements'
 - i. The Council Administration will present, alongside the foundational documents, proposed transitional arrangements in order for the Authority to continue functioning sustainably until the Arcade is completed and management of it is assumed by the Authority
4. Requests the above is completed in time to be approved by Council at its March 2021 meeting
5. Requests that in undertaking the above, the Administration will consult and collaborate extensively with the Authority as well as the Trader community.

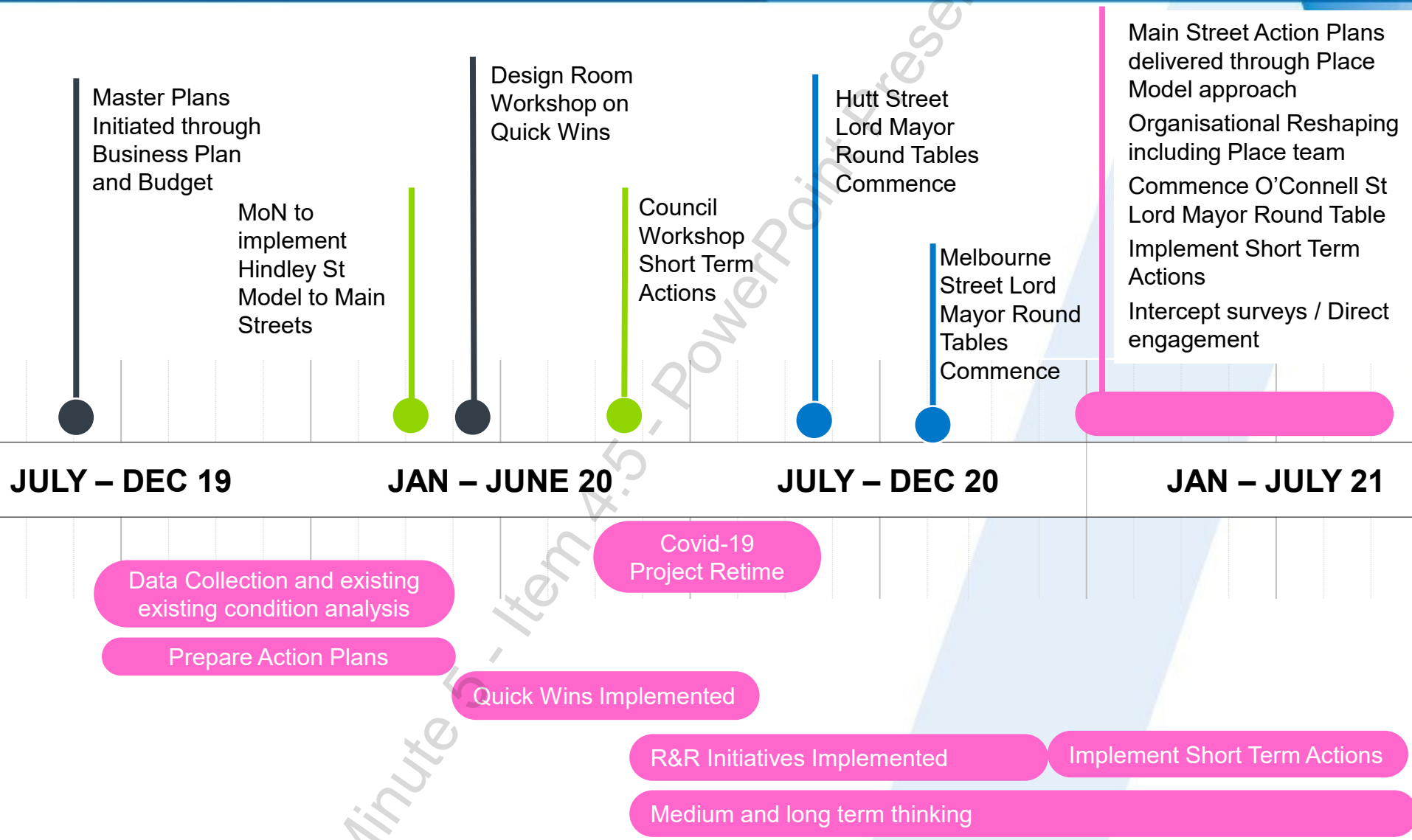
Strong Economies

Main Streets Action Plans Workshop Presentation

City Shaping / Services, Infrastructure and Operations

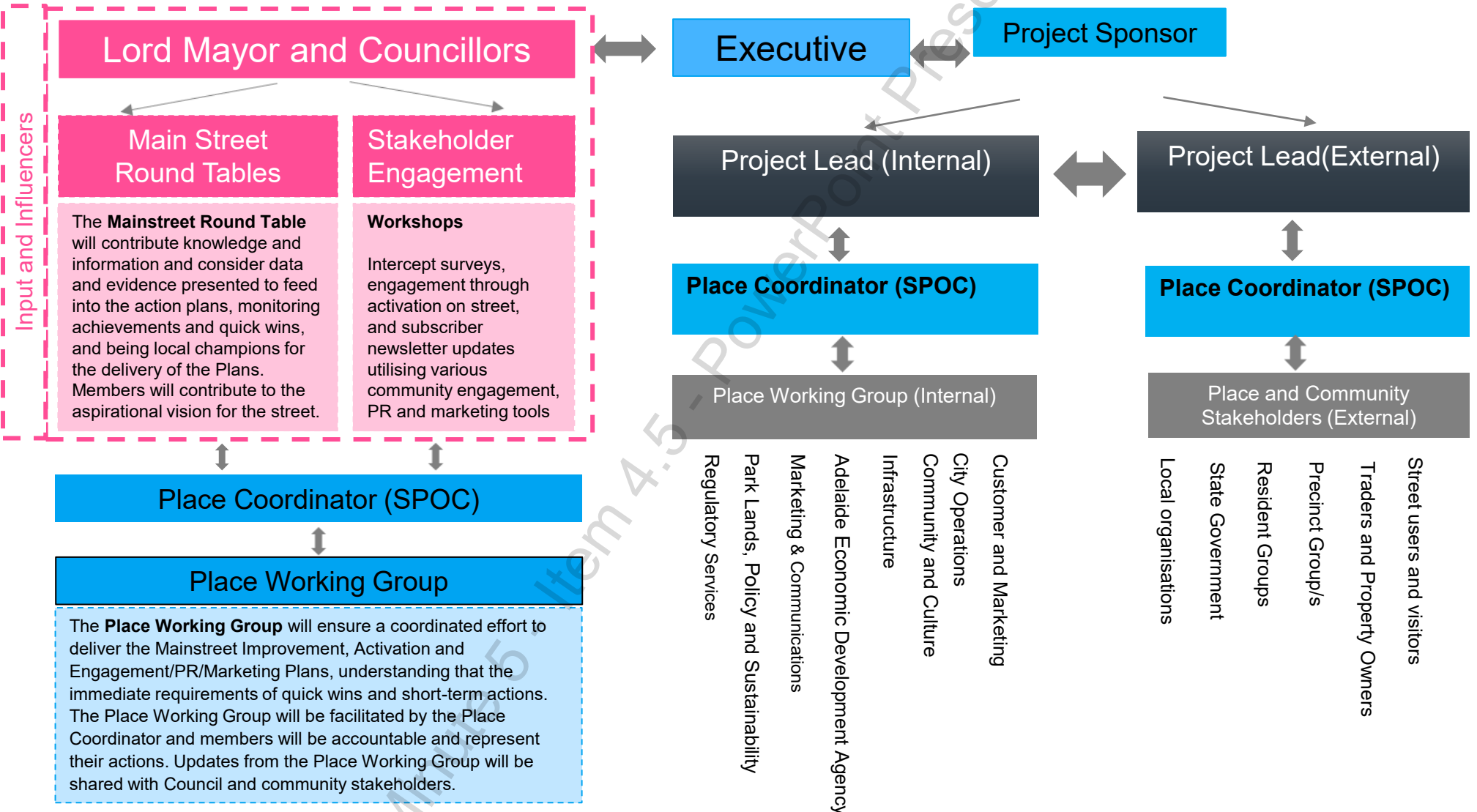


Main Streets Action Plans Timeline – Journey to date



Main Streets Action Plans

Moving Forward : Main Street Governance Framework



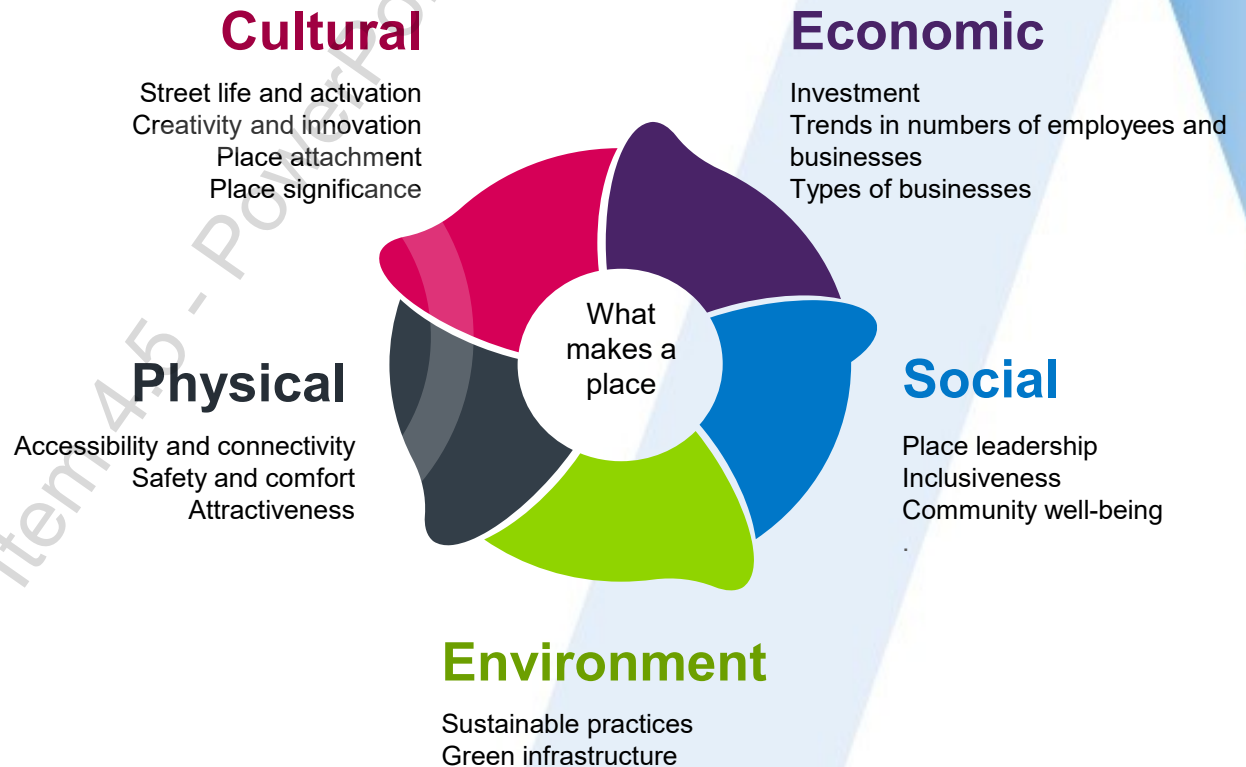
Place Model approach

A Place Model approach is about experiencing and evaluating what works, doing something quickly to make a difference, before investing in long term change.

It allows people to see streets in a new light and from a different perspective.

Council's proposed approach to Place is designed to build capacity, capability and resilience both in our community and organisation.

It is based on listening to and asking questions of the people who live, work and play in our places (Main Streets and surrounding areas) to discover their needs and aspirations and then developing and implementing solutions together.



Main Streets Action Plans

How we will deliver

Actions will be categorised within 3 distinct simple plans

1. Activation Plan

Short-term activation plan will be developed responding to the engagement with the stakeholders which will inform a Medium- and Long-term Activation Plan .

Quick win activations are ongoing, and the focus will be on increasing and supporting visitation to the Main Streets.

Long Term

Medium Term

Short Term

Quick Wins

2. Improvement Plan

Permanent infrastructure improvements based on evaluated solutions and community ownership.

Opportunities to implement semi-permanent changes to the street which enables evaluation of benefits and shaping of long-term vision prior to significant investment in long term change.

Implementation of short-term improvements using an evidence-based approach, by understanding what works, and doing something quickly to make a difference before investing in long-term change

Collate Current and Historical Data

Collation of previous consultation data, traffic counts, upcoming developments, pedestrian data and trends to gain understanding on the current needs for the street.

Address current needs of the street through temporary, cost effective improvements to instantly improve amenity.

3. Engagement PR and Marketing Plan

Engagement, PR and Marketing Plan will be developed to respond and complement each stage of the project

Next Steps and Key Priorities

February to June 2021 (and beyond)

- Continue Lord Mayor Round Tables
- Conduct workshops with Elected Members and key stakeholders for each Main Street
- Actively promote the Place Coordinator SPOC to the streets (and set up regular communication methods)
- Commence Intercept Surveys and Direct Engagement on the Main Streets
- Develop and implement the Activation, Improvement and Engagement/PR and Marketing Plans
- Continue to implement current Quick Wins and 6 month plan for each Main Street
- Deliver quarterly Committee updates and regular E-News to the Lord Mayor and Elected Members

Main Streets Action Plans Key Questions



KEY QUESTION 1

Is there anything you would like included for consideration in the new Place Model Approach?

KEY QUESTION 2

Do Members have feedback on the Next Steps and Key Priorities?